



Temporary Sign Permit Application

7401 Meyer Road
Spring Grove, IL 60081

Date: _____

(815)675-2121

Project Name: _____

Fax (815)675-6053

www.springgrovevillage.com

Project Address: _____ Property Zoning: _____

Application/Owner's Name: _____ Phone No. _____

Contractor Name & Address: _____ Phone No. _____

Type of Sign: Pre-Construction Construction Real Estate Development Event
 Extraordinary Promotional Grand Opening/Open for Business Temporary Identification

Type of Construction _____ Put up date _____ Take down date _____

Total Height of Sign (from grade at center line of road) _____ Sq. Ft. of Sign _____

Temporary signs (except those that are exempt) must be approved and a permit issued by the Building Inspector. See the specific sign type in Chapter 12 of the Municipal Code Book for duration of time the sign is allowed. Extraordinary Promotional Signs may be displayed a maximum of 4 times per calendar year upon the same premises for a period not to exceed 7 days each period. The 4 periods shall not be immediately sequential.

Application must include:

- A color rendering of the sign drawn to scale, showing dimensions, lettering, type of sign material and type of installation
- A site plan drawn to scale indicating the proposed sign location showing the distance from lot lines and distances from all other signs and structures must be attached. Signs shall be set back a minimum of 5 feet from any public right-of-way.

In addition to the permit fee (if required), a deposit of \$50 is required to guarantee that the sign shall be constructed and installed as noted on the permit and that the sign shall be removed within the specified time.

Applicants seeking a variance must schedule a date to appear before the Village Board. 12 packets containing all of the required submittals must be presented two weeks prior to the appearance date.

Signature of Applicant/Owner _____

Conditions of Approval: This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. _____

Official Use Only

Date: _____ Request: Approved Denied Permit Number: _____

Permit fee amount: _____ Check # _____ Cash _____

Security Deposit: \$50 Check# _____ Cash _____

Set-up date approved: _____ Take-down date approved: _____

Building Inspector Signature

VIOLATIONS

Any person who violates or neglects or refuses to comply with the Architectural Review Commission/Village Board requirements shall be fined not less than twenty-five (\$25) dollars and not more than seven hundred fifty (\$750) dollars for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.