



Associated Building Inspections LLC  
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Uniform Construction Code (UCC)

# Application for UCC Sign Permit

ABI File # \_\_\_\_\_

Permit # \_\_\_\_\_

Date \_\_\_\_\_

ABI -UCC - 5

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## APPLICATION FOR UCC SIGN PERMIT

<p><b>Site Information</b></p> <p><b>Political Subdivision and County</b> names are required</p>	<p>Facility Name (name of company, mall, institution, university, etc.): _____</p> <p>Building and/or Tenant Name _____</p> <p>Street <b>Number</b> and <b>Name</b> _____</p> <p>City _____ State _____ Zip Code _____</p> <p><b>Political Subdivision</b> _____ <b>County</b> _____</p> <p>Previous L&amp;I File Number (if sign was previously approved or if electric circuit will be pulled from building): _____</p> <p>Contact Name _____ Phone _____ E-Mail _____</p>
<p><b>Proposed Sign Information</b></p>	<p><input type="checkbox"/> Ground Sign    <input type="checkbox"/> Marquee Sign    <input type="checkbox"/> Pole Sign    <input type="checkbox"/> Projecting Sign</p> <p><input type="checkbox"/> Roof Sign    <input type="checkbox"/> Wall Sign    <input type="checkbox"/> Combination Sign</p> <p>Sign dimensions: _____ (height) x _____ (width) = _____ (Sq. ft.)</p> <p>Sign material(s): _____</p> <p>Method of attachment _____</p> <p>Illumination:    <input type="checkbox"/> None    <input type="checkbox"/> Electrical    <input type="checkbox"/> Incandescent    <input type="checkbox"/> Fluorescent    <input type="checkbox"/> Neon</p> <p><b>Note: If illuminated, all electrical details must be shown on drawings.</b></p>
<p><b>Plan Requirements</b></p>	<p>Three copies of detailed plans and specifications for the proposed sign must accompany this application. These must be drawn to scale on pages which are at least 18" x 24" and sealed by a licensed architect or engineer or they may be 8 1/2" x 11" if all dimensional details are clearly indicated! Signs shall comply with the requirements of Appendix "H" of the International Building Code. These plans must detail:</p> <ul style="list-style-type: none"> <li>• The dimensions of the sign and any supporting members.</li> <li>• <b>If roof mounted sign</b>, provide the height from the roof level to lowest part of sign and the height from roof surface to the top of the sign.</li> <li>• <b>If ground mounted sign</b>, the height from ground level to the top of sign.</li> <li>• <b>If a wall mounted sign</b>, the dimensions of the wall surface of the building to which it will be attached and the location where sign will be attached.</li> <li>• <b>If a free-standing sign</b>, the setbacks from property lines, buildings, driveways, and the edge of an improved road or curb (shown on a plot plan).</li> <li>• The materials, finish, construction including loads (wind &amp; seismic), stresses, anchorage, any illumination, and the fail-safe provisions for animated devices (if any) shall be provided.</li> <li>• Other pertinent engineering or construction data.</li> </ul>
<p><b>Applicant &amp; Owner Information</b></p> <p>(All fields are required)</p>	<p><b>Applicant Name</b> _____</p> <p>Street Address _____</p> <p>City _____ State _____ Zip Code _____</p> <p>Phone _____ Fax _____ <b>E-Mail</b> _____</p> <p><b>Owner Name</b> _____</p> <p>Street Address _____</p> <p>City _____ State _____ Zip Code _____</p> <p>Phone _____ Fax _____ <b>E-Mail</b> _____</p>