

City of Lodi Sign Permit Application

◆ 130 South Main Street, Lodi, WI 53555 ◆ Phone (608) 592-3247 ◆ Fax (608) 592-3271 ◆ www.cityoflodi.us ◆

All sign alterations and new permanent outdoor signs require a Sign Permit unless specifically exempted under the City's Sign Code Chapter 278, refer to Tables 278-15A through 278-15D. Refer to the City's Sign Code, Chapter 278, for additional details regarding sign regulations within the City. (There is no fee for a mural; however, a Sign Permit application must still be submitted and approved by the City.)

Sign Permit:

- Requires this completed form be submitted with the **\$75 application fee** to the City Clerk (Applicants may contact the Zoning Administrator prior to submitting an official application to discuss the City's sign regulations or to submit conceptual plans for discussion.)
- Requires a diagram for the sign(s) that notes dimensions and colors, permission from the building/property owner to display the sign(s), and a diagram of where the sign(s) will be placed on the site and/or building.
- Permits are issued by the Zoning Administrator **within 10 days** of submittal of a completed application, unless a conditional use permit or Plan Commission approval is required
- Where a sign permit is not required from the Zoning Administrator under Tables 278-15A through 278-15D all signs are still required to conform to the regulations of Chapter 278.

If you have questions, please contact Steve Tremlett, Zoning Administrator, at (608) 242-6621 or stremlett@msa-ps.com.

Owner Name(s):		
Applicant Name (if different than above):		
Project Address:		Parcel #:
Applicant Address (if different than above):		
Applicant Phone:		Applicant Email:
Zoning:	Lineal Feet of Building Frontage:	Project Cost:
Proposed Sign #1 Sq. Ft.:	Type of Sign:	Lighted? (Y or N):
Proposed Sign #2 Sq. Ft.:	Type of Sign:	Lighted? (Y or N):
Proposed Sign #3 Sq. Ft.:	Type of Sign:	Lighted? (Y or N):
<i>Note: If there are further signs, attach a list of the sign type and square footage to the application.</i>		
A. Total Square Footage of all Proposed New Permanent Exterior Signage from above:		
B. Total Square Footage of all other Existing Permanent Exterior Signage to remain:		
C. Total Square Footage of all Permanent Exterior Signage on the Property after Project Completion (A+B)		
Submittal Checklist: (one hard copy & one digital copy)	Diagram of signs w/ dimensions and colors? (Y or N)	Diagram of where the signs will be placed on the site and/or building? (Y or N)

Applicant Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

For Staff Use Only		
Application Filed with City Clerk:	Date:	Amount Paid:
Application Approved by Zoning Administrator:	Date:	