



CITY OF PATASKALA PLANNING & ZONING DEPARTMENT

621 West Broad Street, Suite 2A
Pataskala, Ohio 43062

SIGN PERMIT APPLICATION

(Pataskala Codified Ordinances Chapter 1295)

Property Information	
Address:	
Parcel Number:	
Zoning:	Acres:

Staff Use
Application Number:
Fee:
Filing Date:
Receipt Number:

Applicant Information		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Property Owner Information		
Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	

Documents
<input type="checkbox"/> Application
<input type="checkbox"/> Fee
<input type="checkbox"/> Rendering
<input type="checkbox"/> Site Plan

Sign Information
Describe the Project (Sign dimensions, location, colors, method of illumination, etc.)

Documents to Submit
Sign Permit Application: Submit one (1) copy of the Sign Permit Application.
Fee: Application fee of \$2.50 per square foot of sign area.
Rendering: Submit one (1) color copy of a rendering with dimensions showing what the sign will look like.
Site Plan: Submit one (1) copy of a site plan showing the following:
<ul style="list-style-type: none"> • Location of all existing buildings and structures • The location of the building or ground sign on the property • A depiction of the building or ground sign in the location on the property with dimensions • Property lines, easements and right-of-way

Important Information
Applicability: A sign permit is required for all permanent building and ground signs.
Sign Regulations: All building and ground signs must meet the requirements of Chapter 1295 of the Pataskala Code. Review Chapter 1295 for specific requirements as it pertains to the proposed sign.
Inspections: <ul style="list-style-type: none"> The Pataskala Planning and Zoning Department will inspect the sign upon completion to ensure that it complies with the approved permit. To schedule an inspection please call the Zoning Inspector at 740-927-3885.
Building Permit: <ul style="list-style-type: none"> Signs may require a building permit from the Licking County Building Code Department. Please contact the Licking County Building Code Department at 740-349-6671 for additional information.

Signatures	
I certify the facts, statements and information provided on and attached to this application are true and correct to the best of my knowledge and understand the requirements for a sign. Also, I authorize City of Pataskala staff to inspect the property as necessary as it pertains to this application.	
Applicant (Required):	Date:
Property Owner (Required):	Date:

Zoning Inspector			
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Floodplain: Yes <input type="checkbox"/> No <input type="checkbox"/>	PZC/BZA:
Zoning Inspector:	Date:	Expiration Date:	
Conditions: <i>The sign shall meet all requirements of Chapter 1295 of the Pataskala Code</i>			