



# PERMANENT SIGN PERMIT APPLICATION

City of Lindale  
P.O. Box 130 /105 Ballard Dr.  
Lindale, TX 75771  
Phone: 903-882-6861 Fax: 903-881-8170

Application Date: \_\_\_\_\_

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

## SIGN LOCATION / JOB ADDRESS

Single Tenant Use  Multi-Tenant Use  
 New Sign  Existing  Reface

Street Number Prefix Street Name Suite / Building Number

## NAME OF BUSINESS / DEVELOPMENT / TENANT/ ORGANIZATION / ETC.

Name E-Mail Phone Number

Mailing Address City State Zip Code

## SIGN CONTRACTOR INFORMATION - MUST BE REGISTERED WITH THE CITY OF LINDALE

Sign Installer / Contractor Name E-Mail Phone Number

Address City State Zip Code

## Sign Types: Display / Facade-Attached / Freestanding Pole\* / Message Board / Monument/Ground Sign / Other (specify) \*See Sign Ordinance for Zone Restrictions at [www.lindaletx.gov](http://www.lindaletx.gov)\*

Signage Type	# of Signs	Dimension of Sign Width (x) Height	Sign Area Square Feet	Illuminated/Electrical Sign
1.		X		<input type="checkbox"/>
2.		X		<input type="checkbox"/>
3.		X		<input type="checkbox"/>
4.		X		<input type="checkbox"/>
5.		X		<input type="checkbox"/>
6.		X		<input type="checkbox"/>
7.		X		<input type="checkbox"/>

Sign Valuation: \$ \_\_\_\_\_ Total square footage of Facade that sign will be attached to: \_\_\_\_\_

Width of Building Facade: \_\_\_\_\_ Height of Building Facade: \_\_\_\_\_

The undersigned hereby applies for a permit to erect a permanent sign in accordance with all regulations specified in the Sign Ordinances No.18-2013 and No. 06-2016 Amending Ordinance No. 18-2013 of the City of Lindale.

Applicant Name: \_\_\_\_\_ Cell No. \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  APPROVED  DENIED



# SIGN PERMIT FEES

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No permit shall be issued unless the applicant has first paid to the city the applicable fee required by one of the following:

- (1) For erection of all billboards, display signs, and roof signs, not exceeding 32 square feet. **\$50.00**
- (2) For erection of all billboards, display signs, roof signs exceeding 32 square feet up to 800 square feet **\$100.00**
- (3) For erection of all billboards, display signs, roof signs exceeding 800 square feet. **\$150.00**
- (4) For erection of all electric signs not exceeding 32 square feet. **\$50.00**
- (5) For erection of all electric signs exceeding 32 square feet. **\$150.00**

In addition to the initial erection fees, the following annual inspection fees shall apply:

- (1) All billboards, display signs, roof signs not exceeding 32 square feet. **\$10.00**
- (2) All billboards, display signs, roof sign exceeding 32 square feet. **\$75.00**

### BILLBOARD OPERATION – LICENSE

No person shall engage in the business of erecting, installing, servicing or maintaining display signs or poster or painted bulletins for rental or leasing purposes until such person shall have applied for and received a license to conduct such business and shall have deposited with the city an annual license fee in the sum of One Hundred Dollars (\$100.00). For the purposes of this Section, all such persons engaged in the business of erecting, installing, servicing or maintaining such display signs and billboards shall be designated "Billboard Operators".

All contractors that perform work inside the city limits are required to register with the City of Lindale. Registration issued shall expire at 12:00 midnight, one year from date of issuance, and shall be renewed on or before such date by payment of the prescribed fee of \$100.00, unless such license has been revoked or cancelled for cause.

**ALL SIGN APPLICATIONS MUST BE ACCOMPANIED BY:**

Two (2) paper copies of Site Plan/Photo of Site (exact location of where the sign will be placed, exact sign proposed, dimensions, message, color, shape, and lighting). Sign permits expire a year (180 days) from the issue date if no progress is made on sign installation. No signs shall be installed until your permit is approved and a permit is issued. Any sign installed without a permit is subject to a penalty and the removal of sign at owner's expense. Signs may be required to have engineered drawings. All provisions of the City of Lindale codes, ordinances, and regulations will be complied with in the construction, alteration, or repair of said building herein specified or not. You can submit your application by email to [iselag@lindaletx.gov](mailto:iselag@lindaletx.gov).