

**APPLICATION FOR
SIGN PERMIT**

All Sign applications to be accompanied by two drawings to scale with all dimensions

- All applications for free standing signs to be accompanied by plat of survey showing exact placement of sign including distances to lot lines and descriptions of "meaningful open space".
- A separate electrical permit shall be obtained for all illuminated signs as required by the Electrical Code of the City of Brookfield

PRINT EXACT STREET ADDRESS OF SIGN IN BOX

PLEASE PRINT OR TYPE

****Please fill in ALL spaces****

TYPE OF SIGNS:

- Free-standing Wall Sign Temporary
 Monument Master Sign Program Other

Temporary signs:

Date of erection: _____ Date of Removal: _____

Direction – Sign Faces N S E W (Circle One)

Fill In
Sign
Dimensions

Height above road (top of sign) _____ Square Feet _____

Number of faces _____ Sign Color(s) _____

Sign material _____

Lot width _____ Bldg. Width _____ Tenant: _____

Is sign illuminated: Yes No

Electrical Contractor _____

Sign Valuation: _____

Owner: _____

Occupant: _____

Owner's Address if Different: _____

City, State, Zip: _____

Owner's Phone Home: _____

Owner's Phone Work: _____

Contractor: _____

Contractor's Address: _____

City, State, Zip: _____

Contractor's Phone: _____

WHAT WILL THIS SIGN ADVERTISE?

APPROVALS

Plan Review Board Approval _____ DATE _____

Sign Inspector _____ DATE _____

Code Enforcement Inspector _____ DATE _____

Applicant's Signature _____

Print Name _____

Property Owner Signature _____

Sign Owner Signature _____

The applicant, as owner, owner's agent or servant, and the City of Brookfield, that for and in consideration for the premises and of the permit to construct, erect, alter or install and the use of sign as above described, to be issued and granted by the Inspection Services Department, that the work thereon will be done in accordance with the descriptions set forth in this statement, and as more fully described in the specifications and plat. It is Hereby Agreed between us herewith filed; and it is further agreed to construct, erect alter, or install and occupy in strict compliance with the ordinances of the City of Brookfield, and to obey any and all lawful orders of the Department of Inspection Services of the City of Brookfield, and State Laws relating to the construction, alteration, repair, removal and safety of buildings and other structures and permanent building equipment.

SIGN PERMIT FEE SCHEDULE

Temporary Signs = \$25.00 Each

BANNER

Maximum 30 sq ft
Display up to (but not to exceed) 4 times per calendar year
Term: 30 days

FOR SALE/LEASE

Maximum 12 sq ft
Term: 6 Months

DEVELOPMENT

Maximum 32 sq ft
Term: 6 months

Permanent Signs

WALL

MONUMENT FREESTANDING

Term: Through end of calendar year; then renewed for a 3 year term

Fees based on square footage

0-25	sq ft	\$50
26-50	sq ft	\$75
51-100	sq ft	\$100
101 +	sq ft	\$125

Include cash or a check made payable to the CITY OF BROOKFIELD upon submitting Sign Application



Call Inspection Services with any questions in regard to the
Master Sign Program, Amendments to the Master Sign Program or Appeals to the Sign Code

If signs are constructed and displayed prior to obtaining a valid SIGN PERMIT, above-listed fees are subject to being quadrupled.