

**CITY OF HIAWASSEE  
2016 SIGN PERMIT APPLICATION**

**Application required for Each Sign**

**ATTACH APPLICATION FEE**

_____	PERMANENT SIGNS	-	\$100.00	Check: _____
_____	BANNER SIGNS	-	\$10.00	Cash: _____
_____	Retail Complex – Common/Shared Sign.	-	No Charge.	

**SECTION 1 APPLICANT INFORMATION**

NAME OF SIGN OWNER: \_\_\_\_\_

ADDRESS OF SIGN OWNER: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

FEDERAL EIN or SSI #: \_\_\_\_\_

GEORGIA TAX ID #: \_\_\_\_\_

**SECTION II: SIGN INFORMATION**

911 ADDRESS OF SIGN LOCATION: \_\_\_\_\_

OWNER OF REAL ESTATE  
UPON WHICH SIGN IS LOCATED: \_\_\_\_\_

SIGN MATERIALS: \_\_\_\_\_

PERMANANTLY AFFIXED BY: \_\_\_\_\_

**CHECK ALL OF THE FOLLOWING CONDITIONS THAT APPLY:**

- |                                            |                      |                                   |
|--------------------------------------------|----------------------|-----------------------------------|
| _____ Directory Sign                       | _____ Double Faced   | _____ Electronic/Programmed       |
| _____ Facade Sign                          | _____ Flashing       | _____ Free Standing               |
| _____ Painted Wall Sign                    | _____ Ingress/Egress | _____ Roof Mounted                |
| _____ Free Standing                        | _____ Ground Mounted | _____ Pole/Column                 |
| _____ Electrical                           | _____ Informative    | _____ Time/Temperature            |
| _____ Swing                                | _____ Off-Premise    | _____ Other - Attach Explanation. |
| _____ Retail Complex – Common/Shared Sign. |                      |                                   |

**LIGHTING/ILLUMINATION:**

External                       Internal                       Solar

**TEMPORARY SIGN CONDITIONS:**

Special Event                       Window                       Sandwich Sign  
 Project Sign                       Real Estate Sign                       Banner Sign

**SECTION III: APPLICANT BUSINESS/ORGANIZATIONAL CLASSIFICATION:**

Commercial                       Sole Proprietorship                       Corporate/LLC  
 Political                       Non-Profit Corporation                       Charity/501 (c) 3  
 Multiple Occupancy Building Tenant.

**SECTION IV: PROHIBITED SIGNS [VARIANCE REQUIRED, ATTACHED VARIANCE REQUEST FORM]:**

Rotating                       Sidewalk                       Portable  
 Sandwich Sign                       Inflatable                       Flashing  
 Snipe                       Moving                       Other - Please attach an explanation as to other.

**SECTION V: DRAWING/PHOTO/REPRESENTATION OF SIGN TO BE APPROVED:**

Attached hereto as an Exhibit and incorporated herein is a drawing, photo or representation of the Sign to be constructed. Said Exhibit shows the dimensions or size of the sign to be constructed and indicates how the sign is to be permanently attached to either the real property, fixtures or building upon which the sign is mounted. Said Exhibit also shows the height and dimension of any fixture or base supporting the sign and indicates the type, size, materials and height of said mounting fixtures or supports.

**Attached Exhibit.**

**SECTION V: ORDINANCE REVIEW, AGREEMENT AND AFFIDAVIT:**

The Undersigned Applicant under Oath and Penalty of Law does hereby state, acknowledge and affirm as follows:

That Applicant has received a copy of and read the City of Hiawassee 2008 Comprehensive Sign Ordinance (“Ordinance”), and amendments thereto, and agrees to comply with said Ordinance in its entirety;

That Applicant will construct and maintain a Sign in accordance with the Requirements of the Ordinance and the representations contained with this Application and all Attachments hereto;

That Applicant acknowledges and agrees that upon written request by the City that Applicant will correct any deficiencies to comply with the Sign Ordinance:

That Applicant understands and agrees that the issuance of a Permit without compliance with the Ordinance may result in a revocation of the Permit; and

That all Representations contained within this Application are true and factual.

So Sworn, this \_\_\_\_ Day of \_\_\_\_\_, 2016.

\_\_\_\_\_ [SEAL]

Signature

\_\_\_\_\_ [NOTARY SEAL]

Notary Public:

My Commission Expires: \_\_\_\_\_



**Affidavit Pursuant to Georgia Immigration Laws**

Note: As a prerequisite to certain interactions with government entities, Georgia Law requires an affidavit regarding the subjects indicated herein.

I have executed this Affidavit as an applicant for a Public Benefit. I understand that Public Benefits include Retirement Benefits, Health Benefits, Disability Benefits, **Contracts, Business Loans, Business Licenses, Professional Licenses, Certificates authorizing the transaction of regulated businesses**, other benefits as referenced and defined in O.C.G.A. Section 50-36-1, and as defined by the Attorney General of the State of Georgia.

Attached hereto is my completed Affidavit pursuant to Georgia Immigrations Laws and O.C.G.A Section 50-36-1, said Affidavit being incorporated herein and made a part and condition of the requirements for the issuance of a regulated business.

The undersigned Applicant understands that this application is being provided under Oath and that the providing of any false information herein may be punished as a crime. By filing this application, the Applicant agrees to the above conditionals and covenants to follow same. AFFIANT/Applicant does hereby state under oath and Penalty of Law that the information provided herein is true and correct as of the date of this application.

APPLICANT:

Date: \_\_\_\_\_ [Signature]

\_\_\_\_\_  
Notary Public:  
My Commission Expires: \_\_\_\_\_

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**ADMINISTRATIVE REVIEW:**

Application must be reviewed and approved by Mayor, City Manager and Chief of Police:

\_\_\_\_\_  
Barbara Mathis, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Stancil, Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Arvel Walls, Chief of Police

\_\_\_\_\_  
Date

**SIGN PERMIT NUMBER 2016 - \_\_\_\_\_**

The above application having been submitted with appropriate fee and the undersigned having determined that based on the information provided with this Application that the sign as represented complies with the Ordinance requirement, a Sign Permit is hereby issued effective immediately.

This \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor/City Manager

Cc: Applicant  
Chief of Police

**PERMIT MUST BE DISPLAYED ON PREMISES**

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