



CITY OF GOODLETTSVILLE
 BUILDING DEPARTMENT
 318 NORTH MAIN STREET
 GOODLETTSVILLE, TENNESSEE 37072
 Telephone: (615) 851-3741

Email: permitsgroup@goodlettsville.gov

Sign Permit Application

Prior to completing this application answer the following:	
Will the sign(s) (including awning, canopy, or marquee) project into the public right-of-way? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will the sign(s) (including awning, canopy, or marquee) be illuminated, electrified, or will it require an electrical source? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes a permit will be required by Metro or State)
Have you prepared drawings indicating the size, supports and, in the case of free-standing signs, a site plan indicating location(s) of sign(s) on property relative to property lines, buildings, and paving as well as sign elevations? <input type="checkbox"/> Yes <input type="checkbox"/> No (Required for all submittals)	

Business Information:	
Name of Business to be identified:	
Address:	Phone:
Name of Business Owner:	E-Mail:

Sign Contractor:			
Company:		Contact Person:	
Address:	City:	State:	Zip:
Phone:	Email:	State License Number:	

Project Valuation:			
\$0 - 10,000	\$50	\$30,001 - 40,000	\$200.00
\$10,001 - 20,000	\$100.00	\$40,001 - 50,000	\$300.00
\$20,001 - 30,000	\$150.00	\$50,001 +	\$350.00
Applicant Signature: _____			Date: _____

Sign 1			
Sign Details:			
Proposed sign is a (circle all that apply): Business Identification General Sign Face Change Out			
Building: <input type="checkbox"/> Banner <input type="checkbox"/> Residential <input type="checkbox"/> Canopy <input type="checkbox"/> Suspended <input type="checkbox"/> Marquee <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Window	Free Standing: <input type="checkbox"/> Monument <input type="checkbox"/> Other	Illuminated or Electrified? <input type="checkbox"/> Yes <input type="checkbox"/> No	Temporary? <input type="checkbox"/> Yes <input type="checkbox"/> No
Size of sign: Height _____ x width _____ = area _____ s/f		Height of sign: (if applicable) From grade to top of sign _____ Ft _____ In	
Wall sign location (if applicable) (circle one): Front Wall Rear Wall Left Wall Right Wall			
Wall area: (if applicable) wall height _____ x wall width _____ = area _____ s/f *wall area does not include door and window openings		Percent (%) of wall: (if applicable) Sign area _____ ÷ wall area _____ = % of wall _____ x100	

Sign 2			
Sign Details:			
Proposed sign is a (circle all that apply): Business Identification General Sign Face Change Out			
Building: <input type="checkbox"/> Banner <input type="checkbox"/> Residential <input type="checkbox"/> Canopy <input type="checkbox"/> Suspended <input type="checkbox"/> Marquee <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Window	Free Standing: <input type="checkbox"/> Monument <input type="checkbox"/> Other	Illuminated or Electrified? <input type="checkbox"/> Yes <input type="checkbox"/> No	Temporary? <input type="checkbox"/> Yes <input type="checkbox"/> No
Size of sign: Height _____ x width _____ = area _____ s/f		Height of sign: (if applicable) From grade to top of sign _____ Ft _____ In	
Wall sign location (if applicable) (circle one): Front Wall Rear Wall Left Wall Right Wall			
Wall area: (if applicable) wall height _____ x wall width _____ = area _____ s/f *wall area does not include door and window openings		Percent (%) of wall: (if applicable) Sign area _____ ÷ wall area _____ = % of wall _____ x100	

Sign 3			
Sign Details:			
Proposed sign is a (circle all that apply): Business Identification General Sign Face Change Out			
Building: <input type="checkbox"/> Banner <input type="checkbox"/> Residential <input type="checkbox"/> Canopy <input type="checkbox"/> Suspended <input type="checkbox"/> Marquee <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Window	Free Standing: <input type="checkbox"/> Monument <input type="checkbox"/> Other	Illuminated or Electrified? <input type="checkbox"/> Yes <input type="checkbox"/> No	Temporary? <input type="checkbox"/> Yes <input type="checkbox"/> No
Size of sign: Height _____ x width _____ = area _____ s/f		Height of sign: (if applicable) From grade to top of sign _____ Ft _____ In	
Wall sign location (if applicable) (circle one): Front Wall Rear Wall Left Wall Right Wall			
Wall area: (if applicable) wall height _____ x wall width _____ = area _____ s/f *wall area does not include door and window openings		Percent (%) of wall: (if applicable) Sign area _____ ÷ wall area _____ = % of wall _____ x100	

Building Details:		
Subject property is a (circle one): Corner Lot Interior Lot Double Frontage Lot		
Road Frontage of Lot: _____ s/f *Road frontage is calculated for entire lot not just the building.	Square Footage of Primary Building(s): _____ s/f	
Wall Area (for wall signs only): Height _____ x width _____ = area _____ s/f	Window Dimensions (for window signs only): Height _____ x width _____ = area _____ s/f	
Other existing sign(s) on property? <input type="checkbox"/> Yes <input type="checkbox"/> No	Area of existing sign(s): _____ s/f	Type of existing sign(s) (circle one): Wall Window Free Standing

Staff Comments:	
Zoning District:	Master Permit Number:
Sign Permit Issued By:	Date: