

SIGN BUILDING PERMIT APPLICATION – WORK SHEET

CITY OF RAPID CITY

300 SIXTH ST • RAPID CITY, SD 57701

(605) 394-4120

APPLICATION DATE: _____

PROPERTY INFORMATION

LOT ADDRESS

OWNER NAME

& ADDRESS

TEL

LEGAL DESC

ZONED

ACRES

SETBACKS
EASEMENTSACCESS FROM
PERMIT TYPE

OF SIGNS

SQ FT

APPEAL #

DRAINAGE

APPEAL #

BASIN CODE

COMMENTS

FLOOD PLAIN? YES ☐ NO ☐

DATE STRUCTURE WAS BUILT IF HISTORIC REVIEW REQUIRED

CONTRACTOR INFORMATION

CONTRACTOR

TEL

ARCHITECT/
SURVEYOR

TEL

ENGINEER

TEL

ELECTRICAL

TEL

13-5522

APPLICANT INFORMATION

NAME

ADDRESS

CITY/STATE

TEL

RELATIONSHIP TO PROPERTY:

☒ OWNER ☐ CONTRACTOR ☒ OWNERS REPRESENTATIVE

FEE INFORMATION

TOTAL COST

\$150

SIGN INFORMATION

FRONTAGE: LENGTH _____ ALLOWABLE SQ. FOOTAGE _____

NEW SIGNS: Construction drawing, elevation drawing, and site plan required.

SIZE	DIMENSIONS	TYPE	HEIGHT	SETBACK	GROUND CLEARANCE	ON-PREMISE MESSAGE	ILLUMINATION
SF	6" x 30"	signbd				<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N
SF		changing face on existing sign				<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N
SF						<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N
SF						<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N
SF						<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N
SF						<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N
SF	SUBTOTAL					<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N	Y <input checked="" type="checkbox"/> N

EXISTING SIGNS: Describe all existing signs on the premises.

SIZE	DIMENSIONS	TYPE	HEIGHT	SETBACK
SF				
SF				
SF				
SF				
SF				
SF				
SF				
SF	SUBTOTAL			

EXISTING _____ + NEW _____ = TOTAL SIGN SF _____

SITE INFORMATION

ZONING: GC ☐ CBD ☒ HIST ☐ LI ☐ LDR ☐ MDR ☐ NC ☐ OC ☐ OTHER _____CHANGE IN SIC CODE: YES ☐ NO ☒ BUILDING PERMIT REQUIRED: YES ☐ NO ☐ NOT FOR THIS ☒SITE TRIANGLE UNOBSTRUCTED: YES ☐ NO ☒HISTORICAL BUILDING: DISTRICT ☒ ENVIRONS ☐HISTORICAL REVIEW REQUIRED: YES ☒ NO ☐ REVIEW DATE: _____ APPROVED: YES ☐ NO ☐PCD REVIEW REQUIRED: YES ☐ NO ☒ REVIEW DATE: _____ APPROVED: YES ☐ NO ☐APPLICANT HAS CHECKED FOR EASEMENTS: YES ☐ NO ☒ALL SIGNS IDENTIFIED (LOCATION, SIZE, TYPE): YES ☐ NO ☒

OFFICE USE ONLY

APPROPRIATE SIGN INFORMATION PROVIDED: YES ☐ NO ☐APPROPRIATE SITE INFORMATION PROVIDED: YES ☐ NO ☐ACCEPTED ☐ DENIED ☐ MAY BE APPEALED ☐

COMMENTS: _____

REVIEWED BY: _____

DATE: _____