

Property Address: _____

Tax Parcel No.: _____

Town of Lyndon SIGN PERMIT APPLICATION

PERMIT # _____

Application is hereby made for a permit to erect/rebuild or alter a sign in conformity with the Ordinances of the Town of Lyndon (Ch. 22.8), upon the property designated below in the manner described herein:

Owner Name: _____

Address of Proposed Sign: _____

Contact Phone # and Email: _____

Contractor Installing Sign: _____

Contractor Address: _____

Contact Phone # and Email: _____

Zoning of Property: _____

Current Business/Use of Property: _____

An illustration showing the size, shape, and message of every proposed sign MUST accompany this application. A site plan drawing showing the positioning of the sign with respect to the highway, height above grade, setbacks, buildings, and/or respect to other signs on the premise MUST accompany this application. Current photos of the building site and existing signage if any are required. Scope of work, including electrical plans (if applicable) of proposed sign shall also be attached to the Permit application.

Number of Existing Sign(s) On Property:

Wall Sign(s) _____ Free Standing/Ground Sign(s) _____ Projecting Sign(s) _____ Window _____ Other _____

Number of Sign(s) Proposed:

Wall Sign(s) _____ Free Standing/Ground Sign(s) _____ Projecting Sign(s) _____ Window _____ Other _____

Description of 'Other' signs: _____
(see descriptions in the attached ordinance)

Dimensions: (H) x _____ (W) _____ Total Square Feet: _____ (wall sign depth) _____

Will any existing sign(s) be removed from the property? Yes No If yes, which ones: _____

Single Faced Double Faced

Electrical Required? Yes No

Type of Lighting: _____

Value of Sign(s): \$ _____

****Please attach additional sheets to describe the existing and proposed sign(s) on property.****

Town of Lyndon

SIGN PERMIT APPLICATION (Continued)

CERTIFICATE OF APPLICANT: I hereby certify that the above application is a true and correct statement of the work to be done; that any changes shall be submitted for approval and that the sign shall conform to all Town of Lyndon Ordinances and State Codes where such may apply.

Owner/Agent _____ Date _____

OFFICE USE ONLY

Compliant Non-Compliant Fee Received: \$ _____

Approved Denied Receipt #: _____

Zoning Administrator _____ Date _____

Building Inspector _____ Date _____

This permit expires in one year from the date of issuance if the sign is not constructed. Construction of the sign must be completed within 60 days of construction commencement.

This sign permit application along with all necessary plans and maps shall be submitted to the Zoning Administrator via email, postal mail, or in person. Payment of fees are to be sent directly to the Town Clerk, sign permits have a \$75 per side fee due upon application submittal. Below is contact information for both the Town Zoning Administrator and Town Clerk.

Zoning Administrator
Jeremy Peach
1230 S Blvd
Baraboo, WI 53913
Email: jpeach@msa-ps.com
Phone: 608.448.8026

Town Clerk
Denise Giebel
W3080 Mitchell Road
Lyndon Station, WI 53944
Email: townoflyndon@gmail.com
Phone: 608.548.2546