



**City of Waukegan**  
 100 N. Martin Luther King Jr. Avenue  
 Waukegan, Illinois 60085  
 www.waukeganweb.net  
 ☎ (847) 599-2500

**Robert G. Sabonjian, Mayor**  
**Wayne Motley, City Clerk**  
**John R. Schwab, Treasurer**

**Sign Permit Application**

**Sign Contractor:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

**Owner of Sign:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

**Address of property where sign is to be located:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

**Type of Sign:** Ground \_\_\_\_\_ Wall \_\_\_\_\_ Window \_\_\_\_\_ Other \_\_\_\_\_ Electrical: Yes / No

**Lot frontage** \_\_\_\_\_ linear feet      **Building frontage** \_\_\_\_\_ linear feet

Ground Signs:	Number _____	Square Feet _____
Wall Signs:	Number _____	Square Feet _____
Window Signs:	Number _____	Square Feet _____
Other Signs:	Number _____	Square Feet _____

Total Number of Signs \_\_\_\_\_ Total Square Feet \_\_\_\_\_

**Attachments:** The following information is required

- a. A scale drawing of the sign or signs
- b. A scale drawing of the property showing the location of the sign
- c. Plans and specifications for sign installation
- d. Electrical diagrams and specifications
- e. Sign contractor's insurance
- f. License bond

**Property owner's consent:**

As the owner or owner's legal agent of the property identified above, I hereby consent to the installation of this sign upon said property and accept the responsibilities and eventual removal of the sign as provided by the City of Waukegan Sign Ordinance.

Signature Owner/Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**Applicant Signature:** The information supplied herein is true and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Review:**

Approved: _____	Denied: _____
Date: _____	Date: _____
Signature: _____	Signature: _____

\*For any questions about signage please contact Michael Purtell at 847-856-6415