CITY OF MUSKOGEE
Building Inspection Services
505 Columbus
Muskogee, OK  74401
(918) 684-6251
Sign Permit Application

Address of sign location:_____________________________________

Legal Description:___________________________________________

Owner’s Name: ____________________________________________
Address:_________________________ Phone:____________________
City: __________________________ State: ____ Zip:______________

Contractor’s Name: _________________________________________
Address:_________________________ Phone:____________________
City: __________________________ State: ____ Zip:______________

Cost of Construction:________________

Type of Sign

Ground Sign [ ] Wall Sign [ ] Roof Sign [ ]
Portable Sign [ ] Billboard Sign [ ]
Temporary Sign [ ]

Will sign be: On Premise [ ] Off Premise [ ]

Size of Sign

Total height from ground to top: _______ft.
Size of display area: ______ ft. X ______ ft.
Total display area: _______ sq. ft.
Lineal footage of property: _______ sq. ft.

Single face [  ]        Double face [  ]
Internal lighting [  ]    External lighting [  ]

If there are existing signs on property, please indicate below:

Ground [  ] #______ ______ sq. ft.
Wall [  ] #______ ______ sq. ft.
Roof [  ] #______ ______ sq. ft.
Portable [  ] #______ ______ sq. ft.
Billboard [  ] #______ ______ sq. ft.
Temporary [  ] #______ ______ sqft.

If you are installing a Billboard sign the following information must be completed:

A. What is the distance to the nearest existing sign on the same side of the street: _____ ft.

B. What is the distance to the nearest existing sign in a perpendicular line on the opposite side of the street: _____ ft.

C. Is there a public park within 150 feet of the proposed sign?
   Yes [  ] No [  ]

D. Will the sign be located on a state highway?
   Yes [  ] No [  ]

E. Is there a residential district within 150 feet of the proposed sign?
   Yes [  ] No [  ]
This application must be completed and returned to the Inspection Services department along with two sets of construction plans and two site plans for proposed sign. The site plan must show: property lines, location of sign to be installed, and the distance from the property lines.