



SIGN PERMIT APPLICATION

105 Government Center Way
Pocono Pines, PA 18350
Phone: 570-646-1212
Fax: 570-646-9025
www.tobyhannatownship.gov

Application is hereby made for a Sign Permit to comply with Chapter 155 of the Zoning Ordinance.

Property Owner: _____ Phone: _____

Mailing Address: _____

Lessee: _____ Phone: _____

Mailing Address: _____

Contractor: _____ Phone: _____

Mailing Address: _____

LOCATION OF SIGN

Physical Address of Sign: _____ Tax Map ID No.: _____

Subdivision: _____ Zoning District: RR R1 R2 C CI

SIGN INFORMATION

Type of sign(s) to be constructed: Free-Standing: _____ Wall: _____ Temporary: _____

Billboard Advertising: _____ Other: _____

If a commercial free-standing sign, what is the total heated floor space in the commercial building open to the public?

2,500 sq. ft. or less = Size of sign face is 40 sq. ft. max

2,500 to 40,000 sq. ft. = Size of sign face is 80 sq. ft. max; 40 sq. ft. max if two sides

40,000 to 100,000 sq. ft. = Size of sign face is 80 sq. ft. max; 160 sq. ft. total both sides

Over 100,000 sq. ft. = Size of sign face is 120 sq. ft. max; 240 sq. ft. total both sides

Height of Sign: _____ (Elevation is measured at the average elevation from the nearest public highway)

Will the sign be constructed in a regulation wetland?: Yes No

If applying for a wall sign, how far does the building set back from the edge of the right-of-way?: _____

Total building façade area fronting on the street: _____ sq. ft.

INCLUDED WITH THIS APPLICATION SHALL BE THE FOLLOWING:

1. One copy of the sign blueprint drawn to scale, with all dimensions and elevations, including the design of the sign.
2. For free-standing signs and billboard signs, provide a plot plan showing the exact location of the sign from the edge of the right-of-way.
3. For wall signs, show front elevation and the dimension of the front wall area facing the street.

Signature of Applicant: _____ Date: _____

NOT WRITE BELOW THIS LINE—FOR TOWNSHIP USE ONLY

Date Received: _____ Cash/Check No.: _____ Amount: \$ _____

Permit No.: _____ Issued by Zoning Officer: _____

Approved: _____ Denied: _____ Reason: _____

Does the sign application require a variance?: Yes No

Comments: _____