



Borough of Plum
2000 Old Mine Road
Pittsburgh PA 15239
(412)795-6800

Sign Permit Application

Application Submission Requirements

1. _____ Completed Commercial Sign Permit Application
2. _____ (2) – Sets of sign design showing dimensions, materials and required details of construction, including loads, stresses and anchorage details.
3. _____ Survey of the property that provides the location of the proposed sign relative to existing and/or proposed buildings, property boundaries, right-of-way and elevations.

Sign: Any surface or structure exposed to public view and intended, used, or designed to identify, direct attention to, advertise, or promote any product, service, person(s), activity, business, institution, organization, or place with written, graphic, or sculptured matter.

- Permits are required for the placement, enlargement, improvement, or moving of any sign.
- Please check with the building code official to determine if stamped design is required.
- Plum Borough will call with the permit fee when your permit is ready for pick-up.

Signs exempt from Uniform Construction Code issued permits: (Still require zoning approval)

1. Painted non-illuminated signs
2. Temporary signs announcing the sale or rent of property
3. Signs erected by transportation authorities
4. Projecting signs not exceeding 2.5ft²
5. The changing of moveable parts of an approved sign that is designated for such changes, or the repainting or repositioning of display matter shall not be deemed an alteration

The following inspections will be required: (When applicable)

1. Foundation (prior to placement of footings)
2. Frame (prior to finish)
3. Electrical (rough in)
4. Final (prior to job completion and leaving job site)

- * All signs must contain the following information affixed in a conspicuous place:
- Name of person, firm or corporation erecting and maintaining sign.
 - Permit number.
 - Date of erection.



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Date Submitted: _____

Zoning District: _____

Applicant: _____
Name Address Phone

Location of Sign: _____
Name Address Phone

Contractor: _____
Name Address Phone

Property Owner: _____
Name Address Phone

Sign Design Type:

- Freestanding
- Wall
- Other _____

Function:

- Permanent
- Temporary

Cost: \$ _____

Sign Size:

_____ No. of faces
_____ Structure height
_____ Length
_____ Height
_____ Area per face

Scope of Work: (Erect, Replace, Convert, Etc.)

Applicant's Signature Date

Property Owner's Signature Date

Permit #:	Lot & Block:	Fee:
Zoning Officer:		Date: