



City of Dacula  
Sign Permit Application

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

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_

Address of Sign: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Business Lic. No.: \_\_\_\_\_

Type of Request: \_\_\_\_\_ *Wall Sign* \_\_\_\_\_ *Ground Sign*

Building Sq. Ft: \_\_\_\_\_ Sign Dimensions: \_\_\_\_\_ Sign Sq. Ft: \_\_\_\_\_

Sign Lighting Type (select one):

*Indirect / External Lighting* \_\_\_\_\_ *Backlit / Halo-lit Letters* \_\_\_\_\_

*Internally-lit Letters (Not Permitted within the Downtown Overlay District)* \_\_\_\_\_

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*Ground Sign Only:*

Setback: \_\_\_\_\_ Height: \_\_\_\_\_

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Tax Parcel: \_\_\_\_\_ Zoning District: \_\_\_\_\_

The applicant must submit one (1) copy of this application and one (1) copy of the following:

1. A plat of the property on which the sign will be located which shows where thereon the sign will be located and the distance from the property line and the paved street. (GROUND sign only)
2. A drawing to scale of the sign showing the height of the sign and the structural supports of the sign.
3. A copy of an agreement signed by the property owner, which allows the applicant to erect a sign on the subject property.

*(The City has thirty (30) days to review the application for approval or denial)*

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*Administrative Use Only:*

PERMIT:      APPROVED                  DENIED                  Permit Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Reviewer)