

**OHIOPYLE BOROUGH, PENNSYLVANIA  
SIGN PERMIT  
APPLICATION**

**Sign Permit Policy:** The Borough of Ohiopyle requires the issuance of a Sign Permit for all signs with the exception of signs that are Exempt as indicated in Table 402 of the Ohiopyle Borough Zoning Ordinance. Signs requiring permits include, but are not limited to:

- (a) Business name/identification signs.
- (b) Business advertisement signs.
- (c) Directional signs.
- (d) Flags.
- (e) Memorial signs.

**GENERAL INFORMATION**

Address where sign would be displayed: \_\_\_\_\_

Tax Parcel ID #: \_\_\_\_\_

**Owner's Information**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Applicant's Information (If Different than Owner)**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Zoning District (check one)**

Open Space/Conservation \_\_\_\_ Tourist Commercial \_\_\_\_ Residential \_\_\_\_

**SIGN INFORMATION**

Describe the proposed sign and its construction materials:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*Attach a scaled drawing of the proposed sign, showing height and width dimensions.**

Size of Sign: \_\_\_\_\_ Square Feet Height \_\_\_\_\_ Width \_\_\_\_\_

**Note: signs over 24 square feet in size require a Conditional Use Permit.**

Describe where the sign would be located:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*For freestanding signs, attach a scaled drawing showing the location of the sign and distances to property lines and other signs located on the same parcel.**

Sign Placement:

\_\_\_\_ Freestanding sign

\_\_\_\_ Mounted on the exterior of a building

*Note: No more than 15% of a building's exterior is permitted to be covered by signage.*

\_\_\_\_ Mounted on the roof of a building

*Note: Signs projecting above a building's roof require a Conditional Use Permit.*

\_\_\_\_ Attached to a fence or freestanding wall

\_\_\_\_ Other (describe: \_\_\_\_\_)

Will the sign have an internal light source? Yes\_\_\_\_ No\_\_\_\_

Will the sign be lit from the outside? Yes\_\_\_\_ No\_\_\_\_

Will the sign have changeable letters/messaging? Yes\_\_\_\_ No\_\_\_\_

**REQUIRED SIGNATURES**

The Applicant and Owner of the property where the sign would be placed certify that all information on this application is correct.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*Payment of the Sign Permit Fee must accompany this application.**

**THIS SECTION TO BE COMPLETED BY OHIOPLYE BOROUGH**

Date Application Received by Borough Office: \_\_\_\_\_

Received by: \_\_\_\_\_ (Printed Name) \_\_\_\_\_ (Signature)

Fee paid by: Cash \_\_\_\_ Check: \_\_\_\_ (check # \_\_\_\_\_)

Date Forwarded to Zoning Officer: \_\_\_\_\_

\_\_\_\_ Approved \_\_\_\_ Denied

By: \_\_\_\_\_ (Printed Name) \_\_\_\_\_ (Signature)

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

Comments/Reasons:

\_\_\_\_\_  
\_\_\_\_\_