

SIGN PERMIT APPLICATION

REV 3/26



P.O. BOX 220 McALLEN, TEXAS 78505-0220

(Please type or print in black or blue ink)

PERMIT
NO. _____GC
NUMBER _____

APPLICANT

NAME _____ PHONE _____

ADDRESS _____ EMAIL _____

CITY _____ STATE _____ ZIP _____

CONTACT: NAME: _____ PHONE _____

☐ OWNER ☐ CONTRACTOR ☐ TENANT ☐ OTHER _____

PROPERTY OWNER

NAME _____ PHONE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

☐ OWNER ☐ CONTRACTOR ☐ TENANT ☐ OTHER _____

☐ NEW ☐ ADDITION ☐ REMODELING ☐ REPAIR ☐ RELOCATE

TYPE OF SIGN _____ SIGN FACE AREA _____ SIGN MATERIAL _____ WIND SPEED MINIMUM 129 mph SIGN HEIGHT O.A. _____

ILLUMINATED ☐ YES ☐ NO DISCONNECT SWITCH WITHIN 50 FT ☐ YES ☐ NO ELECTRICIAN _____

PRIMARY PERMIT ☐ BUILDING OCCUPANCY ☐ CONSTRUCTION PERMIT CONSTRUCTION COST: \$ _____

STRUCTURE BUILT BEFORE 1978 ☐ YES ☐ NO BUSINESS NAME _____

PROJECT

FOUNDATION/SUPPORT	WALL MATERIAL	CABINET MATERIAL	CONSTRUCTION TYPE	CITY PROGRAM
☐ CONCRETE SLAB	☐ BLOCK	☐ METAL	☐ I	☐ REFRESH PROGRAM
☐ CONCRETE PIER	☐ WOOD	☐ WOOD	☐ II	☐ OTHER _____
☐ CONCRETE BEAM	☐ METAL	☐ ALUMINUM	☐ III	
☐ METAL	☐ PLASTIC	☐ PLASTIC	☐ IV	
☐ WOOD	☐ ALUMINUM	☐ OTHER _____	☐ V	
☐ OTHER _____	☐ OTHER _____			

LEGAL DESCRIPTION REQUIRED:

LOT _____ BLOCK _____ SUBDIVISION _____

SITE/PROJECT ADDRESS: STREET ADDRESS _____ STREET NAME _____ STE/UNIT NO. _____

CITY USE ONLY

ZONING _____

PERMIT FEE \$ _____ REC'D BY _____

DOUBLE FEE \$ _____ DATE _____

TOTAL FEE DUE \$ _____ TIME _____

The foregoing is a true and correct description of the improvement proposed by the undersigned applicant and the applicant states that he will have full authority over construction of same. The building permit shall not be held to permit or be an approval of the violation or modification of any provisions of City ordinances, codes, subdivision restrictions of State law or be a waiver by the City of such violation. Alteration changes or deviations from the plans authorized by this permit is unlawful without written authorization from the Building Inspection Department. The applicant hereby agrees to comply with all City ordinances, codes, subdivision, restrictions and State laws and assume all responsibility for such compliance. **It is understood that the improvements shall not be occupied until a Certificate of Occupancy has been issued.** Every permit issued shall become invalid unless the work authorized by such permit is commenced within six months after its issuance or if the work authorized by such permit is suspended or abandoned for six months after the time of work is commenced. This permit is good for one year only.

PRINT (AUTHORIZED AGENT/OWNER)

SIGNATURE

DATE