SIGN PERMIT APPLICATION

Town of Westlake * 1301 Solana Boulevard, Building 4, Suite 4202 * Westlake TX 76262

Telephone: (817) 430-0941 * Fax (817) 430-1812

e-mail: customerservice@westlake-tx.org

Refer to the Sign Permit section of the Municipal Fee and Use Schedule for all fee prices

Applicant Information

Applicant Name: _____

Company Name: _____

Address: _____

City, State, Zip: _____

Email Address: _____

Phone # : _____ Fax # : _____

Fee Schedule

$150.00 ☐ Construction sign

$75.00 ☐ Home occupation sign

$80.00 ☐ Temporary sign

$200.00 ☐ Signs or display cases within a commercial district *

no fee ☐ Signs within residential district (except for home occupation signs)

no fee ☐ Civic event sign**

no fee ☐ Political sign

no fee ☐ Other

All sign permits require a site plan showing exact locations of proposed signs and detailed construction plans for the signs.

* Requires submittal of a comprehensive site plan; 3 copies on 24' x 36' paper drawn on scale of 100 feet to the inch; and 15 copies on 11' x 17' ledger paper

** Signs advertising civic events sponsored by the Town or other local civic clubs shall be allowed to remain posted no longer than 7 days before the event and to be removed within 24 hours of the conclusion of the event. Location of these signs must be approved in advance. ref ord 501

Event Date & Sign Location

Event Date(s): _____

Sign Location 1: _____

Sign Location 2: _____

Sign Location 3: _____

Sign Location 4: _____

Sign Location 5: _____

Sign Location 6: _____

Sign Location 7: _____

Signature: _____ **Date:** _____

Office Use Only

Approved By: _____ Date: _____

Corresponding Special Event Permit # *(if applicable)*: _____ Fee $: _____

Permit #: _____