



# Sign Permit Application

120

Phone: 281-291-5669 Fax: 281-291-8364

1100 Red Bluff Rd. Seabrook, TX 77586 E-Mail: Permits@seabrooktx.gov

Incomplete applications cannot be processed

**Grey Boxes for Office Use Only**

<b>Project Address:</b>		<b>Permit No.:</b>	
Seabrook TX, 77586		Date Issued:	
Legal Description:	Lot:	Block:	Section:
		Subdivision:	
<b>Type of Work:</b>			
Monument <input type="checkbox"/>		Wall <input type="checkbox"/>	
(Check Box) Temp. Banner <input type="checkbox"/>		Grand Opening <input type="checkbox"/>	
		Other : _____	
		Garage Sale <input type="checkbox"/>	
<b>Describe work to be done:</b>			<b>Total Project Area: (S.F)</b>
			<b>Estimated Project Value :</b>
<b>Owner:</b>		<b>Sign Contractor:</b>	
Street:		Street:	
City, State, Zip:		City, State, Zip:	
Phone No. :		Phone No.:	
E-Mail:		E-Mail:	
<b>Sign Information</b>		<b>Provided Documents:</b>	
See City Ordinance Article 6 "Sign Standards"		Site Plan, Location of Sign(s) <input type="checkbox"/>	
<input type="checkbox"/> Monument / Ground Sign		Dimensioned Sign Elevations <input type="checkbox"/>	
Height: _____		Sign Engineering Documents <input type="checkbox"/>	
Sign Face Area: _____		_____ <input type="checkbox"/>	
Number of Faces: _____		_____ <input type="checkbox"/>	
<b>Total Sign Area:</b> _____		Submit (1) Digital or (1) paper copy of each along with this filled out permit application	
<input type="checkbox"/> Wall Sign(s)		<b>NOTICE:</b> I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE COMPLIED WITH, WHETHER SPECIFIED OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.	
Business / Building Frontage (In Liner Feet): _____		APPLICANT'S SIGNATURE	
Multiply Linear frontage by: X 4			
<b>Total Allowable Sign Area (In Square Feet):</b> _____			
Provide documentation to verify purposed and existing sign area, total all sign area and list below.			
<b>Total Proposed Sign Area (In square Feet):</b> _____			
All Signs 32 S.F. or greater require engineering of monument or building attachment to verify they meet design requirements for 150 Mph (Ultimate) wind speed.		Printed Name:	
<input type="checkbox"/> Banners, Light pole, Sandwich Board / Temporary Sign:		Phone No.:	
<input type="checkbox"/> Grand Opening:		Fax No.:	
<input type="checkbox"/> Garage Sale / Temporary Sign		E-Mail:	
List location of signs			
1. Location of Sale _____			
2. _____			
3. _____			
4. _____			
Additional Comments: _____			
_____			
_____			
Work may not commence prior to payment and pick up of this permit.			
Failure to obtain a permit prior to commencement of work may lead to the doubling of permit fees			
		<b>Initial Review</b>	
		By: _____ Date: _____	
		<b>Approved</b>	
		By: _____ Date: _____	



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**RESIDENTIAL / COMMERCIAL CONSTRUCTION FEES**

**FLAT FEE PERMIT.**  
Residential and Commercial Renovation, Additions and Repairs Exclusive to: **\$150 - Res.**  
Roof Replacement, Window Replacement, Siding Replacement, Patio / Paving /  
Driveway and Sidewalk Replacement, Foundation Repair, and Storage Shed **\$300 - Com.**  
under 300 S.F. Flat Permit Fee

**PERMIT FEE PER SQUARE FOOT.** (Gross)  
General construction fees (includes new construction, renovations, additions,  
accessory buildings, driveways, patios, decks, carport, swimming pools, and **\$0.50 Per S.F.**  
signs\*).

**COMMERCIAL INSPECTION FEES**

when the valuation of commercial trades work is equal to or exceeds \$25,000.00, an additional inspection fee is due.) Said inspection fee shall be equal to the permit fee total as set forth above. (Sections G - L).  
*Mechanical, Electrical, Plumbing, Irrigation, Fire Sprinkler, and Fire Alarm*

**PLAN REVIEW FEES**

When the area of the proposed construction exceeds 300 S.F. (Gross) and a plan is required, a plan-review fee shall be paid in addition to the building permit fee.) Res. No. 2007-13 one-half of the building permit fee as set forth above (C. (2) Residential/ Commercial Construction Fees).

**RE-INSPECTION FEES**

Repeated failure to correct previously noted inspection items may result in additional Re-Inspection Fees of \$75.00 (Per occurrence) being charged to the permit application.

**OTHER PERMIT FEES:**

Fill Permit / Dev. / Clear.:	<b>\$100.00</b>	(Per Acre)
Building Moving:	<b>\$100.00</b>	
Building Demolition:	<b>\$100.00</b>	
Special Events	<b>\$50.00</b>	
(Temporary) Signs:		
Garage Sale Signs	<b>No Charge</b>	
(Temporary) Signs:		

**OTHER ADMIN. FEES:**

Unpermitted Construction Penalty:	<b>Doubling of the permit fee (Per Fee Schedule)</b>
Reproduction of approved permit plan set drawings:	<b>\$50.00</b> <b>Paper or Digital</b>

**Planning and Zoning:** MASTER SIGN PLAN: **500.00**