



# SIGN APPLICATION & PERMIT

Village of Cherry Valley  
806 E. State Street  
Cherry Valley, IL 61016

Name of Property Owner: \_\_\_\_\_

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

Phone number: \_\_\_\_\_

Name, address & phone of actual sign owner (if different): \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_

Name, address & phone of sign builder/installer: \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_

Property address where sign is to be installed: \_\_\_\_\_

### Type of sign:

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Free standing ground sign  | <input type="checkbox"/> Realtor sign |
| <input type="checkbox"/> Sign attached to building  | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Is sign Illuminated  |                                       |
| <input type="checkbox"/> Billboard (consult with zoning officer regarding additional regulations) |                                       |

Total square footage of sign (one side): \_\_\_\_\_ sq. ft.

Total area of wall on which sign is to be placed: \_\_\_\_\_ sq. ft.

Total height from ground to top of sign: \_\_\_\_\_ sq. ft.

Enclosed the following information with your application:

- Drawing of sign with dimensions and colors
- Check for **\$65.00** made payable to "Village of Cherry Valley"
- Electronic message boards; an additional **\$150.00** (requires additional application process)

**\*Information submitted by applicant must be complete and accurate. The Village is not responsible for any delays resulting from the applicant's failure to complete the application. It is the sole responsibility of the applicant to be aware of the content of the Village's sign ordinance.**

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

Application has been reviewed and deemed complete and approved:

\_\_\_\_\_  
Village Designee

\_\_\_\_\_  
Date

**A BUILDING PERMIT FOR ANY INSPECTIONS RELATED TO THIS PROJECT MUST BE OBTAINED AT THE WINNEBAGO COUNTY BUILDING DEPARTMENT AT 404 ELM STREET, ROOM 403, ROCKFORD, IL PHONE 815-319-4350. PERMITS ARE REQUIRED ONLY FOR SIGNS THAT WILL BE PLACED UPON THE OUTSIDE OF A BUILDING OR SPACE.**