

TOWN OF OCEAN VIEW, DELAWARE

SIGN PERMIT APPLICATION (PLEASE PRINT)

OV PERMIT #: S _____ - _____

201 Central Avenue – 2nd Floor • 19970 • (302) 539-1208 ext: 110, 111, 112 & 113 – FAX: (302) 537-5306

Location of Sign Placement: _____ Contract Costs: \$ _____

Owner(s): _____ Phone: (____) _____

Address: _____ City/State/Zip: _____

Contractor: _____ Phone: (____) _____

Address: _____ City/State/Zip: _____

PERMIT REQUESTED TO ERECT _____ REPAIR _____ THE FOLLOWING TYPE OF SIGN(S):

Illuminated _____ Non – Illuminated _____ One (1) Sided _____ Two (2) Sided _____

- Signs for Real Estate, Development and Construction requiring a permit: Development _____, Model Home _____,
- Signs in General Business (GB-1 and GB-2) Zones requiring a permit:
 Freestanding/Pylon _____, Ground Support _____, for: Single Business Site _____, Multiple Business Site _____,
 Window _____, Wall _____, Canopy _____, Identification _____, Directional _____,
- Signs in Residential Zoning requiring a permit:
 Entrance for Residential Subdivision _____, Identification for Public Facilities and Places of Worship _____,
 Announcement Sign for Public Facilities and Places of Worship _____, Farm Products _____,
 Other _____

Briefly Describe Proposed Work:

- Two sets of plans with drawings and specifications detailing the dimensions of the sign, the sign support(s), manner in which the sign will be secured/fastened/erected, construction material for sign, word content and illustrations to be included on the sign and method of illumination if applicable.
- All documentation requested by the Town Administrative Official for a final inspection must be submitted for the purpose of receiving a Certificate of Zoning Compliance from the Town of Ocean View. Failure to obtain a certificate of zoning compliance from the Town of Ocean View is a violation of the Town Code and subject to penalties.
- All contractors, sub-contractors and other service providers must be licensed by the Town of Ocean View.
- The Town of Ocean View’s approval of this permit pertains only to the Town Code and may be subject to HOA covenants and deed restrictions.

PERMIT PLACARD MUST BE POSTED & VISIBLE ON THE JOB SITE

- I, the undersigned, attest that all of the information provided on this permit application is true and accurate _____.
- That I have read the requirements and regulations listed above on this document _____.
- That I will adhere to the approved plans and comply with the Code of the Town of Ocean View _____.

Signature of Applicant: _____ Date: _____

Town Use Only

Receiver of permit: _____ T / A

OV PIDN: _____ . _____ Sussex CTM #: 134 - _____ . _____ - _____ O.V.B.L. # _____

HOA: _____ Survey: _____ Two (2) copies of plan(s): _____ PDF of plans: _____ Contract: _____ Other: _____

(To be completed by the T.A.O.)

PARCEL - Zoned: _____ Flood Zone: _____ P&Z / BOA: _____ Community: _____ CO: _____

_____ \$ _____

Administrative Official Approval Permit Approval/Issuance Date PERMIT FEE