

CITY OF FERNDALE
SANDWICH BOARD SIGN APPLICATION
APPLICATION FOR PERMIT
INSPECTION DIVISION TELEPHONE (248) 546-2366

DATE RECEIVED _____
 DATE ISSUED _____
 PERMIT NO: _____

APPLICANT: _____
 NAME (BUSINESS)

STREET NUMBER _____ CITY _____ STATE/ZIP _____ PHONE _____

PROPERTY OWNER: _____
 NAME

STREET NUMBER _____ CITY _____ STATE/ZIP _____ PHONE _____

REGULATIONS

- Maximum height is 3 feet. Maximum size is 6 square feet per side. 1 sign per location is allowed.
- Sign shall only be placed in front of the business it references.
- Sign shall not be chained, cable locked or attached to poles, signs, bike racks, news racks, sidewalk café enclosures, etc.
- Sign shall be placed so as to maintain four (4) foot unobstructed clearance to any permanent object, sidewalk ramp, building or sidewalk café enclosure.
- Sign shall not be placed within the right-of-way.
- Sign shall be removed if damaged, vandalized or when the event advertised is no longer current

SUBMITTAL

- 4 copies of a drawing indicating sign and letter size, materials, and a plan showing location and all adjacencies.
- Annual \$70 permit fee, payable to the City, due March 1.

IF ON CITY PROPERTY:

- Certificate of Insurance documenting coverage in the amount of \$1,000,000 for general liability with the City of Ferndale named as an additional insured.
- The Insurance Certificate must be valid for the duration of the season, which is March 1 – February 28 and shall indicate it will not be cancelled or coverage reduced without thirty (30) days notice to the City.
- Appearance Review Application if the sandwich board will be in the DDA.
- The following statement agreeing to indemnify and hold harmless the City must be signed.

I, _____ agree(s) to defend, indemnify and hold harmless the City of Ferndale, Michigan, its officers, employees and agents from any claim, demand, loss, cost or expense, or any damage which may asserted, claimed or recovered from the City of Ferndale by reason of any damage to property, personal injury or bodily injury sustained by any person whomsoever and which damage or injury arises out of or is incident to or in any way connected or associated with the placement or maintenance of any sign, including any sandwich board sign, on a public sidewalk or public right of way regardless of whether such claim, demand, loss, cost or expense is caused in whole or in part by such sign being placed or maintained on a public sidewalk or public right of way.

 SIGNATURE OF APPLICANT

PERMIT GRANTED _____

PERMIT DENIED _____

ZONING DISTRICT _____ VERIFICATION _____

REMARKS: