

VILLAGE OF MANLIUS

INFORMATION REQUIRED FOR A SIGN PERMIT

1. Sign Permit Application
2. Planning Board Sign Application – Original and 8 copies needed.
3. Application Fee of \$100 which covers the first \$1000 of sign cost plus \$5 for each additional \$1000 in cost
4. Drawing of Sign – to scale, showing all measurements of the sign and lettering and logos, etc. Original and 8 copies needed.
5. Color Samples
6. Drawing showing placement of sign on building – Original and 8 copies needed OR Survey or Site Plan showing sign location on the property with dimensions from edge of sign (note the poles or supports) to boundaries – original and 8 copies needed.
7. Other:
