



GROSSE POINTE WOODS

20025 MACK PLAZA

GROSSE POINTE WOODS, MI 48236

PHONE: 313-343-2426 – Email: building@gpwmi.us

SIGN PERMIT APPLICATION

ZONING COMPLIANCE INCLUDES Signs, awning, and banners. **NOTE:** This list is not all-inclusive. If you have any questions, please call the Building Department @ 313-343-2426.

All signs shall be installed per chapter 32 (signs) of the City of Grosse Pointe Woods Code of Ordinance.
***NOTE: Property Owner's approval signature is required. Separate permits required for each sign.**

GPW Business Information:

BUILDING ADDRESS: _____

BUSINESS NAME: _____

BUSINESS OWNER'S NAME: _____

PHONE: _____ E-MAIL: _____

***PROPERTY OWNER'S APPROVAL:**

Property Owner NAME (please print)

Property Owner SIGNATURE

Sign Company Information:

NAME/CONTACT: _____

PHONE: _____ E-MAIL: _____

CONTACT NAME: _____

ADDRESS: _____

LICENSE #: _____ EXP. DATE: ____/____/____

Sign Description:

TYPE: _____

BUILDING WIDTH: _____ SIGN DIMENSIONS: _____
Length x Height x Thickness (cannot exceed 8" w/transformer)

MATERIAL IN FACE OF SIGN: _____

COLOR COMBINATIONS: _____

SINGLE FACE [] DOUBLE FACE [] FONT STYLE: _____

ILLUMINATION: INTERIOR [] EXTERIOR [] ***Illuminated sign needs separate electrical permit.**

NUMBER OF MESSAGE UNITS: _____ FONT HEIGHT: _____

Applicant's Name & Signature: _____

Office Use Only

Received by: _____

Date: _____

APPROVED BY: _____

Date: _____

Building Official (313-343-2426)

Variance Application Fee - \$150~ please see Section #32-32 Appeals