

# SIGN PERMIT APPLICATION

Mt. Lebanon Inspection Office  
710 Washington Road  
Pittsburgh, PA 15228  
412-343-3408

PERMIT # \_\_\_\_\_

*For internal use only – to be completed by Inspection office*

Zoning Hearing Y N Appeal # \_\_\_\_\_

Zoning District \_\_\_\_\_ Lot No.(s) \_\_\_\_\_ County Permit Code \_\_\_\_\_ Allegheny County Parcel # \_\_\_\_\_

*Applications that are completely filled-out and with the required supporting documents will be processed in the order they are received.*

Property Address \_\_\_\_\_

Property Owner \_\_\_\_\_

Owner Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Owner Phone (contact #) \_\_\_\_\_

Contractor \_\_\_\_\_

Contractor Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Contractor phone (contact #) \_\_\_\_\_

Tenant Name \_\_\_\_\_ Phone (contact #) \_\_\_\_\_

Total Frontage of Tenant Space \_\_\_\_\_

**IMPORTANT: Submit two sets of drawings and specifications with application.**

Type Of Sign: Building Mounted \_\_\_\_\_ Free Standing \_\_\_\_\_ Temporary \_\_\_\_\_

Other \_\_\_\_\_

**Comprehensive Liability Insurance:** Will the proposed sign abut or overhang any public sidewalk space? Yes \_\_\_\_\_ No \_\_\_\_\_  
If you answered "Yes," please complete page two (2) of this application.

Estimated Cost of Project \$ \_\_\_\_\_

I hereby agree to be bound by the provisions of the ordinances, specifications, regulations and restrictions as may be imposed by Mt. Lebanon regarding this application. I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to the criminal penalties of 18 Pa.C.S. Â§ 4904, relating to unsworn falsification to authorities.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Print Property Owner's Name

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Plans and Specifications and Plot Plan for the above application have been examined, and I hereby certify that they comply in every particular with Ordinances of Mt. Lebanon, Pennsylvania, and approve the issuing of this Permit for same, after paying a

FEE OF: \$ \_\_\_\_\_

\_\_\_\_\_  
Building Inspector's Signature

\_\_\_\_\_  
Date Approved

# SIGN PERMIT APPLICATION COMPREHENSIVE LIABILITY INSURANCE INFORMATION

I hereby certify that I have obtained the necessary insurance coverage for the premises involved, additionally insuring indemnifying Mt. Lebanon, Pennsylvania as required by the Mt. Lebanon Building Code, and hereby submit certification with this application:

**Property Address** \_\_\_\_\_

**Insurance Carrier** \_\_\_\_\_

**Carrier Address** \_\_\_\_\_

\_\_\_\_\_

**Policy Number:** \_\_\_\_\_

**Effective Date:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_

I further certify and agree that at the expiration date of the present policy I will renew same or obtain required coverage for the life of the sign(s).

\_\_\_\_\_  
Insured Signature

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Print Insured Name