



City of Newport Sign Permit Application

Applicant Name:

Business Name:

Mailing Address:

Phone: Email:

Property Owner's Name:

Mailing Address:

Phone: Email:

Sign Contractor's Name:

Mailing Address:

Phone: Email:

Tax Map # Lot #

Property Location: *Street name if address # not assigned*

Total Building frontage occupied by the establishment (feet):

Inventory of all Existing and Proposed signs, including location, type, size, and height (above finished grade):

Type of Proposed sign(s):

Wall sign	Roof sign	Projecting sign	Free-standing ground sign
Temporary sign on private property		Temporary sign in public right-of-way* <small>(* when located in Public right-of-way, proof of liability insurance is required)</small>	

Location of Proposed sign(s)

Front Back Side

Construction Materials:

Will the Proposed sign(s) be illuminated? Yes No

If yes, what type of illumination?
UL Certification:

Applicant's Signature: Date:

FOR OFFICE USE ONLY

Application No. Submitted On: Fee Paid:

Granted: Denied: Approved By:

City Hall
169, SW Coast Hwy
Newport, OR 97365
541.574.0629



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Building Sketch

(Show building, property lines, and location of existing and proposed signs)

For temporary signs, provide a list of approximate locations of proposed signs. If signs are to be located in public right-of-way, also provide proof of liability insurance for your business or organization.

Permit Fees:

1. For the erection, placement, replacement or relocation of a sign, a fee of \$100. A supplemental fee of \$100 shall be charged for the initial permit for a mural sign that exceeds the maximum permissible size for a wall sign in the same location. (Non-profit organizations are exempt from the requirement to pay the supplemental fee for a mural sign.)
2. For the repair, demolition, or removal of an existing sign and/or its supporting structure, no fee.
3. For temporary signs placed in the right-of-way, a fee of \$25 per sign for the first sign and \$10 per sign for each additional sign. (Non-profit organizations are exempt from the requirement to pay this fee.)
4. For portable signs placed in the right-of-way adjacent to applicant's business, a fee of \$25 per sign per application for the first sign, and a fee of \$10 per sign for each additional sign. Also a fee for use of the right-of-way of \$25 per month per sign with a maximum of \$100 per calendar year shall be charged. (Non-profit organizations are exempt from the requirement to pay either fee required by this section.)