

Office of the City Engineer
222 N. Chauncey Ave., room 102
West Lafayette, IN 47906
765-775-5130
www.westlafayette.in.gov



TEMPORARY SIGN PERMIT

Form can be submitted to:
engineering@wl.in.gov

SIGN LOCATION: _____
ADDRESS OF CONSTRUCTION SITE

LOT NUMBER SUBDIVISION PARCEL NUMBER

OWNER: _____
NAME PHONE EMAIL

STREET CITY STATE ZIP

CONTACT/CONTRACTOR: _____
NAME PHONE EMAIL

STREET CITY STATE ZIP

A. Type of Sign:

- Portable
- Banner
- Free-Standing
- Other (specify) _____

B. Dates of Usage:

Start Date: _____ End Date: _____

C. Illuminated:

- No
- Yes (Inspection Required)

D. Size of Sign:

Height: _____

Width: _____

Overall height from grade: _____

E. Sign Placement:

- On-Building
- Free-Standing:
Proposed set-back from property line: _____

- No Temporary sign shall be maintained on-premises for more than 30 days within any 90-day period.
- No more than four (4) permits shall be issued within any 12 month period.
- No temporary sign shall be placed so as to obscure an entrance to, or an exit from, a public right-of-way.
- No temporary sign shall be placed on any sidewalk or within any public right-of-way.
- The temporary sign must be set back from the right-of-way a minimum of five (5) feet or by the total height of the sign, whichever is greater.
- No sign shall be attached to a tree or utility pole.
- No flashing, intermittent or animated illumination shall be used on the temporary sign or its supporting structure.
- Any temporary sign using electricity for illumination shall be properly connected in accordance to the Indiana Electrical Code, 2008 Edition, based on the National Electrical Code, 2008 Edition.

USER'S CERTIFICATE

I HEREBY CERTIFY THAT THIS TEMPORARY SIGN WILL BE USED FOR ON-PREMISES BUSINESS ADVERTISING IN ACCORDANCE WITH THE UNIFIED ZONING ORDINANCE OF TIPPECANOE COUNTY, INDIANA

OWNER'S NAME (Please type or print) OWNER'S SIGNATURE DATE

FOR OFFICE USE ONLY

Date Received: _____ Permit Number: _____

Ending date of last temporary sign: _____ Fees/Fines: _____ **TOTAL:** _____

Permit Approval: _____ Approval Date: _____
Authorized Signature

Conditions: _____

PERMIT NUMBER: _____