



City of Winchester
15 N. Cameron Street
Winchester, VA 22601
MAIN (540) 667-1815
FAX (540) 722-3618

SIGN PERMIT APPLICATION

PROJECT ADDRESS:

Building Permit#
BAR Case #
CE Case #
FDP #

Historic District: Yes No (*BAR Review Required)
Corridor Enhancement District: Yes No (*CE Review Required)
Flood Development Zone: Yes No (*Floodplain Development Review Required)

2 SETS OF PLANS AND 1 SITE PLAN REQUIRED

Estimated value of construction (materials & labor): \$

APPLICANT: Owner Lessee Contractor Other (Specify) VA Cont. Lic. #

Name: Contractor:
Address: Address:
City/State: City/State:
Phone: Phone:

All contractors are required to have a Winchester City Business License - Check with the Commissioner of Revenue

Sign Type - INDICATE NUMBER OF SIGNS

Bldg., Mounted Bldg., Painted Projecting Marquee
Freestanding Directional Window/Door Awning Other

BUILDING MOUNTED SIGNS

Length of Building ft.
Tenant Space Facing Street ft.
Area of Existing Sign(s) sq.ft.
Area of New Sign(s) sq.ft.
Method of Connection
Type of Construction
*Type of Illumination

Window/Door Only

Area of new sign per ea. Window/Door sq. ft.
Electrical Permit Required

FREESTANDING SIGNS/DIRECTIONAL SIGNS

Dimensions
Number Proposed Existing
Height Proposed (incl. exposed base)
Distance from Prop Line
Method of Connection
Type of Construction
*Type Illumination
Electrical Permit Required

**Foundation Required Yes No
Additional Fee Required for Foundation

I hereby agree to comply with all provisions of the current Uniform Statewide Building Code, the Zoning Ordinance, and other ordinances or policies as adopted by the City of Winchester, Virginia.

Printed Name Signature
Phone Date

Email Address: