

Parcel Number:

Permit Number:

Sign Application Form

Building Site Address:		Suite:
Type of Project: <input type="checkbox"/> Ground Sign <input type="checkbox"/> Roof Sign <input type="checkbox"/> Temporary Sign <input type="checkbox"/> Wall Sign <input type="checkbox"/> Marquee <input type="checkbox"/> Projecting Sign <input type="checkbox"/> Awning or Canopy <input type="checkbox"/> Other: _____		<input type="checkbox"/> Illuminated <input type="checkbox"/> Non-Illuminated
Distance to Lot Lines:		
Front:	Right:	Left:
If Modifications or Replacement of an Existing Sign, is Sign Known to Be: <input type="checkbox"/> Conforming <input type="checkbox"/> Non-Conforming <input type="checkbox"/> Not Sure		Estimated Project Cost: \$ _____
Sign Square Footage: _____ sq. ft.	Sign Height (Above Grade): _____ ft.	Date Sign to Be Erected: ____/____/____
Property Owner Name & Address:		<input type="checkbox"/> Check if same as Building Site Address.
Property Owner Email:		Property Owner Phone:
Contractor Name & Address:		<input type="checkbox"/> Check if the work is being done by owner.
Contractor Email:		Contractor Phone:
<p><i>Application is hereby made for a permit to erect/alter a sign as described herein or shown in accompanying plans or specifications where sign is to be located as shown on the accompanying plan. The information which follows and the accompanying plan and specifications with the representations contained therein are made part of this application in reliance upon which the building inspector is requested to issue a building permit. It is understood and agreed by this applicant that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this application, such as would operate to cause a refusal of this application or any material alteration or change in the accompanying plans, specifications or structure made subsequent to the issuance of a permit in accordance without the written approval of the building inspector shall constitute sufficient grounds for the revocation of such permit.</i></p>		
Applicant Signature: _____		Date: ____/____/____
Please attach plans and complete all gray shaded areas above. The portion below is for staff only. Thank you!		
Approval Conditions: This sign permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See below/attached for conditions of approval.		Date Received Stamp Here
Permit Fees:		Permit Issued By:
_____ sq. ft. x \$2.00 + Base Fee of \$50 = \$ _____ Maximum Fee is \$500, Unless Double-Fee Applies (Electrical Permit Not Included.)		Zoning Approval: _____ Admin Initials: _____ Date: ____/____/____

Please refer to City of Pewaukee Municipal Ordinance (Chapter 340, Article 9: Signs and Graphics).

W240 N3065 Pewaukee Road • 262-691-9107 • buildingservices@pewaukee.wi.us

Revised December 26, 2025. For more information, please visit our website: www.cityofpewaukee.us/140/Building-Services