





**Fees**

**Sign Permit Fee** (per the following table) shall be paid before issuance of the Sign Permit. This includes a non-refundable **Sign Review Fee of \$60.00**, which is required to be paid at the time of application.

Sign Type	Sign Permit Fee
Pole sign, Ground Sign, Multi-tenant Ground Sign, Entryway Sign:	
up to 50 square feet	\$125.00
greater than 50 square feet	\$250.00
Billboard:	
Static	\$650.00
Digital	\$1,500.00
Onsite Development Sign	\$90.00
Wall Sign, Projecting (Blade), Awning, Canopy/Fascia, Building Identification, Marquee, and Menu Board Sign	\$125.00
Directory Sign and Directional Sign	\$60.00

**Annual Inspections** are required for the following types of signs:

Sign Type	Inspection Fee
Digital Billboard	\$200.00
Electronic Message Centers incorporated within any sign type	\$150.00

In order to be approved for a sign permit, a business must also have:

- An Certificate of Occupancy approved or in review
- If you are applying for a new awning sign, and must install the awning, a Commercial Building Permit
- If you need to connect new wiring to light the sign (internally or externally) or for an EMC, an Electrical Permit

A separate permit is required for each sign that is to be installed/replaced.

All sign requirements can be found in Article 7 of the Unified Development Code, available to be viewed online at [www.arlingtontx.gov/cdp/udc](http://www.arlingtontx.gov/cdp/udc).

**I hereby certify that I have read and examined this application and know the same to be true and correct.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

- Is the subject site within a Planned Development (PD) zoning?  Yes  No
- Is this a zoning "change of use" per the UDC use list?  Yes  No

If approved, stamp the Sign Plan(s) with: "CITY OF ARLINGTON APPROVED PLANS"

Reviewed by: \_\_\_\_\_ (staff signature) Date: \_\_\_\_\_