

**POCONO TOWNSHIP**  
**NEW SIGN ZONING APPLICATION**

**Fee: \$100.00 per Sign**

**APPLICANT INFORMATION**

APPLICATION DATE: \_\_\_\_\_ PHONE #: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PROPERTY TAX #: \_\_\_\_\_ PIN # \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

**SIGNAGE INFORMATION**

SIGN OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

PHONE #: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_ FAX #: \_\_\_\_\_

SIGN TYPE: \_\_\_\_\_ SIGN ILLUMINATION: YES  NO

SIGN LETTERING/IMAGES (attach a separate sheet if needed): \_\_\_\_\_

SIGN LOCATION: \_\_\_\_\_

SIGN LENGTH: \_\_\_\_\_

SIGN WIDTH: \_\_\_\_\_ SIGN HEIGHT: \_\_\_\_\_ TOTAL SIGN SQ. FOOTAGE: \_\_\_\_\_

I acknowledge that the information I have provided on this application is true and correct to the best of my knowledge. This application has been prepared in accordance with Article VII the Pocono Township Zoning Ordinance as amended.

\_\_\_\_\_  
**APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**

**OWNER CONSENT**

\_\_\_\_\_ **OWNER SIGNATURE**

\_\_\_\_\_ **DATE**

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_

ZIP: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**RENEWAL- CONCENT**

I have reviewed the completed application and offer my full consent for the renewal of the existing sign located on my property as described above and shown in the attached photograph. **FURTHER ACKNOWLEDGE THAT THERE HAS BEEN NO STRUCTURAL CHANGE IN THE SIGN WITHIN THE PAST TWO (2) YEARS.**

\_\_\_\_\_ **OWNER SIGNATURE**

DATE \_\_\_\_\_

\_\_\_\_\_ **APPLICANT SIGNATURE**

DATE \_\_\_\_\_

**ZONING OFFICER REVIEW (DO NOT WRITE BELOW THIS LINE)**

Zoning Hearing Required? <input type="checkbox"/> YES <input type="checkbox"/> NO	Date:	Officer Initials:	Permit Issued? <input type="checkbox"/> YES <input type="checkbox"/> NO Permit #:
--	-------	-------------------	--

**SIGN APPLICATION INSTRUCTIONS:**

1. Fill out application above and sign where shown on the page. Property owner signature required on all applications.
2. Do not apply for more than one sign per application.
3. Pay the new sign fee of \$100.00 per each sign.
4. You may pay for multiple signs with one check/money order or cash. Credit and debit cards are not accepted.
5. A site Plan is required. The following items shall be shown on the site plan or it will be returned to you as an incomplete application:
  - a. Property Lines
  - b. North Arrow
  - c. Minimum Setbacks
  - d. Location of All Roads, Streets, or Highways with Identifying Name and/or Number
  - e. Location and size of Sign
  - f. Location of Driveway, Structures, Well (if applicable), and Septic System (if applicable)
  - g. Site plan should be drawn to scale or dimensional
6. Provide a Detail Sheet that shows the following:
  - a. Size of the sign
  - b. Size of the lettering of the sign
  - c. Actual wording and/or images to be shown on the sign
7. Please provide three (3) copies each of the Site Plan, and the Detail Sheet with the application.