



105 N Maple St | PO Box 300 | North Freedom, WI 53951 | 608-522-4550
Sauk County, Wisconsin

SIGN PERMIT APPLICATION

Any sign located, erected, moved, reconstructed, extended, enlarged, converted or structurally altered shall require a sign permit issued by the Village in advance of any action.

Signs excepted from this application:

In Residential/Agricultural Districts:

- **Signs over Show Windows or Doors** - or a nonconforming establishment announcing without display or elaboration only the name and occupation of the proprietor and not to exceed 2 feet in height and 10 feet in length.
- **Real Estate Signs** - not to exceed 8 sq. ft. in area which advertise the sale, rental, or lease of the premises upon said signs are temporarily located.
- **Name, Home, Occupation, Professional Office, Warning Signs** - not to exceed 2 sq. ft. located on the premises.
Farm Signs - giving the name of the farm, farm owner, or commodities produced shall not exceed 15 sq. ft. in total area.
- **Bulletin Boards** - for public, charitable or religious institutions not to exceed 8 sq. ft. in area located on the premises.
- **Memorial Signs** - tablets, names of buildings, and date of erection when cut into any masonry surface or when constructed of metal and affixed flat against a structure.
- **Official Signs** - such as traffic control, parking restrictions, information, and notices.
- **Temporary Signs** - banners when authorized by the Plan Committee.

In Business/Manufacturing Districts:

- **Wall Signs** - placed against the exterior walls of building shall not extend more than 6" outside of a building's wall surface, shall not exceed 200 sq. ft. in area for any one premises, and shall not exceed 15 ft. in height above the mean centerline street grade.
- **Projecting Signs** - fastened to, suspended from, or supported by structures shall not exceed 100 sq. ft. in area for any one premises; shall not extend more than 6 ft. into any required yard; shall not extend more than 3 ft. into any public right-of-way; shall not be less than 10 ft. from all side lot lines; shall not exceed a height of 15 ft. above the mean centerline street grade; and shall not be less than 10 ft. above the sidewalk nor 15 ft. above a driveway or an alley.
- **Ground Signs** - shall not exceed 15 ft. in height above the mean centerline street grade, shall meet all yard requirements for the district in which it is located, shall not exceed 100 sq. ft. in total advertising area.
- **Roof Signs** - shall not exceed 10 ft. in height above the roof, shall meet all the yard and height requirements for the district in which it is located, and shall not exceed 150 sq. ft. on all sides for any one premises.
- **Window Signs** - shall be placed only on the inside of commercial buildings and shall not exceed 25% of the glass area of the pane upon which the sign is displayed.
- **Combinations** - of any of the above signs shall meet all the requirements for the individual sign.

Sauk County
Village of North Freedom
Wisconsin, 53951

For Office Use Only:

License Fee Paid \$ _____ Receipt # _____
Date Issued _____ License # _____
Date Denied _____ Reason _____

Village Clerk Signature

Date of Application: _____

Applicant Information

Name of Applicant: _____

Firm Name, if applicable: _____

Relationship (circle one): Owner / Tenant / Prospective Owner/Tenant / Other: _____

Phone Number: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Property Owner Information – If Different from Above

Property Owner Name(s): _____

Ownership (circle one): Individual / Trust / Partnership / Corporation/LLC / Other: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Fax Number: _____

Email: _____

Subject Property Parcel Number or Address: _____

Subject Property Currently Zoned As: _____

Summary of Proposed Sign – If at all possible, please include any building plans, sketches, etc.:

Purpose of Sign:

- Advertising sign, off-premise
- Auxiliary sign (signs that support business activities)
- Business sign, on-premise
- Group Development business sign
- Temporary sign

Sign Configuration (check all that apply):

- Advertising vehicle sign
- Arm/Post sign
- Awning sign
- Freestanding sign
- Marquee sign
- Mobile sign
- Monument sign
- On-building sign
- Projecting sign
- Pylon sign
- Sandwich board/pedestal sign
- Wall sign
- Window sign
- Variable message sign

ANY COUNTY HIGHWAY FRONTAGE: Yes No

If yes, sign may need review from the Sauk County Highway Department.

I have reviewed Village of North Freedom Ordinance Chapter 16 – Zoning, Section 7 – Signs in its entirety.

Please initial here: _____

SIGNATURE OF UNDERSTANDING

By signing below, I/We have:

1. Reviewed and understand the applicable Village of North Freedom ordinances and its standards of approval related to this application;
2. Submitted an application that is true, correct, and complete to the best of my/our knowledge;
3. Acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application;
4. Understand that all meeting dates are tentative, minus the date of the Regular Session of the Village Board, and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons;
5. If this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and
6. Understand that the Village's ordinances and/or the conditions of development approval may specify timeframes within which I/we must take certain actions related to the development of the subject property, or risk having the approval being nullified.

Signature of Applicant: _____

Date: _____

Signature of Property Owner (if different): _____

Date: _____

To be completed by the Village Clerk:

The above application has been (approved, denied) by the appropriate jurisdiction on the ____ day of _____, ____.

The above application has been inspected by the Village of North Freedom and determined to meet the minimum standards and the applicant and / or property owner is hereby authorized to commence operation.

On this _____ day of _____, _____.

Village of North Freedom Clerk Signature

PERMIT NUMBER: _____