



Commercial Sign Permit Application

Permit # _____

Agent/Contact Name: _____

Mailing Address: _____ City _____

State _____ Zip Code _____ Phone # () _____

Fax # () _____ Email _____

Property Owner Name _____

Mailing Address: _____ City _____

State _____ Zip Code _____ Phone # () _____

Fax # () _____ Email _____

Contractor Name _____

Business Name: _____ License#: _____

Mailing Address: _____ City _____

State _____ Zip Code _____ Phone # () _____

Fax # () _____ Email _____

Site Information

Assessor's Parcel # _____ Div# _____ Block# _____ Lot# _____

Subdivision Name: _____

Site address _____

Number of Buildings currently on site: _____

Valuation (cost of completed project less value of land) \$ _____

Fees will be assessed in accordance with the Whatcom County Unified Fee Schedule (UFS) in effect at the time of application submittal. Please contact Planning and Development Services to determine project specific fees. Click [here](#) to see the 2019/2020 UFS.

Per UFS 2843 all permits and applications are subject to a Technology fee. The fee is calculated on the permit/application fees due.

Project Description (example: New 64 sq. ft. freestanding Sign)

New
 Replacement
 Freestanding Sign
 Wall Sign
 Roof Sign

Proposed Square Footages for this project (measured to outside face): _____

Total Square Feet: _____

Valuation: (cost of completed project less value of land) \$ _____

Any excavation must be noted below

EXCAVATION	The mechanical removal of earth materials. Earth material is any rock, natural soil, fill, or any combination thereof.					
BY FEET	Length (ft)	Width (ft)	Depth (ft)	Volume (ft³)	Divided By 27	= Cubic Yard
Building site	X	X	=		/ 27 =	CY
Ditching/Trenching	X	X	=		/ 27 =	CY
Other	X	X	=		/ 27 =	CY
MATERIAL DESTINATION:					TOTAL VOLUME:	CY

Please complete the following Agent Authorization only if an agent (someone other than the property owner) is applying for permit(s) on the property owner's behalf.

Agent Authorization

If you are authorizing an agent to apply for permits on your behalf you must complete this form and have it notarized, which will provide authorization for a designated agent to apply for permits on your behalf.

I/we, _____, the owner(s) of the subject property, understand by completing this form I/we hereby authorize _____ to act as agent. I/we understand said agent will be authorized to submit applications on my behalf, and any fees associated with submitted applications are due to me and not to the said agent. I/we also understand once an application has been submitted all future correspondence will be directed to the agent.

Property Owner Printed Name

Property Owner Printed Name

Property Owner Signature

Property Owner Signature

Date

Date

I certify that I know or have satisfactory evidence that _____ is/are the person(s) who appeared before me, and said person(s) acknowledged it to be his/her free and voluntary act for the uses and purposes mentioned in this instrument.

Dated _____

Notary Public Signature

Notary Public Printed Name
Notary Public in and for the State of Washington

Residing at _____

My appointment expires: ____/____/____

Disclaimer

The permittee verifies, acknowledges and agrees by their signature that:

- 1) If this permit is for installation of a dwelling, the dwelling is/will be served by potable water;
- 2) The property owner is the owner of this Whatcom County Permit;
- 3) The signatory is the property owner or someone who has permission to represent the property owner in this transaction;
- 4) All construction is to be done in accordance with Whatcom County codes or ordinances- *referenced codes and ordinances are available for review at Whatcom County Planning and Development Services;*
- 5) This Whatcom County Permit does not permit or approve any violation of federal, state or local laws, codes or ordinances;
- 6) Submission of plans or additional information and subsequent approval may be required before this application can be processed;
- 7) Notwithstanding that this application has been submitted in the name of a company, I personally guarantee payment (or guarantee payment on behalf of the client I am representing, noted on the Agent Authorization Form above) of the fees accrued according to the terms listed in the Whatcom County Unified Fee Schedule, including the Application of Fees from Different UFS Schedule Policy PL1-74-003Z, and agree to be bound personally as a principal and not as a surety. I recognize my personal guarantee is part of the consideration for review of the application.

Print Name

Owner or Agent Signature

Date