

SIGN VARIANCE APPLICATION

City of Allen Park

BUILDING DEPARTMENT

16850 Southfield Road Allen Park, MI 48101

Phone 313-928-1400 · Fax 313-928-1764



Sign variance application must include the following:

1. **Detailed drawing of the sign with dimensions.**
2. **Detailed drawing of the building showing any and all signs with their square footage that may be attached to the building, painted on the building and/or an a pole.**
 - **Dimension and height of building façade.**
3. **The variance application must also state the amount of variance in square feet that is to be requested taking into consideration any signs on or around the building.**
4. **The sign application must be complete, marking each and every part that pertains to the proposed sign.**
5. **Incomplete applications will be returned.**

1st Hearing (Board of Zoning Appeals)

\$300.00 to City Clerk

Variance Papers

If Approved

\$55 Permit Fee