



Sandwich Board Sign Permit Application

City of Brighton
200 N. First St.
Brighton, MI 48116

Applicant Name:	Business Name:
Address:	Address:
City/State/Zip:	Telephone:
Telephone:	Email:

Please initial the following indicating that you have read and agree to conform to the requirements of the ordinance for the use of sandwich board signs.

Code Requirements

	A sidewalk/sandwich board sign must be of A-frame construction with a minimum base spread of two feet and a maximum height of four feet. A sidewalk/sandwich board sign may not exceed eight square feet per side.
	Sidewalk/sandwich board signs shall be kept against the building face and within six (6) feet of the building entrance to the business to which the sign pertains and shall not obstruct pedestrian traffic or impede maintenance and/or snow and ice removal.
	A sidewalk/sandwich board sign may not be illuminated by any means and may not have any moving parts.
	A sidewalk/sandwich board sign must be properly maintained and must not be allowed to become unsightly.
	A sidewalk/sandwich board sign may only be in place during the commercial establishment's business hours.
	The owner of a sidewalk/sandwich board sign shall at all times carry liability insurance for \$1,000,000 naming the City as an additional insured on any such policy.

Design Standards

	Sidewalk/sandwich board signs shall be a quality design that is heavy enough to withstand normal wind and weather conditions. It shall be a writing surface that allows for writing in wet or dry erasable markers or chalk.
	Plastic, generic changeable copy signs are prohibited, as are changeable letters on tracks. Signs must be wood, metal, or other durable material that is decorative in style.

Required Documents

- Completed and signed permit application
- Certificate of Insurance (naming the City as an additional insured)
- Photo or catalog sheet for the sandwich board sign with dimensions
- \$50 Application fee

Hold Harmless Agreement

To the fullest extent permitted by law, _____, agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Brighton, its elected and appointed officials, employees, volunteers, and others working on behalf of the City of Brighton, against all claims, demands, suits, or loss, including all costs connected therewith, and for any damages, which may be asserted, claimed, or recovered against or from the City of Brighton, its elected and appointed officials, employees, volunteers, and others working on behalf of the City of Brighton, by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this agreement.

Date:	Printed Name:	Signature:
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