



City of Keego Harbor

Building Department

2025 Beechmont
Keego Harbor MI 48320

“Heart of the Lakes”

ANNUAL PORTABLE SIDEWALK SIGN PERMIT

Date: _____

Permit No.PSA _____

The undersigned applies for a permit to place a portable sidewalk sign under the provisions of the Zoning Ordinance, according to the following statements:

Applicant _____

Phone _____

Address _____

Placement Date _____ Date of Removal _____

Sign location in accordance with Ordinance _____

Address of sign location _____

Owner of Business _____

Business Name _____

Phone _____

Size of sign in accordance to the Ordinance _____

Before any permit is granted for placement of a portable sidewalk sign, the following requirements must be met:

1. The Business must be registered with the City and all Fire Department Regulations met.
2. Specifications shall be filed with the Building Official showing the dimensions and distance in accordance to the Zoning Ordinance.
3. Written consent of the owner/lessee of the premises upon which the sign is to be placed.

Signature of Applicant/Business Owner

Department of Building Safety

Approved By: _____

Permit Fee: \$25.00

Total Due: \$25.00