



## CITY OF MANZANITA

Development Services  
655 Manzanita Avenue – Manzanita Oregon 97130  
P.O. Box 129, Manzanita, OR, 97130-0129  
Phone: (503) 812-2514 | TTY Dial 711  
[devservices@ci.manzanita.or.us](mailto:devservices@ci.manzanita.or.us)

### SIGN PERMIT

**File #:**

**Date:**

**Once submitted, application materials and applicant information become public record.**

#### **APPLICANT INFORMATION:**

Owner/Applicant:

Mailing Address:

Phone:

Email:

City Limits: ☐

Urban Growth: ☐

#### **SITE INFORMATION:**

Site Address:

Map & Tax Lot(s):

Zone:

#### **Sign Permit- \$150**

1. Completed Request Form (An invoice with payment instructions will be emailed once all required documents have been received)
2. Email a PDF Copy of all documents to [devservices@ci.manzanita.or.us](mailto:devservices@ci.manzanita.or.us). All drawings must be to scale.
3. Required information on a permit application:
  - a. Provide a drawing to scale of the proposed sign or signs indicating dimension, materials, lighting, structural elements, and location on building or property.
  - b. Location and size of any existing signs that are not intended to be removed.
4. **See Manzanita Zoning Ordinance 95-4, Section 4.070 Sign Requirements**
5. **Please note: A separate structural permit may required for commercial projects.**