



# CITY OF FAIRBANKS SIGN PERMIT APPLICATION

PROJECT NAME/NUMBER:

OFFICE USE ONLY

APPLICANT TO COMPLETE NUMBERED SPACES ONLY

PLEASE PRINT

1. DATE		2. JOB ADDRESS				
3. LEGAL DESCRIPTION	PAN #	LOT NO.	BLK	SUBDIVISION	4. JOB NAME	
5. APPLICANT	MAIL ADDRESS		CITY/STATE/ZIP	PHONE	FAX	EMAIL
6. OWNER	MAIL ADDRESS		CITY/STATE/ZIP	PHONE	FAX	EMAIL
7. CONTRACTOR	MAIL ADDRESS		CITY/STATE/ZIP	PHONE	FAX	EMAIL
10. LETTERS DISPLAYED ON SIGN				11. TOTAL VALUE OF WORK PER SECTION 304.2 CITY OF FAIRBANKS ADMINISTRATIVE CODE		
12. CLASS OF WORK <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> DEMOLITION						
13. DESCRIBE WORK:						
14. ATTACHED SINGLE CABINET:			15. ATTACHED MULTI CABINET:		16. # OF CHANNEL LETTERS	
17. FREE STANDING OVER 10 FEET:			18. FREE STANDING UNDER 10 FEET:			

## NOTICE

### SEPARATE PERMITS ARE REQUIRED FOR STREET DIGGING, ELECTRICAL, PLUMBING AND MECHANICAL WORK

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS STOPPED AND NO INSPECTIONS ARE MADE FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED. (303.4 CITY OF FAIRBANKS ADMINISTRATIVE CODE)

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY LAW REGULATING CONSTRUCTION, SETBACKS, EASEMENTS OR THE PERFORMANCE OF CONSTRUCTION. I AGREE THAT THE WORK WILL BE DESCRIBED ABOVE PER THE APPROVED PLANS, SPECIFICATIONS AND CONDITIONS FURTHER SET FORTH BY THE BUILDING DEPARTMENT. IT IS THE DUTY OF THE APPLICANT TO INSURE THAT THE WORK IS EXPOSED AND ACCESSIBLE FOR INSPECTION UNTIL APPROVED BY THE BUILDING OFFICIAL AS SPECIFIED IN THE INTERNATIONAL BUILDING CODE.

*Note: The City of Fairbanks charges a convenience fee up to 3.6% (minimum \$2.50) on credit and debit card transactions not related to garbage collection.*

PRINT NAME AND TITLE (OWNER OR CONTRACTOR)

DATE:

SIGNATURE OF OWNER, CONTRACTOR OR AUTHORIZED AGENT

DATE:

## PERMIT FEES

FEE DESCRIPTION

FEE

APPROVED FOR ISSUE BY:

SUBTOTAL

PLAN CHECK FEE

PERMIT FEE

TOTAL FEE

CITY OF FAIRBANKS BUILDING DEPARTMENT

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FAX 459-6719

Visit Us on Web at [www.fairbanksalaska.us](http://www.fairbanksalaska.us)

1/29/2025