



Haines Borough
 Planning and Zoning
 103 Third Ave. S., Haines, Alaska, 99827
 Telephone: (907) 766-6400 * Fax: (907) 766-2716

SIGN PERMIT APPLICATION

I. Owner/Authorized Representative		Owner's Contractor(If Any)		
Name:	Name:			
Mailing Address:	Haines Borough Business License #:			
Contact Phone: Day Night	Alaska Business License #:			
Fax:	Contractor's License #:			
E-mail:	Mailing Address:			
	Contact Phone: Day Night			
	Fax:			
	E-mail:			
II. Sign Location				
Property Tax ID #:				
Site Street Address: (If Any)				
Legal Description: Lot (s)_____ Block_____Subdivision_____				
OR				
Parcel/Tract_____ Section_____ Township_____ Range_____				
[Attach additional sheets if necessary.]				
Zoning: Waterfront Single Residential Rural Residential Significant Structures Area Rural Mixed Use Multiple Residential Heavy Industrial Waterfront Industrial Commercial Industrial Light Commercial Recreational Mud Bay Zoning District Lutak Zoning District General Use				
III. Proposed Sign Information				
New Sign #	Description	Length x Width	Square Feet	Total Height <i>(Top of sign to ground)</i>
1				
2				
3				
4				
Existing Sign Information:				
Existing Sign #	Description	Length x Width	Square Feet	Total Height <i>(Top of sign to ground)</i>
A				
B				
C				
D				

ATTACHMENT A

SITE PLAN REQUIREMENTS

1. Drawing showing dimensions, including elevations, of lot on which activity/construction is planned.
2. Existing streets, alleys, sidewalks, driveways, easements, including widths.
3. Existing buildings/structures on the property, their location, dimension and proximity to lot lines or other structures. (Measured from closest point on structure to other lot lines, structures, etc.)
4. Proposed construction—including location, dimensions, and proximity to lot lines or other structures. (Measured from closest point on structure to other lot lines, structures, etc.)
5. Existing and proposed non-building improvements, including surface water drainage plan, driveway placement, culvert(s), off street parking (location and dimensions), on-site water and/or wastewater handling systems.
6. Shore lines, steep slopes, or other evidence of natural hazards.
7. If zero lot line construction proposed, show plan for handling snowdrop onto adjoining properties.

It is strongly recommended that an as-built survey be performed prior to submittal of the application.