



Purpose

This process is for any sign installation where the installation may put public safety at risk.

Procedure

This process will be required for all signs, which require closure of Right of Way and/or public sidewalks. Prior to issuance of permits, the sign company (applicant) must inform and provide documentation from city departments regarding the installation technique. The installation technique must be included in the sign permit application information.

Approvals must be obtained from the following city of Phoenix departments:

- City of Phoenix Community and Economic Development Department, Director's Office, 602-262-5040
- City of Phoenix Fire Department, Administrative Office – 602-262-6297
- City of Phoenix Police Department, Administrative Office – 602-262-7626
- City of Phoenix Public Transit Department, Director's Office – 602-262-7242
- City of Phoenix Street Transportation Department, Director's Office – 602-262-6284

Only after documentation from every department is received will the sign permit(s) be released.

CERTIFICATION

- I certify that I am aware of this requirement and will notify each department and know that permits will not be issued until the notifications are obtained.

Applicant Signature _____ Date: _____

Applicant Name (please print): _____

- I certify that I am aware of this requirement and due to the installation technique of the signs approvals are not required.

Applicant Signature _____ Date: _____

Applicant Name (please print): _____