



Tax Parcel # _____
Date _____

SIGN PERMIT APPLICATION
Fee: \$100 (Residential) / \$150 (Non-Residential)

Fee Due Upon Permit Submittal

Willistown Township
688 Sugartown Road
Malvern, PA 19355

Phone 610.647.5300 Fax 610.647.8156

Owner's Property Address:

Address _____ City _____ State _____ Zip _____

Property Owner(s) Signature(s) _____ / _____

All property owners must sign. To check names on the deed, visit: https://arcweb.chesco.org/cv3/Default_CV.html

Print Name(s) _____

Email Address _____ Phone _____

Site Property Address:

Address _____ Lot # _____

Zoning District _____ [To find your zoning district, view our zoning map](#)

Contractor Information:

Name of Company _____

Address _____ City _____ State _____ Zip _____

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of this jurisdiction. All work is to be done in accordance with Willistown Township ordinances.

Contractor's Signature _____ Print Name _____

Phone _____ Email _____

Type of Sign: Free-standing Attached

Illuminated Yes N If yes, how? _____

Size of Sign _____ sq.ft. Height of Sign _____ ft.

Setbacks: Front _____ ft. Side _____ ft. Side _____ ft. Rear _____ ft.

Please attach sketch of proposed sign and a plot plan locating sign on property and/or building. The plan must show distance from center line of road and property lines.

Please do NOT write below this line

Permit # _____ Date Issued _____ Amount Paid \$ _____

Code Administration Officer _____ Date _____

Approved _____ Reason for Disapproval _____

ARTICLE XVIII, Signs

§ 139-109. Confirmation required.

Any sign hereafter erected or maintained shall confirm with the provisions of this article and any other ordinance or regulations of Willistown Township relating to the erection, alteration or maintenance of signs and similar devices.

§ 139-110. Use and location requirements.

The following types of signs and no other shall be permitted:

- A. Official traffic signs. (No permit required. Township and state only are authorized to erect such signs. *(1))(2)
- B. Professional, accessory use or name signs, indicating the name, profession or activity of the occupant of a dwelling, and trespassing signs, or signs indicating the private nature of a driveway or premises, provided that the area on one side of any such sign shall not exceed two square feet. (No permit required. *(3))
- C. Signs advertising the sale or rental of a premises upon which they are erected, when erected by the owner or a broker or other person interested in the sale or rental of such premises, may be erected and maintained, provided that the size of any sign is not in excess of six square feet and not more than two signs are placed upon any property in single and separate ownership, unless such property fronts upon more than one street, in which event two such signs may be erected on each frontage. (No permit required. *(5))
- D. Signs advertising the sale or development of the premises upon which they are erected, when erected in connection with the development of the premises by a builder, contractor, developer or other person interested in such sale or development, may be erected and maintained, provided that the size of any such sign is not in excess of 20 square feet and not more than two signs are placed upon any property in single and separate ownership, unless such property fronts upon more than one street, in which event two such signs may be erected on each frontage. (Permit required. *(5))
- E. Signs indicating the location and direction of premises available for or in the process of development, but not erected upon such premises, and having inscribed thereon the name of the owner, developer, builder or agent may be erected and maintained, provided that the size of any such sign is not in excess of six square feet and not in excess of four feet in length, and not more than one such sign shall be erected on each 500 feet of street frontage. Signs permitted under this subsection may not be affixed to utility poles, traffic signs or traffic signals. (Permit required. *(6)) [Amended 9-10-1991 by Ord. No. 5-1991]
- F. Signs bearing the word "sold" or the word "rented," with the name of the person effecting the sale or rental, may be erected and maintained, provided that the conditions specified in Subsection C hereof are complied with. (No permit required. *(7))
- G. Temporary signs of mechanics, painters and other artisans may be erected and maintained during the period that such persons are performing work on the premises on which such signs are erected, provided that the size thereof is not in excess of 12 square feet and such signs are removed promptly upon completion of the work. (Permit required if in excess of six square feet. *(8))
- H. Identification signs of schools, colleges, churches, hospitals, sanitariums or other institutions of a similar nature, provided that the size of any sign is not in excess of 20 square feet and not more than two signs are placed on a property in a single and separate ownership, unless such property fronts upon more than one street, in which event two such signs may be erected on each front. (Permit required if in excess of six square feet. (9))
- I. Signs advertising the sale of farm products when permitted by this chapter, provided that the size of any such sign is not in excess of six square feet, not more than two signs are used, and the signs shall only be displayed when such products are on sale.
- J. Business or Industrial signs as follow
 - (1) In Business and Industrial Districts, provided that:

- i. Signs are erected on the same premises as the use to which they relate or are directional signs relating to a business or industrial use within the Township of Willistown. (Permit required. *(10))
 - ii. The total area on one side of all such signs, other than directional signs, placed on or facing any one street frontage shall not exceed 160 square feet for each lineal foot of building frontage, whichever is greater.
 - iii. Directional signs shall not exceed 25 square feet on any one side.
 - iv. Freestanding signs shall not exceed an overall height of 20 feet or be located within or project into a public right-of-way.
 - v. No sign shall project above or be placed upon the roof of any building.
- (2) In O-P Office-Professional Districts, provided that:
- i. Signs are erected on the same premises as the use to which they relate.
 - ii. The total area on one side of all such signs placed on one street frontage shall not exceed 20 square feet.
 - iii. Each sign shall be attached or placed flat upon the wall of the building to which it relates or shall constitute part of the architectural design of such building, except that a freestanding sign not attached to the building may be permitted where it does not exceed a height of six feet and the total area if any such sign does not exceed 10 square feet on any one side.
- K. Signs supporting a candidate for public office may be erected and maintained, provided that the size of any such sign is not in excess of 12 square feet, and provided that such signs may not be erected more than 30 days prior to the election, and provided that such signs must be removed within five days after the election. In the event of a violation of this provision, any or all enforcement remedies under the Municipalities Planning Code EN(11) may be brought against the owner of the property on which the signs were placed and/or the candidate supported by the signs. [Added 9-10-1991 by Ord. No. 5-1991]

§ 139-111. General restrictions.

The following restrictions shall apply to all permitted sign uses:

- A. No sign shall be placed in such a position that it will cause danger to traffic on a street or at an intersection by obscuring the view.
- B. No sign other than an official traffic sign shall be erected within or shall project over the lines of any highway or street unless specifically authorized by other ordinances or regulations of Willistown Township.
- C. All lighting or illuminating of signs shall conform to the provisions of § 139-106.
- D. In addition to the other requirements of this article, every sign referred to in this article must be constructed of durable materials, must be kept in good condition and repair, and shall not be allowed to become dilapidated. Each such sign shall be removed when the circumstances leading to its erection no longer apply.
- E. No provision of this article shall be construed to authorize the erection of a sign on any premises without the approval of the property owner.
- F. No sign shall be erected upon or project above the roof of any building, and no freestanding sign shall exceed 25 feet in height.
- G. A permit shall be required for the erection of any sign (See § 139-113). *(12)