



Township of Harris

224 East Main Street

P.O. Box 20

Boalsburg, Pennsylvania 16827

(814) 466-6228

Harris Township Sign License Procedure

Applicants for sign licenses must complete the attached application and submit it, along with:

- 1) A \$10 application fee (temporary signs and license renewals exempt).
- 2) A drawing showing the proposed sign(s) in relation to buildings, lot lines, right-of-way lines, etc. with measurements clearly marked.
- 3) A plan showing the design of the sign, the means of attachment or erection, the message to be presented on the sign, lighting details, etc.
- 4) Any other information the Ordinance Enforcement Officer will require showing full compliance with all applicable regulations.

Once received, the application will be reviewed for compliance with the Sign Ordinance. If approved, the applicant will be advised to construct and display the sign; if denied, the applicant will be informed as to the deficiencies of the application and how best to bring the application into conformance.

When the sign is erected, the applicant must contact the Township to arrange for an inspection. The applicant will then be invoiced for the fee for the three-year license, which will be issued upon payment.

Schedule of License Fees

Permanent signs: (non-conforming signs)	0-5 square feet	\$15.00
	6-10 square feet	\$20.00
	11-50 square feet	\$25.00
	51-100	\$30.00
	101-200 square feet	\$35.00
	201+ square feet	\$65.00
Temporary signs:	all	\$15.00

Note: It is important to understand the regulations for sign size and location before any sign is constructed. If you are unsure of any regulation, please contact the Harris Township Office for clarification before construction of the sign begins.

Please list the number and type of existing signs on premises:

Projecting

Directional

Wall

Off-premise

Ground Pole

Real Estate Development

Total number of existing signs on property: _____

Total area of existing signs on property: _____ sq. ft.

Total lineal front footage on main building on property: _____ feet.

A drawing shall be attached to this application showing the locations of buildings, structures, lot lines, adjacent streets and right-of-way, as well as the location of the proposed sign in relation to all of the above.

A drawing shall be attached to this application showing a design of the proposed sign, including materials to be used, lighting plans, method of construction, and means of attachment to the building or ground.

This section to be completed by Township staff.

Date application submitted: _____.

\$10.00 application fee paid: yes no

Ordinance Enforcement Officer action: application approved application denied

Date of sign inspection: _____.

Date of license fee paid: _____.

Date license issued: _____ Sign license #: _____.

signature of sign inspector (O.E.O.)

date of inspection

If application is denied, please specify reasons:

