

DEPARTMENT OF PLANNING AND PERMITTING  
CITY AND COUNTY OF HONOLULU

Application Index No. \_\_\_\_\_

**SIGN PERMIT WORKSHEET**

Permit No. \_\_\_\_\_

ZONE	SEC.	PLAT	PARCEL	LOT

Estimated Cost \_\_\_\_\_

Job Site  
Tax Key  
and Address \_\_\_\_\_

Permit Fee \_\_\_\_\_

Owner \_\_\_\_\_

Zoning \_\_\_\_\_

Owner's Address \_\_\_\_\_

Street Setback \_\_\_\_\_

All Existing  
Signs for  
Owner

All Existing  
Signs Not  
on Building

No.	Size in Sq.Ft.	Type (See Below)

Existing Use of  
Bldg. or Lot \_\_\_\_\_

Sign Designer \_\_\_\_\_

Sign Contractor \_\_\_\_\_

SDD OR HCSD \_\_\_\_\_

SMA \_\_\_\_\_

Remarks \_\_\_\_\_

Types of permissible signs, subject to restrictions in L.U.O.  
GARDEN - GROUND - HANGING - MARQUEE FASCIA - PROJECTING - ROOF - WALL

INDICATE TYPE OF SIGN	NO. OF FACES	AREA	HEIGHT	MATERIAL	NON-ILLUMINATED	SIGN TO READ
					INDIRECTLY ILLUMINATED DIRECTLY ILLUMINATED MOVING, ROTATING	

Rotating signs shall not exceed 10 revolutions per minute.

Print Name: \_\_\_\_\_ (Owner or Agent) \_\_\_\_\_ Date \_\_\_\_\_ Tel. No. \_\_\_\_\_

**A SIGN PERMIT APPLICATION SHALL BE ACCOMPANIED BY 2 COPIES OF SCALED PLAN SHOWING 1) DETAILED SIGN DESIGN, 2) LOCATION OF SIGN TO A SPECIFIC PORTION OF THE BUILDING OR LOT, 3) EXISTING SIGNS ON THE BUILDING OR LOT AND 4) OTHER INFORMATION AS REQUIRED BY THE DIRECTOR OF DEPARTMENT OF PLANNING AND PERMITTING.**

**NOTE: WHERE ELECTRICAL WORK IS INVOLVED, A PERMIT FOR THE ELECTRICAL WORK MUST BE OBTAINED.**