

Wall Sign Permit Submittal

Definition: *Wall Sign (Town of Prosper Sign Ordinance):* a permanent sign affixed to or painted on an exterior wall and extending not more than twelve inches (12") from the façade of any building to which it is attached, supported throughout its entire length by the building face.

Please submit the following documentation thru our [online permitting portal](#) to apply for a wall sign:

Required Submittal Documents:

ENERGOV SUBMITTAL TYPE: SIGN

1. **Site Plan (Survey).**
 - Location of the proposed sign
2. **Construction Plan.**
 - Renderings of the proposed wall sign.
 - Location and placement of the proposed wall sign
 - Dimensions of the proposed wall sign (overall length and overall height).
 - Façade Dimensions of the wall where sign is proposed (length and height).
 - Building Overall Height.

Specific Requirements:

1. A Wall Sign shall not be located on any façade other than the main front of the building if the sign is within 150 feet of the property line adjacent to a residential property.
2. For a single-tenant building, only two facades of the building may contain wall signs.
For a multi-tenant building, each tenant shall be limited to a wall sign on no more than two facades, with no wall sign permitted on any façade that does not front on an entrance, public thoroughfare or interior roadway within a development.
3. A Wall Sign shall be restricted to the façade of the tenant space on the building.
4. Maximum Effective Sign Area: 60 square feet or 10% of the façade, whichever is greater.
5. Maximum Height:
 - >20' wall height: 4'
 - 20' – less than 30' wall height: 6'
 - 30' – less than 40' wall height: 8'
 - 40' – less than 50' wall height: 10'
 - 50'+ wall height: 12'
6. Minimum Clearance: 9 feet
7. The total combined signage on any façade cannot exceed the maximum effective sign area allowed.
8. Sign shall be no closer vertically to the eave of the roofline or overhang than the predominant height of the text or graphic elements.

Reference Documents (as applicable):

- [Town of Prosper Sign Ordinance](#)