



SIGN PERMIT APPLICATION

City Hall
400 Washington Street

Building Codes - (319) 753-8172
Planning & Zoning - (319) 753-8151

OFFICE USE ONLY

Zoning District: _____ Fee: \$ _____ Paid: ____/____/____
 Allowed: _____ sq. ft. Proposed: _____ sq. ft.
 Existing: _____ sq. ft. Remaining: _____ sq. ft.

Please read completely and then fill out and submit information that is requested.

- ◆ ***A site plan drawing is required to be submitted with this application.***
- ◆ ***Fee for sign shall be paid upon approval of application.***
- ◆ ***NO signs shall be placed within the public right of way.***
- ◆ ***Signs must meet requirements as stated in the Zoning Ordinance and Sign Ordinance.***

Date: _____ Business or Activity: _____

Address: _____

Sign Value (Including Installation): \$ _____

Property Owner: _____

Address: _____ Phone: () _____

Sign Installer: _____ Phone: () _____

Address: _____

Building Frontage: _____ Lot Frontage: _____

EXISTING SIGN(S) INVENTORY

	<u>Type¹</u>	<u>Location</u>	<u>Height²</u>	<u>Size³</u>	<u>Area (Sq. Ft.)</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____

1. Pole, wall, monument, lighted, electronic message, etc 2. Ground (ave grade) to bottom of sign 3. Size: (length)*(width)*(depth)

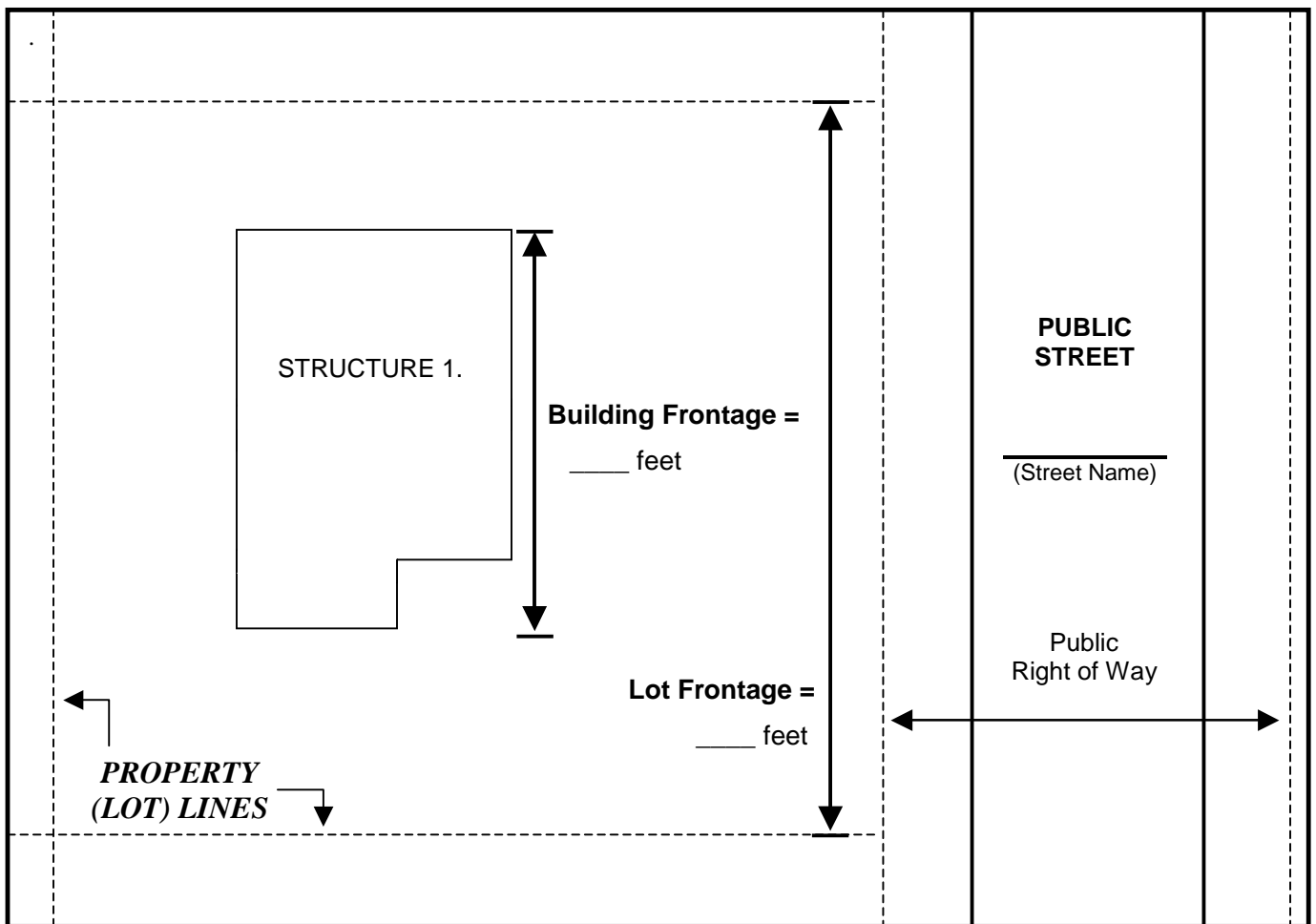
SAMPLE SITE LAYOUT SKETCH:

SHOW SIMILAR SKETCH OF PROPOSED AND/OR CURRENT SITE LAYOUT WITH THE LOCATION OF ALL PROPOSED AND/OR CURRENT SIGNS.

Show building outline and dimensions, property lines and dimensions, driveways, and sign locations. Include ALL frontage lengths in the sign application (lot frontages, building frontages).

LOT FRONTAGES are those portions of a lot, property, or building site which are adjacent to and abut a public street. Public alleys, easements, and pedestrian walkways are not considered frontage in determining sign area.

BUILDING FRONTAGES are those portions of the buildings which are parallel to and adjacent to the lot frontage.



X = Indicates Sign Location

Sign regulations and requirements are found under Chapter 17.75 Signs of the Zoning and Subdivision Regulations for the City of Burlington, Iowa.