

SIGN APPLICATION & PERMIT

City of Iowa City

Permit No. _____
 Permit Date _____
 Fee \$ _____
 Application Date _____

LOCATION OF SIGN _____ ZONING DISTRICT _____

OWNER OF PROPERTY _____
name address phone #

OWNER OF BUSINESS _____
name address phone #

SIGN ERECTOR _____ LICENSE # _____
name address

SPECIAL ELECTRICIAN SIGN INSTALLER _____ LICENSE # _____

LICENSED ELECTRICIAN _____ LICENSE # _____

TYPE OF SIGN

- Off Premises
- On Premises

BUILDING SIGNS

- Awning
- Canopy
- Facia
- Window
- Other

NON-BUILDING SIGNS

- Directional
- Drive Thru Menu
- Free Standing
- Monument
- Other

SPECIAL SIGNS

- Going Out of Business
- Special Event (30 day permit)

PROVISIONAL SIGNS

- Barber Pole
- Common (Free-standing) or Monument
- 2nd (free-standing) or (Monument)
- Time & Temp
- Other _____

DESCRIPTION & PLACEMENT OF PROPOSED SIGN

BUILDING SIGN

- Size
 Height _____ feet
 Width _____ feet
 Area _____ sq. ft.
- Total Area of Sign Wall _____ feet
- Total Area of (Awning) or (Window) _____ feet

NON-BUILDING SIGN

- Size
 Height _____ feet
 Width _____ feet
 Area _____ sq. ft.
- Lot Frontage _____ feet
- Sign Set Back from Property Line _____ feet
- Height Above Grade
 Top _____ feet
 Bottom _____ feet

ADDITIONAL INFORMATION

- Illumination
 - Internal
 - External
 - None
- Is An Electrical Permit Required?
 Yes No

FOR OFFICE USE ONLY

TOTAL BUILDING SIGNAGE

- Allowed _____ sq. ft.
- Existing _____ sq. ft.
- Proposed _____ sq. ft.
- Remaining _____ sq. ft.

COMMENTS:

THIS SIGN PERMIT WILL NOT BE ISSUED WITHOUT THE FOLLOWING ATTACHMENTS:

1. Plot plan (non-building signs only)
2. Dimensioned drawing sign
3. Structural Specifications
4. Sign inventory (building signs only)
5. Dimensioned drawing of a sign wall showing existing signage and placement of proposed sign (building signs only) . (A good photograph may be accepted in lieu of this drawing.)

THIS SIGN WILL WITHSTAND 30 LB./SQ. FT. WIND LOADING.

 Signature of Registered Engineer, Architect, or Authorized Agent

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

X _____
 SIGNATURE OF APPLICANT (DATE)

X _____
 SIGNATURE OF BUILDING OFFICIAL