

# 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**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) 2<sup>nd</sup> (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 sign4. 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