Date:

Owner/Business: Property Address:

Phone #: Email:

Estimated Cost of Sign: $ Total Square Footage:

**Type of Sign:** 1 2 3 4 5 6 (Circle type for application)

\*Site drawing required to show location from lot line, sign dimensions, height, and building frontages

Description of Sign:

Contractor:

Address:

Phone #: Email:

I hereby certify that the above and foregoing information is true and correct. I understand all building and work shall conform to all city ordinances and state building codes.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

Applicant’s Signature Print name Date

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- - - - FOR OFFICE USE ONLY - - - -

File #: Zoning District:

Existing Signs on Zone Lot:

Total Sign Area (New):

Setback Required Proposed Setback

Permit: Granted/Denied

Date:

Rick Schmidt, P.E. Director of Public Works / Zoning Administrator

Signs shall comply with 17.31 of the City Code.

Types of signs:

1. **Type 1**: Signs advertising a business or activity conducted, an area of interest, or a service available at a specific location. Such signs shall be not more than 12 square feet in gross area. There shall be not more than two such signs relating to any one such use in the approaching direction alone any one highway. Such signs may be placed at the right-of-way line of the highway. A larger number of signs may be permitted by the Zoning Board of Appeals if the Board shall find it necessary for directing the traveling public. A permit is required.
2. **Type 2**: Signs advertising a customary home occupation or professional home office. Such signs shall not exceed two square feet in gross area, shall be attached to the building and, if illuminated, shall be indirectly lighted. No permit is required.
3. **Type 3**: Signs advertising the sale, rent, or lease of the property on which the sign is placed. Such sign shall not exceed eight square feet in gross area and may be placed at the right-of-way line of the highway. No permit is required.
4. **Type 4**: Signs attached to commercial and industrial buildings advertising a business, general brand or product conducted or a service available on the premises. No sign shall exceed 40 square feet in gross area, be higher than four feet above the top of the roofline or exceed the maximum height limitation permitted in the district. A permit is required.
5. **Type 5**: On-premises signs advertising a public or semipublic use. Such signs shall not exceed 12 square feet in gross area. There shall be no more than one sign for each highway upon which the property faces. Such signs may be placed at the right-of-way line of the highway. A permit is required.
6. **Type 6**: Recreational directory signs indicating the direction to a cottage, resort, residence, or similar use. Such signs shall not be more than four square feet in gross area. Where a common posting standard is provided, all such signs may be placed at the right-of-way line of the highway. A permit is required.