



SIGN PERMIT

Inspection Phone Line: (913)-856-0989

APPLICANT TO COMPLETE THIS SECTION

24-hour notice of inspection request is required

Address or Location of Sign:	
Sign Company: _____	
Address: _____	
Phone: _____	Contact Person: _____
Business Name: _____	
Estimated cost of sign: _____	
<p>The following information must be provided as part of the sign application:</p> <ul style="list-style-type: none"> • A scale drawing showing the dimensions, material and colors of the proposed sign. If not to scale, include all dimensions. • A scaled plot plan of the lot indicating the proposed location of the sign. If not to scale, include all dimensions. • A drawing or photo showing all existing signs and the square footage of each sign. • Written approval to erect the sign from the property owner (if applicant is not property owner or legal tenant). 	
<input type="checkbox"/> Wall Sign Height of sign: _____ Width of sign: _____ Total area: _____ Area of wall (height x width) the new sign is to be attached to: _____ sq ft. Total area of any existing signage located on the same elevation as the new sign _____	
<input type="checkbox"/> Detached sign Height of sign: _____ Width of sign: _____ Total area: _____ <input type="checkbox"/> Subdivision If sign is curved, spherical, or any other shape, provide actual surface area: _____ <input type="checkbox"/> Free Standing Total height of detached sign: _____ Setbacks – Front property line: _____ Side property line: _____	
<input type="checkbox"/> Temporary Sign Height of sign: _____ Width of sign: _____ Total area: _____ <input type="checkbox"/> Banner Area of Wall: _____ sq ft Start date: _____ Expiration date: _____	
Signature of Applicant: _____ Date: _____	

This section to be completed by City staff

Approved by: _____	Date: _____
Date issued: _____	Permit Fee: _____
PERMIT #	