



PO Box 70 • 109 N HICKORY ST • MOUNT VERNON, MO • PHONE (417) 466-2122

### SIGN PERMIT APPLICATION

109 N HICKORY ST, MOUNT VERNON, MO 65712 – (417)466-2167

Date: \_\_\_\_\_ Permit No: \_\_\_\_\_

Site Address: \_\_\_\_\_

Zoning: \_\_\_\_\_ Within Interstate Sign District: Yes  No

Sign Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Check Sign function: \*See definitions

Advertising (Billboard)  Bulletin Board  Business  Identification

Memorial  Name Plate  Temp. Portable  Electronic Message Center

Check Sign Type: \*See definitions

Wall sign  Awning/Canopy  Ground  \*10ft max ht Monument  \*6ft max ht

Elevated  \*30 ft max ht, except billboard, 35ft max ht Projecting  \*20sq ft max area

Cost of Construction: \$ \_\_\_\_\_

Electric Service: New  Existing

Electrical Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Existing signs on parcel/building: Yes  No

Sign Types: \_\_\_\_\_

Sign Areas: \_\_\_\_\_

Legal description required on ALL ground, monument, and elevated signs.

\*May be an attachment

Lot No.: \_\_\_\_\_ Block No.: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Elevated and ground signs over 100 sq. ft. in effective area and/or over 20 ft. from ground level to the bottom of effective area require engineering with calculation from an engineer/architect licensed to practice in the State of Missouri. A signed seal is required on calculations and drawings for proposed sign structure. This also applies to roof mounted signs over 100 sq. ft. in effective area. Roof mounted signs requiring engineering must also show details of supporting roof structure to verify ability of the structure to support imposed loads, based on wind loading and sign weight. Required engineering shall reflect calculations based on 2012 International Building Code criteria. Calculations shall be based on 30 p.s.f. and 70 mph exposure values for both elevated and roof signs.

Elevation sketch required. \*For all sign types. \*\*Need not be to scale. Show sign dimensions, height, and placement on building when applicable, and may be an attachment.

Plot plan required. \*For elevated, ground, and monument signs. \*\*Show location and setbacks from property lines, street corners, and/or driveways. May be an attachment.

NOTE: Permit may be revoked at any time for non-compliance as per Section 405.560 of the City Code Book

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

---

Building Officer: \_\_\_\_\_ Date: \_\_\_\_\_