

SIGN PERMIT APPLICATION

City of Estherville, Iowa

Required for any sign to be erected, constructed, altered or relocated. **Signs that are adjacent to or visible from IA Hwy 4 or 9 may also require a permit from the Iowa Department of Transportation. For more information visit www.iowadot.gov/iowaroadsigns.**

Address of the building or parcel to which or upon which the sign is to be attached or erected.

Name, address and telephone number of the applicant, property owner and owner of the sign.

Applicant _____

Property Owner _____

Sign Owner _____

Name, address and phone number of person or firm erecting or installing the sign.

Application must also include:

- Copy of approved permit from Iowa DOT (if applicable).
- A site plan detailing the position of the sign in relation to nearby buildings, structures, property lines and rights of way.
- A description or sketch of the construction, size and support structure (if any).
- A sketch showing sign faces, exposed surfaces and proposed materials accurately represented in scale as to size, area, proportion and color.
- \$25.00 or \$100* permit fee. Date Paid _____ Receipt # _____ By _____

Include any additional information the zoning officer may require to show full compliance with all ordinances of the city.

Any variance from the sign code ordinance requires City Council approval.

All ground signs must have the address of the property included in the sign face.

***If a sign is constructed, erected, installed or altered without the issuance of a permit, the permit fee shall be increased to one hundred dollars (\$100.00).**

Proposed sign approved on _____, 20_____ by Staff City Council