

SIGN & BILLBOARD APPLICATION
City of St. Joseph, Missouri

Project Address:	Owner:
Applicant:	Occupational License #:
Address:	Phone:

Type of Proposed Sign: <input type="checkbox"/> On Premise <input type="checkbox"/> Off Premise (billboard) <input type="checkbox"/> Roof Top <input type="checkbox"/> Wall	<input type="checkbox"/> Fascia <input type="checkbox"/> Monument <input type="checkbox"/> Awning <input type="checkbox"/> Pole	<input type="checkbox"/> Cantilevered <input type="checkbox"/> Temporary <input type="checkbox"/> Illuminate, IF YES: <input type="checkbox"/> Is there an existing circuit?
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Caution: Lot lines do not normally coincide with curbs, grader ditches or sidewalks, and many fences are not located on lot lines. If you are not sure of the exact location of lot lines, have a land surveyor locate them.

ATTACH THE FOLLOWING:

1. Legal description of property.
2. Scaled drawing of site (if sign is detached from building).
3. Scaled drawings of construction and installation. (*Drawings must be stamped by a registered professional engineer if the proposed sign(s) will hang over public right of way, be closer to the public right-of-way than the height of the sign, or have a height of more than 15 feet.*)
4. If installed over the public right-of-way, written permission from the City's Public Works Director.
5. If hanging over the public right-of-way, a Certificate of Insurance.
6. If located in a local historic district, a copy of the Certificate of Appropriateness from the Landmark Commission or Downtown Review Board.

Describe any easements on the proposed site:

Signed (applicant):	Date:
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***** Section to be completed by the City *****

Zoning District:	Street Width:	Street Type:
Local historic district:	Downtown Precise Plan District:	Existing Building Line:
Billboards: Total Sign Area:	Street Frontage:	50% Ratio?

Permit Fees: <input type="checkbox"/> Fascia, Wall Cantilevered, Pole or Monument <input type="checkbox"/> Bldg issuance fee of \$63.00 for every new wall cantilevered, roof, pole or monument sign <input type="checkbox"/> Roof <input type="checkbox"/> Billboards 0 to 200 SQ FT <input type="checkbox"/> Billboards 200 + SQ FT Billboard issuance fee of \$63.00 applies to construction of sign structure.	\$78.75 \$78.75 \$78.75 \$315.00 TOTAL	\$ _____ \$ _____ \$ _____ \$ _____
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(For illuminated temporary signs, permanent wiring must be within 6')

<input type="checkbox"/> Electrical Permit Required	Remarks:
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Approved by: _____	Date: _____
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