

CITY OF WASHINGTON, MISSOURI

Department of Planning and Engineering Services
405 Jefferson Street • Washington, Missouri 63090
636.390.1010 phone • 636.239.4649 fax

SIGN PERMIT APPLICATION

Date: _____ Permit # _____

Address of sign: _____

Lot # _____ Subdivision _____ PID# _____

Address: _____

Applicant name: _____ Phone: _____

Applicant address: _____

Applicant email address: _____

Business owner's name: _____ Phone: _____

Property Owner's Name: _____ Phone: _____

Property Owner's Address: _____

Sign Company's Name: _____ Phone: _____

Sign Company's Address: _____

Sign Message: _____

Type of Sign: Ground [] Pole [] Building [] Other [] Specify _____

Estimated Cost of Project: \$ _____

Size of Sign: Horizontally: _____ Vertically: _____ Total Area: _____ (Sq. Ft.)

Height of Sign: From grade to top of the sign: _____ Zoning District: _____

Required Dimensions: Building face area: _____ (Sq. Ft.) Street Frontage: _____

Is the sign located in the Historic Preservation Design Review Area? [] Yes [] No

Does the sign include electric? [] Yes [] No

Does the sign include an electronic message display board? [] Yes [] No

If yes, please provide the manufacture's information pertaining to automatic day/night brightness adjustment.

Please submit the following for each sign permit application:

Two (2) drawings of sign plans including:

- Sign message
• Specifications of sign
• Method of construction and attachment to the building or ground
• Written consent of property owner(s)
• For electrical signs, submit electrical drawings
• Site plan showing where sign (pole/ground) will be on property. Include measurements to property lines.

Applicant Signature _____ Date: _____

OFFICE USE ONLY
APPROVED BY: _____ DATE: _____
[] SIGN: \$ _____ [] ELECTRIC: \$ _____ [] TOTAL: _____
DATE ISSUED: _____ PROCESSED BY: _____