Application for a Permanent Sign Permit

City of Joplin, Missouri

Each sign must have a separate application

****Each sign permit must be paid for prior to installation****

Permit No.	$_____ Permit Fee	Date Issued

Sign Location (street address) Present Zoning

Business Name Address Phone No.

Name of Applicant or Sign Company Address Phone No.

Licensed Electrician (required if illuminated, flashing lights, or any wiring is being done.) Phone No.

Check Type of Sign:

	Sign Type	Description
	Wall Sign:	Sign mounted to wall, parallel with wall; includes painted on, etched on
	On-Premise Detached Sign:	Freestanding sign advertising service or product located on the same property.
	Off-Premise Detached Sign:	Freestanding sign advertising service or product NOT located on the same property.
	Projection Sign:	Attached to wall and projects perpendicular from face of wall.
	Roof Sign:	Attached to and located above roof.

Type of Work: _____New Sign _____Alteration _____Repair

Sign Details:

a) Size in square feet_____ b) Show dimensions_____

c) Height above grade of **lowest** part of sign_____ d) Height above grade of **highest** part of sign_____

e) Projection beyond building line_____ f) Weight_____

g) Type(s) of materials_____ h) Type(s) of illumination_____

Remarks:_____

Are there EXISTING signs on premises?

Detached Sign Size:_____Wall Sign Size:_____Other Sign Size:_____

Required Attachments

1. A drawing indicating the location on the building, the height and width of the building face on which the sign will be attached, and the location on the site.
2. **For detached signs over 10' in height**, provide site plan indicating proposed location showing property lines, setback lines, and adjoining streets. Drawings showing details of construction, including loads, stresses and anchors. Drawings must be sealed by a Missouri registered design professional.

****All detached signs require a footing inspection prior to the concrete being poured****

****For footing and electrical inspections call 417-624-0820 Ext. 521****

I hereby certify the owner of record authorizes the proposed sign, and I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant_____ Date_____

Zoning & Planning_____ Board of Adjustment_____

City Council_____ Historic Preservation_____

Building Department_____ Engineering/Public Works_____

Phone: (417) 624-0820, Ext. 1542 | 602 S. Main Street, Joplin, MO 64801 | Fax (417) 625-4738