

# City of Mt. Vernon

## Sign permit application

417-466-2167

Fee: \_\_\_\_\_

Paid, City Clerk: \_\_\_\_\_

Zoning: \_\_\_\_\_

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

Permit#: \_\_\_\_\_

Location address: \_\_\_\_\_ Within Interstate Sign Dist? Yes \_\_\_ No \_\_\_

Sign contractor: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Owner/tenant name: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Sign function: (See definitions). Check one.

Advertising (Billboard)    Bulletin board    Business    Identification  
 Memorial    Name plate    Temp. Portable    Electronic Message Center

Sign type: (See definitions). Check one.

Wall sign    Awning/Canopy    Ground (10' max. ht.)    Monument (6' max. ht.)  
 Elevated (30' max. ht. except billboard 35' max. ht.)    Projecting (20 sq. ft. max. area).

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

Electric service: Existing \_\_\_ New required \_\_\_ (Name and ph. # of electrical contractor required)

Electrical contractor: \_\_\_\_\_

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 #: \_\_\_\_\_ Block #: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Signs over 100 sq. ft. in effective area and/or over 20' from ground level to the bottom of effective area require engineering with calculations 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 International Building Code 2006 criteria. Calculations shall be based on 30 p.s.f. and 70 m.p.h. exposure values for both elevated and roof signs.

Elevation sketch required. For all type signs. (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/monument signs. (Show location and setbacks from property lines, street corners, and /or driveways. ( May be an attachment).

Note: This permit may be revoked and any time for non-compliance with section 405 of the City Sign Code.

Signed: (Owner or authorized agent). \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

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