



City of

Harrisonville

est. 1836

Permit Number

### Application for Sign Permit

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

Tenant: Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax #: \_\_\_\_\_

Property Owner: Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax #: \_\_\_\_\_

Sign Agent: Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax #: \_\_\_\_\_

**Type of Sign (Check All That Apply)**

- Awning, Canopy, or Marquee Sign
- Ground Sign
- Elevated Sign
- Monument Sign
- Projecting Sign
- Roof Sign Elevated/Projecting
- Roof Sign—Flush Mounted Logo
- Wall Sign
- Window Sign
- Permanent Sign
- Temporary Sign
- Off-Premises Sign
- On-Premises Sign
- Animated Sign
- Attention Attracting Device
- Banner/Fabric Message Display
- Billboard
- Bulletin Board Sign
- Construction Sign
- Electronic Message Board
- Entrance/Exit Sign
- Identification Sign
- Inflatable Sign
- Name Plate Sign
- Project Entrance Sign
- Special Signs

Describe:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Building Permit Required:  
 Yes  No

Construction Valuation:  
\$ \_\_\_\_\_

**Describe Project:**

- New Sign
- Sign Maintenance/Repair
- Sign Replacement

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**Application Checklist**

- Completed Application Form
- Approved Site Plan (*Freestanding Signs*)
- Engineered Footing Drawings (*for Billboards*)
- Elevation Plan to Show Sign Placement on Building (*for Signage on Buildings*)
- Detail Sheet (typically from Sign Company)
- Provide Plans Demonstrating Compliance with the Building Code and Electric Code.
- Describe the Type and Amount of Landscaping to be provided in conjunction with the sign.
- Additional information may be required to ensure compliance with City Codes.

**List the Other Signs on the Property.**  
***Include Dimensions and Types of Signs.***

I hereby certify that the statements on this application are true to the best of my knowledge and belief. I further certify that I am either the owner of the property or the authorized representative acting on behalf of the property owner.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**—To Be Completed By the City—**

Date Received: \_\_\_\_\_ Fee: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date Approved: \_\_\_\_\_

**Notes:**