

SIGN PERMIT APPLICATION

PERMIT NO: _____

CONTRACTOR/BUILDER _____

ADDRESS _____

PHONE NUMBER _____

FAX NUMBER _____

PROPERTY OWNER _____

ADDRESS _____

PHONE NUMBER _____

FAX NUMBER _____

IS THE SIGN LIGHTED INTERNALLY OR EXTERNALLY? YES NO (Please circle one)

TYPE OF SIGN : BUILDING POLE (Please circle one)

SIZE OF SIGN _____ ESTIMATED COST \$ _____

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS/HER AUTHORIZED AGENT.

SIGNATURE OF AGENT _____

AGENTS ADDRESS _____

A SITE PLAN MUST BE ATTACHED TO INCLUDE ALL INFORMATION AS LISTED BELOW:

- A PLAN OF THE SIGN, INCLUDING DIMENSIONS AND POSITION OF THE SIGN(S);
- THE SIGN LEGEND OR COMMERCIAL MESSAGE; SIGN LOCATION; DIMENSIONS;
- CONSTRUCTION SPECIFICATIONS; ELECTRICAL COMPONENTS AND WIRING;
- METHOD OF ATTACHMENT AND DESIGN OF STRUCTURES MEMBERS TO WHICH ATTACHMENT IS TO BE MADE; AND LOCATION OF THE FOUNDATION OR POST HOLE LOCATION IN RELATION TO THE PROPERTY LINES AND PUBLIC RIGHT-OF-WAY.

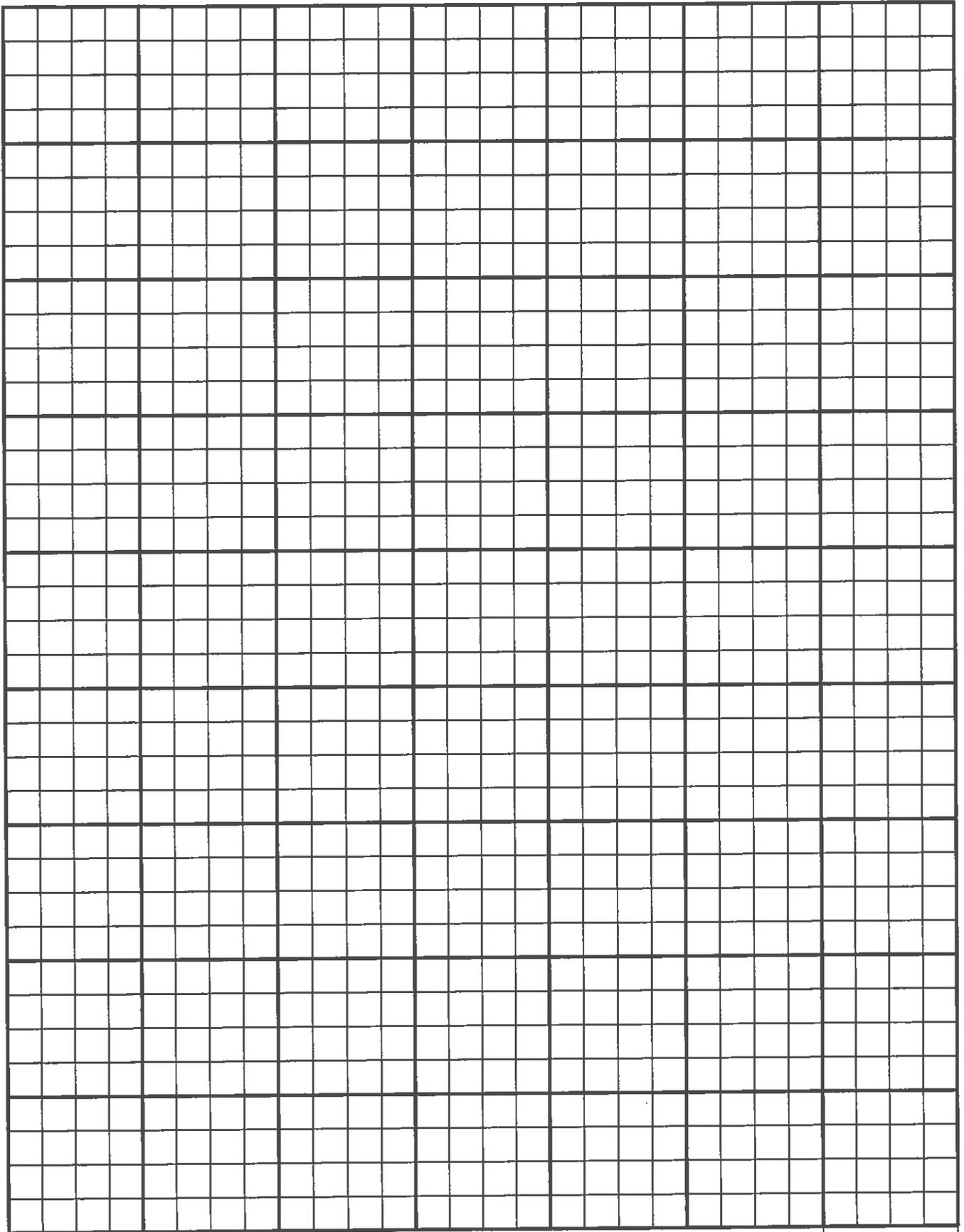
CITY CLERK: _____ DATE _____

BUILDING INSPECTOR: _____ DATE _____

CITY ADMINISTRATOR: _____ DATE _____

SUPERINTENDANT OF PUBLIC WORKS: _____ DATE _____

Site Plan



1 in

Scale - 1 in = _____

Section 412.020 Permit Required.

[Ord. No. 08-46 §1, 11-18-2008]

- A. No person, firm or corporation shall erect a sign or sign structure of any kind without a permit issued by the City of Carl Junction, upon payment of a permit fee of fifty dollars (\$50.00) for any sign, plus thirty-five dollars (\$35.00) for each inspection required. Signs that have been erected without a permit shall pay a fifty dollar (\$50.00) late fee upon application if no action has been taken after ten (10) days' notice by the City.
1. Application for a permit shall include the following:
 - a. Name and address of the sign owner.
 - b. The proposed location of the sign relative to lot lines, building(s) on or adjacent to the lot, utilities and other features pertinent to sign placement.
 - c. A plan of the sign, including dimensions and position of the sign(s); the sign legend or commercial message; sign location; dimensions; construction specifications; electrical components and wiring; method of attachment and design of structured members to which attachment is to be made; and location of the foundation or post hole location in relation to the property line and public right-of-way.
 2. A sign permit shall become null and void if the work for which the permit was issued has not been substantially completed within six (6) months from the date of the permit; provided however, that the City may, upon a showing in writing by applicant of extenuating circumstances, issue extensions covering a period not to exceed twelve (12) months from the date of issue of the original permit.
 3. All signs shall comply with the appropriate detailed provisions of the current Carl Junction Building Code relating to the design, structural members and connections. Signs shall also comply with the applicable provisions of the National Electrical Code as adopted by the City and the National Electrical Safety Code as it pertains to signs. In addition:
 - a. Signs shall be anchored to prevent any lateral movement that would cause wear on supporting members or connections.
 - b. No combustible materials other than approved plastics shall be used in the construction of electric signs.
 - c. Signs attached to masonry, concrete or steel shall be safely and securely fastened thereto by means of metal anchors, bolts or approved expansion screws of sufficient size and anchorage to support safely the loads applied.
 - d. There shall be no visible angle iron supports, guy wires, braces or secondary supports. All sign supports shall be an integral part of the sign design.
 - e. All electric signs shall conform in design and construction to the appropriate sections of the current National Electrical Code as adopted and other requirements as may be deemed necessary by the Building Inspector.
 - f. Electric discharge tubing (neon, argon, etc.) not terminated in an exterior metal sign raceway shall be terminated in receptacles designed and approved for the purpose.
 4. Building inspections required:
 - a. Footing inspections on all detached signs, including situations where square footage or panels are added to existing detached signs.
 - b. Electric inspections on all illuminated signs prior to final placement.
 - c. Final inspection which shall cover the sign location, structural members and placement of the insignia.