

Check#: _____
Receipt#: _____
Date: _____

Permit #: _____

City of Hiawatha
Community Development Department
Development & Code Enforcement
101 Emmons St., Hiawatha Iowa, 52233-1697
PHONE (319) 294-2929 FAX (319) 393-1516

SIGN PERMIT APPLICATION

(Please note a Sign Plan must be approved before sign permits can be issued)

DATE: _____

Application is hereby made for a sign permit for the following:

1. Type of Work: erect _____ alter _____ 2. Type of Sign: Temp _____ Permanent _____
3. Classification of Sign: ground _____ pole _____ portable _____ roof _____ projecting _____ wall _____
other _____
4. Master Sign Plan (Pre-Approved Location) _____ 5. Zoning District _____
6. Sign Owner _____ Address _____
7. Owner of Property _____ Address _____
8. Size of Sign _____ ft X _____ ft = _____ sq ft (area) 9. Sign Weight _____ lbs
10. Height above existing grade _____ ft Height above grade after construction _____ ft 11. Sign Clearance _____ ft
12. Sign Projection over ROW _____ ft 13. Distance from property (Lot) line _____ ft
14. Panel material _____ 15. Trim material _____
16. Structure: Supports _____ Framing Material _____
17. Hangers: No. _____ Kind and Size _____
18. Anchors: Type _____ How used _____
19. Electrical Contractor _____ Address _____

I hereby agree to install the sign(s) in compliance with the applicable codes and regulations of the City of Hiawatha, Iowa; the applicant further agrees that he will hold said City harmless from any and all claims for damages of any kind or character, defend any action that may be brought against said City, and pay all damages that may be assessed, including costs, should any damage occur through the erection, use or maintenance of said sign(s).

Sign Erector _____ Address _____

Phone _____ Signature _____

Property Owner _____ Address _____

Phone _____ Signature _____

IMPORTANT: This application must be accompanied by:

- a. An approved Sign plan showing the location of all proposed and existing signs on the Lot.
- b. A site plan for each sign indicating: dimensions, materials, design, structural supports and electrical components.

(All signs need to be internally lit or if illuminated externally, light needs to shine from above the sign and project onto the sign only. No light shall shine up from below the sign.)

Sign Permit Fee Schedule		
Monument Sign	\$35.00 per sign	
Pole Sign	\$35.00 per sign	
Wall Sign	\$30.00 per sign	
Administration fee added to all permits	\$5.00	\$5.00
	Total permit fee:	

APPROVED BY: _____
BUILDING OFFICIAL

DATE: _____