

APPLICATION FOR SIGN PERMIT

City of Sheldon, Iowa

Form updated Oct 2021

Applicant Name: _____ Business Name: _____

Address of Site: _____ Address of Applicant: _____

Phone: _____ Email: _____

PERMANENT SIGNS

The undersigned hereby _____ Construct _____ Alter _____ Replace
applies for a permit to: _____ Relocate _____ Face Change _____ Enlarge

Text/Description of Sign - Please also include if purpose if for on-premise (for the business) or off premise (advertising for activities not on the premises): _____

Message on one side? _____ Both Sides? _____ Digital sign _____

Length, width and area: (_____ x _____) = _____ Cost _____

Height (inc base): _____ Materials (Wood, Plastic, Metal, etc) _____

Description of base: _____

Zoning District: _____

Setback measurements from front & side property lines _____

Approximate date of installation: _____

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Temporary/Special Event Signs:

The undersigned hereby applies for a sign permit for \_\_\_\_\_

\_\_\_\_\_ For (# of) \_\_\_\_\_ days from \_\_\_\_\_ thru \_\_\_\_\_

Zoning \_\_\_\_\_ Setback \_\_\_\_\_ Size of Sign \_\_\_\_\_

Message  
\_\_\_\_\_  
\_\_\_\_\_

Draw Sign - Show Relationship to any buildings, streets, etc. Show setbacks and location on lot or on building. You may use the map feature in [www.beacon.schneidercorp.com](http://www.beacon.schneidercorp.com) or attach a separate sheet.

NOTICE

Permits expire if installation is not complete within 1 year of issuance. It is the responsibility of the applicant to determine if any subdivision covenants or easements may affect this project. Once application is completed, turn in at city offices. Absolutely no permit will be issued on the spot. The Zoning Administrator may require a conference before issuance. The undersigned agrees to comply in all respects with the provisions of the Outdoor Sign Regulations and Zoning Ordinances of the City of Sheldon and agrees to hold and save the City harmless from any damages arising from defective construction or disrepair of sign or damages from any source arising from its erection, use or maintenance, and further agrees to assume all liability for damages from any cause as stated above.

Applicant Name (please print)\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

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-- OFFICE USE ONLY --

Approved\_\_\_\_\_ Signature of Zoning Officer\_\_\_\_\_

Fee\_\_\_\_\_ Date\_\_\_\_\_

Disapproved \_\_\_\_\_ Reservation/Stipulations/Comments: \_\_\_\_\_

\_\_\_\_\_