



City of

Harrisonville

est. 1836

Permit Number

Application for Sign Permit

Site Address:
Tenant: Name, Business Name, Address, City/State/Zip, Phone #, Email
Property Owner: Name, Business Name, Address, City/State/Zip, Phone #, Email
Sign Agent: Name, Business Name, Address, City/State/Zip, Phone #, Email

Type of Sign (Check All That Apply)

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

**Describe Project**

- New Sign
- Sign Maintenance/Repair
- Sign Replacement

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

**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.

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 City—**

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

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

**Notes:**