



# CITY OF ST. JAMES SIGN PERMIT APPLICATION

## Site/Property Information

App. Date \_\_\_\_\_ Street Address \_\_\_\_\_ Zoning \_\_\_\_\_

## Owner(s) Information

Name \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

## Contractor Information

Name/Company \_\_\_\_\_ Business Lic. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

(\*NOTICE- Contractors must obtain a City Business License from the City Clerk prior to any commencement of work or construction.)

<u>Land Use</u>		
Residential <input type="checkbox"/>	Commercial <input type="checkbox"/>	Industrial <input type="checkbox"/>

## Important Information

A separate application must be submitted for each requested sign. Contact MO One Call (Dig-Rite) at 1-800-344-7483 or visit [www.mo1call.com](http://www.mo1call.com) at least 3 days prior to any digging for utility locates. A sketch or plan identifying the location of the proposed sign, a drawing of the sign copy and plans for installation/construction must be included with this application. All signage must pertain to the business being conducted within the building or lot. Off premise advertising is not allowed. Locating property corners and lot lines is the responsibility of the owner. Keep mud and debris off City & State rights-of-way. Small signs are not to exceed 15ft in height unless attached or affixed to related business and shall not exceed above the roofline. Large signs, billboards and outdoor advertising structures must be in accordance with MoDOT specifications. Church bulletin boards and signs are not to exceed 15ft in height.

## Proposed Sign Information

Monument <input type="checkbox"/>	Pylon <input type="checkbox"/>	Facade <input type="checkbox"/>
Billboard <input type="checkbox"/>	Electronic <input type="checkbox"/>	Copy Change <input type="checkbox"/>
Size: (H) _____ x (W) _____ = _____ sqft.		
Small Sign (Less than 30sqft.) <input type="checkbox"/>		Large Sign (30sqft. or larger) <input type="checkbox"/>
Permit Cost: Small Sign (Flat Fee of \$25) Large Sign (Flat Fee of \$50)		

