



City of Huxley

Sign Permit Application

A sign plan must be attached to this form and include the following information:

- Site map showing location of sign in relation to the boundaries of the lot where the sign is to be located and the location of buildings and structures on the lot.
- Full dimensions of sign as proposed with manufacturer's specifications (if available).
- Two (2) blueprints or ink drawings of the plans and specifications and method of construction and attachment to the building or ground.
- Written consent of the owner of the building, structure or land to which or on which the sign is to be erected. The lease between landlord and tenant will constitute written consent.
- The name of the person, firm, corporation or association that is registered with the City to do the work of installing or erecting the sign.
- Graphic representation of the sign facing including materials.
- Such other information as the building official shall require to show full compliance with sign regulations and all other laws and ordinances of the City which may be applicable, including the intended duration of temporary signs.

Name of Applicant _____

Address _____

Phone _____ Email _____

Location Address of Sign _____

Sign Type: Monument _____ Wall _____ Window _____ Other _____

Length of time sign will be displayed: Permanent _____ Other _____

Fees: \$2.00 per square foot for permanent signs with a minimum of \$25.00.
Temporary signs - \$25.00

I hereby acknowledge that I have read and completed this application and state that its contents are true and accurate. I agree to comply with all Ordinances of the City and all State laws regulating construction.

Signature of Owner or Contractor

City Use Only

Sign Building Permit

Amount Paid _____ Date Paid _____ Check Number _____

Permission is hereby granted to place the attached sign at: _____

Approved by: _____ Title: _____

Notes: _____