



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 _____

Phone _____ Email _____

Address of Sign _____

Sign Type: Monument ___ Wall ___ Window ___ Other _____

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

Fees: City of Huxley Code of Ordinances Chapter 165.32

Permanent: \$2.00 per square foot with a minimum of \$25.00.

Temporary: \$25.00

Temporary (30 days or less)—no charge

Total square feet: _____ X \$2 per square foot = \$ _____
(Permit Fee)

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 _____ Date _____

Office Use Only: _____ Sign Permit

Approved by: _____ Title: _____