

**CITY OF HARTINGTON  
SIGN PERMIT APPLICATION**

Date: \_\_\_\_\_  
Permit No. \_\_\_\_\_

PERMANENT SIGN:  
At (Location) \_\_\_\_\_  
HWY \_\_\_\_\_

TEMPORARY SIGN:  
Zoning District \_\_\_\_\_  
Mile Marker \_\_\_\_\_

APPLICATION FOR ( Please Mark As Appropriate)

- 1. On-Premise \_\_\_\_\_ Building Sign \_\_\_\_\_ Free Standing Sign
- 2. Off-Premise \_\_\_\_\_ Billboard
- 3. Change of Copy \_\_\_\_\_ On Existing Sign

SIGN INFORMATION (Please Complete Required Information)

- 1. Dimensions of Sign(s)
  - 1. length \_\_\_\_\_ width \_\_\_\_\_
  - 2. length \_\_\_\_\_ width \_\_\_\_\_
  - 3. length \_\_\_\_\_ width \_\_\_\_\_
  - 4. length \_\_\_\_\_ width \_\_\_\_\_
- 2. Setback From Property Line \_\_\_\_\_ (ft) (For Freestanding Signs)
- 3. Maximum Height \_\_\_\_\_ (ft) Minimum Height \_\_\_\_\_ (ft) (For Freestanding Signs)
- 4. Existing Sign Area on Premise \_\_\_\_\_ (sq ft) - (Building and Freestanding signs)
- 5. Will Sign Be Illuminated \_\_\_\_\_; Have Moving Elements \_\_\_\_\_;  
If yes, please explain: \_\_\_\_\_

6. Sign will be permanently anchored to Ground \_\_\_\_\_; Building \_\_\_\_\_; If other, please explain \_\_\_\_\_

7. Sign Owner: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

8. Property Owner: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

9. Sign Erector \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

I hereby acknowledge that this application is correct and I agree to comply with all city ordinances regarding signs. I understand that this sign should not be erected without full knowledge and agreement of the property owner. I further understand that the issuance of this permit shall not prevent zoning enforcement from thereafter requiring correction of violations. Finally, I understand that this permit is not valid until the fee is paid and that work under this permit must be completed within six (6) months, or the permit must be renewed.

Signature of Permittee \_\_\_\_\_  
Total Sign Value \$ \_\_\_\_\_ Permit Fee \$ 20.00

Disapproval: \_\_\_\_\_

Approval: \_\_\_\_\_

Building Official Signature: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_