

**BUILDING/ZONING SERVICES**

City of Cedar Rapids, Iowa  
1201-6th St SW  
Cedar Rapids, IA 52404  
Zoning (319) 286-5836  
Fax (319) 286-5830

PERMIT NO: \_\_\_\_\_

FEE: \_\_\_\_\_

**APPLICATION for SIGN PERMIT**

**SITE PLAN MUST BE INCLUDED WITH APPLICATION SHOWING SIGN DIMENSIONS, HEIGHT ABOVE GRADE AND ANY/ALL EXISTING SIGNAGE ON THE LOT**

(Site Plan Attached )

**Approval DOES NOT COVER OR PERMIT any signs, trim or ornamentation, which is not shown on the approved drawings. (Artwork Attached )**

**SETBACKS ARE MEASURED FROM LOT LINES OR PROPOSED RIGHT-OF-WAYS, "NOT" CITY SIDEWALKS, STREETS, CURBS, ALLEYS OR "FENCES". APPLICANT IS RESPONSIBLE FOR LOCATING LOT LINES. NO PERMANENT SIGN OR SIGN STRUCTURE SHALL BE LOCATED IN OR OVERHANG ONTO AN EASEMENT**

Application is hereby made for a permit to do the following work.

INSTALL REFACE REPAINT RELOCATE ON-PREMISE OFF-PREMISE State Permit NO. \_\_\_\_\_ (if applicable)

OTHER DOUBLE FACE TEMP SIGN (Valid for 1-yr),  BANNER (Valid for 1-yr, not to exceed 32 sq. ft. Installed & safely secured to the building wall or approved existing, permanent sign structure - with Zng approval.)

AWNING WALL GROUND POLE PROJECTING ROOF OTHER

PRIMARY OCCUPANCY FRONTAGE, \_\_\_\_\_ ft. PRIMARY LOT FRONTAGE, \_\_\_\_\_ ft.

SECONDARY OCCUPANCY FRONTAGE, \_\_\_\_\_ ft. SECONDARY LOT FRONTAGE, \_\_\_\_\_ ft.

**Note:** Message center shall be limited to directing attention to a specific business, product, service, entertainment event or activity, or other commercial activity that is sold, produced, manufactured, furnished or conducted at the property upon which the sign is located. Message Center may also include time, temperature, weather information and non-commercial public service messages.

Sign Location: \_\_\_\_\_, Cedar Rapids, Iowa, for  owner  occupant

Business & Contact name \_\_\_\_\_

Address: \_\_\_\_\_ Use District \_\_\_\_\_

Type of business: \_\_\_\_\_

SIGN: Surface area \_\_\_\_\_ ft. by \_\_\_\_\_ ft., Area \_\_\_\_\_ sq. ft., Weight \_\_\_\_\_ lbs. Thickness \_\_\_\_\_ inches,

Ht. above grade (Vertical distance to bottom of sign) \_\_\_\_\_ ft., Overall ht. from grade \_\_\_\_\_ ft., Projection \_\_\_\_\_ ft.

In consideration for the approval of this application and the granting of a permit, we hereby agree to install the sign(s) in compliance with applicable codes and regulations of the City of Cedar Rapids, Iowa; the applicant further agrees that he will hold said City harmless from any and all claims for damages of any kind or character, defend any action that may be brought against said City, and pay all damages that may be assessed, including costs, should any damage occur through either the erection, use or maintenance of said sign(s).

Sign Contractor: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_

Electrical:  Illuminated,  Flashing,  Steady lighting Contractor: \_\_\_\_\_

Traffic Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Other Review Comments: \_\_\_\_\_

Sign Code/Zoning Ordinance can be reviewed at [www.cedar-rapids.org](http://www.cedar-rapids.org) > Departments > Development > Zng Ord  
Zoning e-mail address: [zoning@cedar-rapids.org](mailto:zoning@cedar-rapids.org)