

SIGN APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299
 (515) 961-9430 • comdev@indianolaiowa.gov



PROPERTY OWNER

(Last Name) _____
 (First Name) _____
 (Address) _____
 (City) _____ (State) _____ (Zip) _____
 (Phone) _____ (Email) _____

CONTRACTOR (if not Property Owner)

(Company Name) _____
 (State of Iowa Registration Number) _____
 (Address) _____
 (City) _____ (State) _____ (Zip) _____

SIGN PERMIT

Submittal Requirements:

*All submittal requirements must be completed.
 Incomplete applications will not be considered*

- Property Address: _____
- Completed Application
- Filing Fee: See Fee Schedule
- Type of Sign: _____
- Site Plan and Elevations
- Detailed plans indicating:
 - Length, width, thickness , total square feet
 - Ground sign setbacks and height
 - Percentage of building face of wall sign
- Other Information as required by Director

SIGN EXEMPTION

Submittal Requirements:

*All submittal requirements must be completed.
 Incomplete applications will not be considered*

- Property Address: _____
- Completed Application
- Filing Fee: \$50 per request
- Site Plan and Elevations
- Written narrative indicating the Section of Chapter 167 of the Code of Ordinances of Indianola, Iowa under which the exemption is sought and stating the grounds on which it is requested.
- Other Information as required by Director

SIGN APPEAL

Submittal Requirements:

*All submittal requirements must be completed.
 Incomplete applications will not be considered*

- Property Address: _____
- Completed Application
- Filing Fee: \$50 per request
- Site Plan and Elevations
- Written narrative stating the decision appealed from, the date of the decision and the reason that the applicant feels that the administrative officer was in error.
- Other Information as required by Director

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application.

Signature _____

Name (printed) _____

Date _____

FOR OFFICE USE ONLY: Code to 41270 (Sign Permit)
 41800 (Exemption/Appeal)

Date Received: _____

Receipt No: _____

Receipt Amount: _____