



CITY HALL  
124 W. COURT AVENUE  
WINTERSET, IOWA 50273-1545  
PHONE (515) 462-1422  
FAX (515) 462-1963

## SIGN PERMIT APPLICATION

You can submit permit application to dbarden@cwmu.net

Complete code information available at Winterset.gov (Sections 4.12080 – 4.12082)

Applicant Name:	Phone Number:
Address of sign:	Email address:
Sign Contractor:	Phone Number:

### ZONING DISTRICT:

Commercial    Downtown Commercial (see color palette standards under code section 4.12048.C.5)  
 Industrial    Residential (with an approved SUP)    Transition Districts

### SIGN TYPE:

<input type="checkbox"/> <b>Wall Sign</b> Illuminated? Y <input type="checkbox"/> N <input type="checkbox"/> L: ____ W: ____ Sign square footage: ____ Façade square footage: ____ , ____ % of sign to façade	<input type="checkbox"/> <b>Projecting Sign</b> Illuminated? Y <input type="checkbox"/> N <input type="checkbox"/> L: ____ W: ____ Total square footage (10 sq ft. max): ____
<input type="checkbox"/> <b>Monument Sign</b> (in lieu of Pole Sign, max 1) Illuminated? Y <input type="checkbox"/> N <input type="checkbox"/> L: ____ W: ____ H: ____ Total square footage (48 sq ft. max): ____	<input type="checkbox"/> <b>Pole Sign</b> (in lieu of Monument Sign, max 1) Illuminated? Y <input type="checkbox"/> N <input type="checkbox"/> L: ____ W: ____ H: ____ Total square footage (48 sq ft. max): ____
<input type="checkbox"/> <b>Freestanding Sign</b> (i.e. gas pump canopy, kiosk, etc) Illuminated? Y <input type="checkbox"/> N <input type="checkbox"/> L: ____ W: ____ H: ____ Total square footage(5% of structure face): ____	<input type="checkbox"/> <b>Electronic Message Board</b> L: ____ W: ____ H: ____ Total square footage (24 sq ft. max): ____
<input type="checkbox"/> <b>Directional Signs with advertising material</b> Total number: ____	<input type="checkbox"/> <b>Directional Signs without advertising material</b> Total Number: ____

### DESCRIPTION OF PROJECT:

### EXISTING SIGNAGE including square footage (to remain):



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## SIGN REGULATIONS\*

### Residential District Signs (code section 4.12082.F)

- Business signs for Special Exception Uses limited to 2 square feet and attached to the residence as approved by the Board of Adjustment.
- Temporary signs for the identification of contractors, engineers, etc while construction is in process.

### Downtown Commercial District Signs (code section 4.12082.F)

- Wall signs limited to 10% of building façade per elevation
- Signs within the immediate downtown square may not project more than 1 foot from building face.
- Signs within the contiguous single block area in each direction adjoining the immediate downtown square may be allowed but are limited to 10 square feet in area, project no more than 5 feet from the wall and shall be permanently attached no less than 8 feet above the ground or sidewalk.

### Commercial, Industrial and Transition District Signs (code section 4.12082.H)

- Commercial and Transition District signs are limited to 10% of the building façade per elevation.
- Industrial District Signs are limited to 20% of the building façade per elevation.
- Signs are limited to 1 wall sign per business and 1 pole sign or monument sign.
- Freestanding signs are allowed.
- Electronic Message Boards are allowed.

\* For complete information on the regulations for signs, please see the Winterset Municipal Code Sections 4.12080 through 4.12082.

**By signing below, the applicant acknowledges that the information provided in this application is true and correct**

- Except as provided by law, where any work has been started prior to obtaining this permit, the regular fee shall be doubled.
- ALL WORK MUST BE INSPECTED. It is the responsibility of the applicant to call for inspections at 515-850-2980.
- Any questions as to code requirements or practices shall be resolved prior to initiation of the project.
- The applicant must submit site plan and drawings per code section 4.12082.A.

SIGN PERMIT FEES	No.	Fee
Master Signage Plan Application Fee: \$100		
Sign Permit, Initial, Including Inspection: \$75		
<b>TOTAL</b>		\$

Applicant Signature:	Date:	Staff Signature of Approval:	Date:
Fee Paid? Y <input type="checkbox"/> N <input type="checkbox"/>			