



MISSION SIGN PERMIT APPLICATION

Permit No. _____

Date of Issuance _____

Owner _____

Contractor _____

Address _____

Address _____

Phone # _____

Phone # _____

Sign Location / Address _____

Legal Description: Lot _____ Blk _____ Subd. _____

Value of Sign: \$ _____

TYPE OF SIGN

Accessory Banners* Billboard Canopy Changeable Copy (LED)**

Ground Pole Marquee Roof Subdivision Wall Temporary* **Other**

- *Permitted for 30 days then must be removed for a period of 3 months and re-apply for a new permit.
- **Conditional Use Permit required if within the Expressway Corridors. Required public hearing(s) will slow down permit process.
- Temporary/Portable Signs shall be permitted on an “on-premises” basis, and must be removed no later than 30 days from the day of the permit.
- Off-premises signs are prohibited

REQUIRED ATTACHMENTS

- Site plan showing proposed location and setbacks from property lines.
- Detailed, dimensioned plans of sign showing graphics.
- Building elevation(s) showing sign(s) on building.
- If any other signs are on the property, give the number of signs, type, and location(s).
- **Changeable Copy Signs must include: Documentation that the sign will not exceed 5,000 candelas/ sq. meter during the daylight hours and 500 candelas/sq. meter between dusk and dawn; must have an automatic dimmer control; Colors shall not include red, yellow or green color spectrum used for traffic control devices; Must not display a message that or picture that scrolls, fades, blinks, bursts, flashes, travels, or by any other means that does not provide constant illumination. Every message or picture display must remain static for a minimum of 8 secs. and must accomplish a change in display within 2 secs. or less.
- Engineered plans required if sign height is over 8’.
- All electrical work requires a separate permit and must be performed by a licensed ‘Sign Electrician’.
- Sign footing(s) must be inspected before covering.
- All materials and work must comply with the ICC Building Code.

I hereby certify that the foregoing is correct to the best of my knowledge and the said work will be done in conformance with the information herein set forth and in compliance with City of Mission Codes regulating sign requirements.

Owner/Contractor _____

Date _____