



Sedgwick County... working for you

Wichita-Sedgwick County Metropolitan Area Building and Construction Department

STREET ADDRESS BLDG / SUITE ZIP CODE SECONDARY ADDRESS (and/or LEGAL)

CONTRACTOR LICENSE # PHONE # FAX # SALESPERSON

Business Name On Site Off Site BZA/CUP/PUD/CU #

Non Conforming: Yes No Zoning District Adjustment or Variance (include copy): Yes No

TYPES OF SIGN: 1. NEW 2. COPY 3. Ground 4. Pole 5. Projecting 6. Wall 7. Real Estate 8. Project Title 9. Off Site

ILLUMINATION: Yes No INSTALLATION METHOD: Listed Approved

Table with 8 columns: TYPES, HEIGHT (in feet), WIDTH (in feet), Number of FACES, Total AREA, MATERIAL, NOTATIONS/PERMIT #, ILLUMINATED Y/N

Calculation of Fees: Area sq. ft. / 10 = x \$ per sq. ft. = + \$25.00BASE (per sign) = \$

Total number of signs: Total height of each ground or pole sign: Tenant type: multi single

Total wall elevation square footage for sign #1 Height of wall sign Location of Sign: North, South, East, West, N/E, N/W, S/E, S/W

- 2. Is surfaced parking area required between building(s) Yes No
3. Total linear feet of frontage for pole sign
4. If corner sign, linear feet of 2nd street frontage used for calculation
5. Separation required by code for pole signs: 150' 75'

OFF SITE SIGN INFOMATION

- 6. Direction of travel for signs faces: (North, South, East, West, N/E, N/W, S/E, S/W)
7. If off site sign; give linear feet of commercial zoning for mile
8. Distance from nearest adjacent Off Site sign
9. Number of other existing off site signs in mile for consideration

OFFICE USE ONLY

Faxed Mailed E-Mailed Hand carried Date Received Date Faxed Back

Application approved By: Date

Application disapproved Reason:

**Site Plan: Locate signs and street name (In City of Wichita, Refer to Ordinances 24.04.200 - [driveways] & 24.04.220 [T] [intersections]). Include all existing sign locations, distances, separations, square footages, etc.**

**FAILURE TO SHOW ALL REQUIRED MEASUREMENTS AND INFORMATION SHALL BE CAUSE TO REJECT THIS PERMIT APPLICATION**

**Please number the signs to match information on front**

								↑N

**Sign Design (dimensions, height from ground to lower edge of sign)**

**Scale:** \_\_\_\_\_


I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work **will be complied with whether specified herein or not.** The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating construction or the performance of construction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

Final Inspection by \_\_\_\_\_

Date \_\_\_\_\_