



## Sign (Permanent) Permit Application

Permanent (and temporary) signs must be permitted and approved prior to installation. Permanent (and temporary) signs placed without proper approval and permits may be ordered removed and/or subject to fine.

Submit this completed application along with an inventory of existing signage, graphic of proposed sign with sign height, sign area, quantity of signs requested and site plan indicating location and setback, along with any other applicable site details via the [Davenport E-Plan Review](#) portal.

Questions pertaining to the permissibility of signs should be directed to Community Planning at 563.326.6198 or [planning@davenportiowa.com](mailto:planning@davenportiowa.com).

Staff will contact applicant once proposed sign(s) are approved.

The permit fee for permanent sign installation is \$50.00. This fee is payable to the City of Davenport, Public Works Building Division, 1200 E 46<sup>th</sup> St, Davenport, IA 52807 upon approval.

Where the owner of the improvements is a tax levying body, a permit shall be obtained in the normal manner, but no fee is required.

Signs requiring an electrical connection require an [electrical permit](#) in addition to the sign permit. All electrical work must be performed by a licensed and bonded electrical contractor.

Address of Proposed Sign						How many signs currently exist at this location?	
Purpose of Sign							
Description of Project							
Sign Height		Sign Area		Quantity			
Will electricity be required for this sign?						<input type="checkbox"/> Yes <input type="checkbox"/> No	
Owner Name							
Address		City		State		Zip	
Contact Name		Phone		E-mail			
Contractor Name							
Address		City		State		Zip	
Contact Name		Phone		E-mail			
License #		Bond #					
Zoning Review and Conditions (if applicable)				Zoning Approval			
				By			
				Date			
I understand the regulations and terms for placing the sign described. I affirm this application is a complete and accurate description of the temporary signage permit we are applying for.							
Signature				Date			
<b>For Office Use Only</b>							
Processed by		Permit #		Date			