

CITY OF MANSFIELD PERMIT FOR PERMANENT SIGNS

DATE _____

LOCATION/ADDRESS OF SIGN(S) _____

APPLICANT/COMPANY _____ PHONE _____

ADDRESS _____ City _____ St _____ Zip _____

COMPANY/OWNER OF PROPERTY _____ PHONE _____

ADDRESS _____ City _____ St _____ Zip _____

NUMBER OF SIGNS REQUESTED (by type) _____

PURPOSE OF SIGN(S)

- General Business Institutional (school, church, hospital, public or quasi-public institution)
- Other _____

TYPE OF SIGN(S)

- Wall # of signs _____
- Monument # of signs _____
- Other _____ Number of signs _____

****General business pole signs and ground signs are not permitted

MONUMENT SIGNS (see reverse side for additional regulations): area of sign(sq. ft.) _____
height of sign _____ width of sign _____

WALL SIGNS: Width of sign _____ width of building face _____

New wall sign to be placed on Front Façade Side Façade (rear wall signs are not permitted)

ARE THERE ANY EXISTING SIGNS ON THIS PROPERTY? Yes No

If yes, what type? Pole Monument/Ground Wall

Indicate the location of all existing signs on a plot plan and attach the plan to this application.

SIGN MATERIALS (specify for each sign requested) _____

SIGN COMPANY _____ PHONE _____

ADDRESS _____ City _____ St _____ Zip _____

*****PLEASE INCLUDE THE FOLLOWING WITH THIS APPLICATION:*****

1. For all signs, include a drawing or picture of the sign(s) drawn to scale, showing sign content and dimensions
2. For wall sign, include a drawing or picture of the face of the building showing the sign(s) drawn to scale. Label dimensions of building and sign(s).
3. For freestanding signs, include a plot plan showing all proposed and existing sign(s). Label distances of sign(s) from all property lines.

Applicant's Signature

Property Owner's Signature (if other than Applicant)

FOR OFFICE USE

Comments: _____

Planning Dept. _____ Approve Deny Date _____

Inspection Dept. _____ Approve Deny Date _____ Permit fee \$ _____

Applicant is responsible for adhering to all City of Mansfield regulations regarding signs, including duration of this permit.

Additional Requirements for Monument Signs:

- a. A monument sign shall have a solid base at least two (2) feet tall and the base shall have the same or greater width as the sign. The height of the sign base shall be included when measuring the sign height.
- b. Electrical equipment, irrigation equipment, controller, wiring or conduit on a monument sign shall be concealed within the monument sign base or sign structure, except that emergency power disconnects may be located on the exterior of the sign provided that they are located on the part of the sign opposite and furthest from the street.
- c. Except for the sign area, monument signs shall be constructed of masonry material to match the primary building material. If the primary building is not masonry, the sign shall be constructed of brick, stone or split-face cement masonry units.
- d. The street address number of the building being served by a monument sign shall be displayed on the sign where it is legible from the street. The street address number shall not be included in the calculation of the signage area.