

APPLICATION FOR TEMPORARY SIGN PERMIT
City of Eureka - Building Department
(636) 938-5233

DATE: _____

PERMIT #: _____

PERMIT FEE: _____

Applications for temporary sign permits will be submitted for the following sign types and must include two (2) sets of plans depicting the following:

- _____ One (1) portable sign not exceeding twenty-four (24) square feet in maximum sign area.
- _____ One (1) cold air inflatable device not exceeding twenty (20) feet in height nor fourteen (14) feet in width. In cases where a temporary sign is affixed to said device, the sign area shall not exceed forty-eight (48) square feet. Cold air inflatable devices shall be securely affixed to the ground or the rooftop of a permanent building. Placement of such signage shall not create any safety or traffic hazards.

The use of such devices shall be limited to two (2) events for each business in a calendar year with a maximum time period of fourteen (14) days for each event. These events may be consecutive.

Start Date: _____ Finish Date: _____

- _____ One (1) banner a maximum of twenty-five percent (25%) sign area in square feet of the lot street frontage or lot street facing upon which the sign will be located, in linear feet, subject to a maximum area of one hundred (100) square feet. Such banners shall not be required to be smaller than thirty-two (32) square feet. No banner shall be allowed to be placed upon a roof. Furthermore, any one (1) business shall be limited to a maximum of six (6) permits for banners in any calendar year. An individual business is permitted to display a banner for a maximum total of one hundred twenty (120) days within a calendar year. Within the limits of the maximum number of permits per year, any combination of permits and whole days per permit is allowed. There shall be no fee imposed for erecting banners.

Start Date: _____ Finish Date: _____

In those cases in which a new business is performing a grand opening, a new business is allowed a thirty (30) day period to advertise such an opening in addition to the time requirements established above. Such signage shall meet all other requirements set forth above and may only contain verbiage in the sign area such as "Grand Opening" or "Now Open".

Is this temporary sign permit application being submitted to advertise the grand opening of a new business?

Yes () No () If Yes, Start Date: _____ Finish Date: _____

ADDRESS OF SIGN: _____

MESSAGE ON SIGN: _____

ELECTRIC: Yes () No () If yes, St. Louis County Electrical Permit Number: _____

PROPERTY OWNER: _____

Name Address

Phone Number E-mail

SIGN OWNER: _____

Name Address

Phone Number E-mail

CONTRACTOR: _____

Name Address

Phone Number E-mail

The owner hereby agrees to permit the City of Eureka, through its agents, to enter on said real property for the purpose of inspecting said sign as provided under the provisions of the Sign Ordinance of the City of Eureka and waive and hold the City of Eureka and its agents harmless from any damage to said real property and structures thereon occasioned by said sign inspection.

ALL INSPECTIONS MUST BE SCHEDULED 24 HOURS IN ADVANCE

Signature of Property Owner

Signature of Sign Owner

Date: _____

Approved () Rejected ()

Building Official