

Application Date: \_\_\_\_\_

Application No.: \_\_\_\_\_

Fee: **\$100.00**

## -- COMMERCIAL PERMANENT SIGN APPLICATION --

*The information provided herein and as attached shall comply with all requirements of Chapter 415 and shall be accompanied by all general application requirements, including review and processing fees as set forth in Section 400.120.*

**Information Concerning Applicant:** Applicant hereby submits the following information concerning the proposed site:

**Business Name:** (Under which business will operate)

\_\_\_\_\_

Address of Business \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Internet or Email Address \_\_\_\_\_

*Mailing Address (if different than above)*

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Legal Name of Business: \_\_\_\_\_

(Provide full legal name of business)

If Corporation/Legal Entity – Charter Number: \_\_\_\_\_ State of Incorporation: \_\_\_\_\_

\_\_\_\_\_

Contact Person / Officer

Title

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

Lot locator number: \_\_\_\_\_ Zoning: \_\_\_\_\_

Occupancy Permit Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

**Information Concerning Sign(s):**

Name of Contractor: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

**Current Sign(s):** (Attach a scaled drawing showing sign size, location, and wall and/or site dimensions.)

Wall Sign:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Wall Size:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Pole:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Total Height:  $\frac{\quad}{\text{Height}}$  Feet

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Ground:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Total Height:  $\frac{\quad}{\text{Height}}$  Feet

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Directional:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Total Height:  $\frac{\quad}{\text{Height}}$  Feet

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Supply same information if more than one sign of any type currently exist and/or other type of sign per Section 415.060:

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**New Sign(s):** (Attach a scaled drawing showing sign size, location, and wall and/or site dimensions.)

Replacing existing "Face" of sign(s) only? Yes  No

Wall Sign:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Wall Size:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Pole:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Total Height:  $\frac{\quad}{\text{Height}}$  Feet

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Ground:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Total Height:  $\frac{\quad}{\text{Height}}$  Feet

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Directional:  $\frac{\quad}{\text{Height}} \times \frac{\quad}{\text{Width}} = \frac{\quad}{\text{Square Feet}}$       Total Height:  $\frac{\quad}{\text{Height}}$  Feet

Colors:  $\frac{\quad}{\quad} / \frac{\quad}{\quad} / \frac{\quad}{\quad}$

Supply same information if requesting more than one sign of any type and/or other type of sign per Section 415.060:

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Signature of Property Owner: \_\_\_\_\_

**Note:** All applications shall include 6 sets of: scaled site plans that clearly define the location of and size of existing and proposed new sign(s), detailed scaled drawings of new signs, exact wording to be on sign, identification of building main entrance, and all other information required to demonstrate that proposed new sign(s) meet the requirements of Chapter 415.

**-- Application must be made with St. Louis County after receiving approval from the City of Green Park --**

**Representation Concerning Authority & Compliance with Laws:**

I am authorized by the Applicant to sign on his/her/its behalf and have read this application in its entirety. The information contained herein is true, and correct and complete to the best of my knowledge, information, and belief.

Applicant hereby represents that the business conducted by Applicant does not and will not violate any ordinance of the City of Green Park and now complies and will continue to comply fully with the laws of the State of Missouri. Applicant acknowledges that failure to truthfully complete this application or failure to comply with all laws may result in revocation of this permit.

\_\_\_\_\_  
Signature of Principal Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

***City Use Only***

Sign(s):  Approved  Conditionally Approved  Disapproved

Comments/Conditions:

A Building Permit is required from St. Louis County.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Building Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

St. Louis County Permit Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Green Park Permit Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

**-- MUNICIPAL ZONING APPROVAL FOR PERMIT APPLICATION --**

**To:** Department of Public Works  
Code Enforcement Division  
St. Louis County Government Center  
41 South Central Avenue  
Clayton, MO 63105

**From:** *City of Green Park*  
11100 Mueller Road, Suite 6  
Green Park, MO 63123-6945  
314-894-7336

Green Park Application No.: \_\_\_\_\_

**Project Information:**

**Business Name:** \_\_\_\_\_

\_\_\_\_\_  
Address of Property City State Zip Code  
( ) ( ) \_\_\_\_\_  
Phone Number Fax Number Lot Locator Number

**Name of Business Owner and/or Name and Title of Company Officer for above business:**

\_\_\_\_\_  
Name Title  
\_\_\_\_\_  
Address City State Zip Code

**Name of Property Owner:** \_\_\_\_\_

\_\_\_\_\_  
Address City State Zip Code

**Description of Work:** \_\_\_\_\_  
\_\_\_\_\_

**Zoning Approval:**

City of Green Park Zoning: \_\_\_\_\_ Project Located in a Flood Plain: Yes  No

\*Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

\*For Municipalities that also contract for Land Disturbance Code enforcement, Zoning Approval includes municipal approvals for municipal and private roadways (proposed and existing), flood plain management regulations, applicable private storm conveyance and/or control system regulations, collection and administration of site development escrows, and other applicable municipal laws and regulations.

\*\*\*\*\*  
**Note:** Applicants for building and/or land disturbance permits must submit this form together with four (4) copies of the site plan approved, signed and dated by the Municipal Official to St. Louis County, Department of Public Works in order to obtain the permit. Applicants may file their application for permit with the county to start the County's review process while they finalize obtaining their Municipal Zoning Approval; however, the permit will not be issued until the Zoning Approval is received. Applicants should verify that the use and building/parking lot configuration on the site is approvable by the Municipality before submitting to the County.

***St. Louis County Permit Application Number (if known):*** \_\_\_\_\_

**-- RETURN COMPLETED FORM TO THE CITY OF GREEN PARK --**