



SIGN PERMIT APPLICATION

209 Pearl Street, Council Bluffs, IA 51503 • (712) 890-5276
cbinspections@councilbluffs-ia.gov

Job Address: _____ Zoning: _____

Name of Business: _____

Customer: _____ Phone: _____

Sign Contractor: _____ Phone: _____

Email address: _____

All sign construction is to be in compliance with the Municipal Code.

- Erect Permanent Signage Illuminated Indirect
- Replace Temporary Signage Illuminated Internally
- Repair UL Listed

- On-Premise Sign Fin Sign Wall Sign Projecting Sign Roof Sign
- Off-Premise Sign Billboard Pole Sign Combination Sign Ground Sign

Front footage of property is: _____ feet Existing signage is: _____ feet

Projection of sign over right-of-way is: _____ feet Projection of sign from the building is: _____ feet

Sign height from ground to top of the sign is: _____ feet Estimate of materials and labor costs: \$ _____

Fee Calculator

If the total square footage of the sign is 99 sq ft or less the fee is \$50. If the total square footage of the sign is 100 sq ft or more the fee is \$3 per square foot.

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #1 Fee
#1	<div style="border: 1px solid black; width: 60px; height: 30px; display: inline-block;"></div> x <div style="border: 1px solid black; width: 60px; height: 30px; display: inline-block;"></div> = _____		<div style="border: 1px solid black; width: 60px; height: 30px; display: inline-block;"></div> = _____	_____ X3	_____

Sign #1 description: _____

Total Permit Fees

If you are adding or changing more than 1 sign, please use page 2 of this form also.

“I have provided drawings with this application of the proposed sign(s) along with a plot plan of the property showing the proposed & existing signage locations. I hereby certify that the above facts are true which are given to obtain a sign permit to erect the above sign(s).”

Applicant Name: _____ Signature: _____ Date: _____

Return this form to: City Hall, 2nd Floor, Building Division, 209 Pearl St, Council Bluffs, IA 51503
or email to cbinspections@councilbluffs-ia.gov

Fee Calculator

If the total square footage of the sign is 99 sq ft or less the fee is \$50. If the total square footage of the sign is 100 sq ft or more the fee is \$3 per square foot.

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #2 Fee
#2	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #2 description: _____					

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #3 Fee
#3	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #3 description: _____					

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #4 Fee
#4	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #4 description: _____					

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #5 Fee
#5	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #5 description: _____					

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #6 Fee
#6	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #6 description: _____					

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #7 Fee
#7	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #7 description: _____					

Sign #	Dimensions	Subtotal	# of Face(s)	Total Square Footage	Sign #8 Fee
#8	<input type="text"/> x <input type="text"/>	= <input type="text"/>	x <input type="text"/>	= <input type="text"/>	X3 <input type="text"/>
<input type="checkbox"/> Erect <input type="checkbox"/> Replace <input type="checkbox"/> Repair Sign #8 description: _____					