

City of New Melle
145 Almeling St.
PO Box 114
New Melle, MO 63365

(636) 828-4807

newmellecity@centurylink.net
www.cityofnewmelle.com

CITY OF NEW MELLE
APPLICATION FOR SIGN PERMIT

APPLICANT: _____
(Name)

(Address)

(Phone)

(Email)

LOCATION OF PROPERTY/DEVELOPMENT (ADDRESS/NAME):

OWNER(s) (attach additional)

Printed Name: _____

Street Address: _____

City/State/Zip Code: _____

Telephone: _____

Fax: _____

Email: _____

Estimated Cost: _____

Surface Area: _____

Type of Sign: _____

Height of top above ground: _____

Structural information: _____

Electrical information: _____

Erector of sign: _____

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Non-refundable Application Fee: For those signs for which a permit is required to be obtained, the permit fee shall be a one-time charge of one hundred dollars (\$100).

Provide a sketch of the proposed sign showing dimensions and proposed materials and a site plan showing the proposed location of the sign on the property.

Any sign permit under which no construction work has been commenced within six (6) months after the date of issuance of said permit or under which proposed construction has not been completed within one (1) year of the time of issuance shall expire by limitation.

A building permit may need to be obtained from the City of New Melle before construction of the sign begins. After obtaining approval of this permit application to erect a sign, call the City Clerk at (636) 828-4807 to ascertain if a building permit is required for the proposed sign.

Applicant's Signature

Date

Owner's Signature (additional below)

Date

Note: By affixing signatures to this application form, the Applicant and Owner hereby verify that; they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.