



Sign Permit Application
City of Ferguson
 Planning & Development Department

OFFICE USE	
Permit Number	
Permit Fee	

Project Address:				Date:	
Type of Sign:		Dimensions:	Length:	Height:	
Building Dimensions:	Length (Frontage):		Height:		
Freestanding Signs – only fill if free-standing ¹					
¹ Sign Frontage:		¹ Value of Sign:		¹ Electrical:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Window Signs - Window Dimensions ² :		² Length:		² Height:	
EXISTING SIGN DIMENSIONS					
TYPE	SIZE	TYPE	SIZE	TYPE	SIZE
Walls:		Awning:		Window:	
Projecting:		Canopy:		Freestanding:	
Changeable Copy:		Message Board:		Light Pole:	
CONTACT INFORMATION					
Applicant Name:				Applicant Phone:	
Applicant Address:					
Email Address:				Fax Number:	
Owner Name:				Owner Phone:	
Owner Address:					
Email Address:				Fax Number:	

An application must be accompanied by the following:

- 1) Two (2) sets of drawings (including site plan) showing sign details including, but not limited to, location, height, and dimensions of sign. All details must be in accordance with [Chapter 36 of the Code of Ordinances of the City of Ferguson, Missouri](#).
- 2) A picture of the building showing existing signs and a site plan drawn to scale showing location of freestanding signs
- 3) Properties within the Downtown zones must follow sign code within the [Downtown Form-Based Code](#)

The undersigned hereby represents upon all the penalties of the law, for the purpose of inducing the City of Ferguson, Missouri, to take action herein requested, that all statements herein are true in that all work herein mentioned will be done in accordance with the ordinances of the City of Ferguson, Missouri. The undersigned hereby acknowledge they have read and understand [Chapter 36 of the Code of Ordinances of the City of Ferguson, Missouri](#).

Signature of Applicant:		Date:	
Signature of Owner:		Date:	

OFFICE USE	
Approval	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Permit Conditions	
Approved By:	Date:

Director of Planning & Development

Prior to erection of any permanent on-premise sign, the applicant, owner, or lessee of the premises for which the sign(s) is proposed shall post a bond to cover the cost of removal of the sign(s) should the establishment go out of business and fail to remove such sign(s). (sec. 36-7(B)(4))

Maximum amount of signage allowed:

On-Premise Permanent Signs. On-premises permanent signs include wall signs, projecting signs, awning signs, canopy signs, window signs, freestanding permanent signs and changeable copy signs. The total square footage of all on-premise permanent signs allowed on a site shall not exceed two (2) square feet of sign area per linear foot of sign frontage as defined in Section 36-2. Additional regulations are as follows:

- (1) The total sign area of all signs located on any wall of a building (including wall signs, awning signs, canopy signs, and window signs) shall not exceed ten (10) percent of the area of such wall. The total area of a projecting sign shall not exceed one (1) square foot of sign area per sign face per linear foot of sign frontage.
- (2) Freestanding signs shall be allowed based on the amount of sign frontage. The sign frontages specified below shall be based on a single frontage. Two (2) or more sign frontages shall not be combined to meet the minimum frontages.
 - (a) Sites with less than one hundred (100) feet of sign frontage shall not be allowed a freestanding sign.
 - (b) Sites with at least one hundred (100) feet of sign frontage shall be allowed a low monument sign not exceeding six (6) feet in height. Such sign shall not exceed twenty-five (25) square feet of sign area per sign face with not more than two (2) sign faces.
 - (c) Sites with at least one hundred fifty (150) feet of sign frontage shall be allowed one (1) pole sign not exceeding thirty-five (35) feet in height or one (1) low monument sign allowed in paragraph b. Such pole sign shall not exceed sixty-four (64) square feet in sign area per sign face with not more than two (2) sign faces.
 - (d) Sites with at least three hundred (300) feet of sign frontage on each of two (2) or more streets, which consists of one (1) or more contiguous properties totaling at least ten (10) acres in size subject to a single comprehensive sign plan, and which are within six hundred sixty (660) feet of the right-of-way line of an interstate highway may be allowed more than one (1) pole sign based on the following:
 1. *Number of signs.* In no case shall the total number of freestanding signs on the site exceed one (1) freestanding sign per one hundred fifty (150) feet of sign frontage.
 2. *Sign heights.* One (1) pole sign identifying the site and/or its major tenant(s) may be erected to a height of sixty (60) feet. All other pole signs shall be limited to thirty-five (35) feet in height.
 3. *Size of signs.* One (1) sign not to exceed six hundred (600) square feet per sign face with not more than two (2) sign faces identifying the site and/or its tenant(s) may be allowed. A second sign not to exceed three hundred fifty (350) square feet per sign face with not more than two (2) sign faces identifying the site and/or its tenant(s) may be allowed. A third sign not to exceed one hundred seventy-five (175) square feet per sign face with not more than two (2) sign faces identifying the site and/or its tenant(s) may be allowed. All additional freestanding signs shall be limited to sixty-four (64) square feet per sign face with not more than two (2) sign faces.

The fee for sign permits shall be three (3) percent of the sign valuation plus thirty cents (\$0.30) per square foot of the area of one (1) sign face, except, however, that the minimum shall be forty dollars (\$40.00).

SIGN PERMIT FEES			
Item	Calculation		Total
Sign Value	Total Valuation	x 0.03	
Square Footage	Sq. Feet	x 0.03	
TOTAL	<i>Total all figures in the total column</i>		
Minimum Fee	if total is less than \$40.00	\$40.00	