



# City of Farmington

Municipal Building  
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Farmington, IL 61531

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DATE: \_\_\_\_\_

APPLICATION # \_\_\_\_\_

## SIGN PERMIT APPLICATION

Location of Proposed Sign Installation: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Property Owner Information: \_\_\_\_\_  
(IF OTHER THAN APPLICANT)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Sign Type:      ☐ Free Standing      ☐ Wall Mount      ☐ Projecting

Sign Face Size: \_\_\_\_\_ Sq. Ft.      Sign Weight: \_\_\_\_\_ LBS.

Sign Frame Material: \_\_\_\_\_

Sign Panel Material: \_\_\_\_\_

Is the Sign Electrified?      ☐ Yes      ☐ No

## **FARMINGTON CITY CODE**

**04-06-04:** (d) Plans and specifications. With the application for a sign permit the applicant shall submit detailed plans and specifications for a projecting or freestanding sign or sign structure exceeding 100 pounds or a wall-mounted sign or sign structure projecting from a wall exceeding 200 pounds under the seal of an architect or structural engineer licensed in the state certifying that the supporting sign structure is adequate to sustain all loads that may reasonably be anticipated and in accordance with applicable building codes. Any sign permit shall be null and void if erection is not commenced within 180 days from the date of issuance of the permit.

Plans and Specifications per City Code Attached? ☐ Yes ☐ No, not required.

Is this Proposed Sign Installation situated within the  
**DOWNTOWN HISTORICAL PRESERVATION DISTRICT SIGN ZONE:**

☐ Yes (If yes: please continue) ☐ No (If No: Skip to Section B)

Notwithstanding any other provision of this Article or any other ordinance of the City to the contrary, **PROJECTING BUSINESS SIGNS** shall be subject to the following provisions:

1. The sign does not extend above the parapet wall or roof line.
2. The lowest point of the sign is a minimum of Nine (9) feet above the sidewalk or ground surface.
3. The sign's inner edge does not exceed two (2) feet from the building.
4. The sign size is restricted to one (1) sq. ft. per linear foot of street frontage not to exceed 30 square feet.

Linear footage of Street Frontage: \_\_\_\_\_ Feet. = Sign Size \_\_\_\_\_ Sq. Ft.  
( Not to exceed 30 Sq. Ft.)

5. One projecting sign is permitted per building with the exception of corner buildings with frontage on two city streets, where one sign will be allowed per street frontage. Structures housing second floor tenants are allowed one protruding sign above their street facing entrance, and are subject to all provisions of the section.
6. All projecting signs erected in the Downtown Historic Preservation District shall be installed by a company that is engaged in the business of sign installation:

### Sign Installer Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

6. And shall provide to the City of Farmington the following:

*Bond and certificate of insurance.* No permit for a sign being installed by a sign company shall be issued to any person for the purpose of erecting an authorized sign unless the company has on file with the city a bond in the amount of five thousand dollars (\$5,000.00). The bond is conditioned upon the proper installation of the sign and payment of all fees and/or penalties as implemented by this Code. A company that is engaged in the business of signs shall provide to the city a certificate of insurance for liability in the amount of one hundred thousand dollars (\$100,000.00) per person, three hundred thousand dollars (\$300,000.00) per occurrence and one hundred thousand dollars (\$100,000.00) for property damage.

Bond on file with City of Farmington: ☐ Yes ☐ No

Required Certificate of Insurance Presented: ☐ Yes ☐ No

6. All Sign Permit Applications for projecting signage in the Downtown Historic Preservation District must also have approval of the Farmington Special District Advisory Commission (SDAC) prior to a sign permit being issued.

Special District Advisory Commission (SDAC) Review Scheduled:

☐ Yes ☐ No

If yes, SDAC Review Date: \_\_\_\_\_

## **SECTION B:**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(If Other than Applicant)

City Official Signature: \_\_\_\_\_ Date : \_\_\_\_\_

\*\*\*\*\*CITY OF FARMINGTON USE ONLY\*\*\*\*\*

**PERMIT FEE SCHEDULE:**

The fee for a sign permit shall be \$1.00 per square foot, but not more than \$50.00.

**Total Sign Face Square Footage** \_\_\_\_\_

**PERMIT FEE \$** \_\_\_\_\_

**PERMIT FEE PAID:**    ☐ Yes                      ☐ No

If Yes, Method of Payment: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**PERMIT STATUS**

☐ APPROVED

☐ DENIED

☐ APPEALED

City Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_