



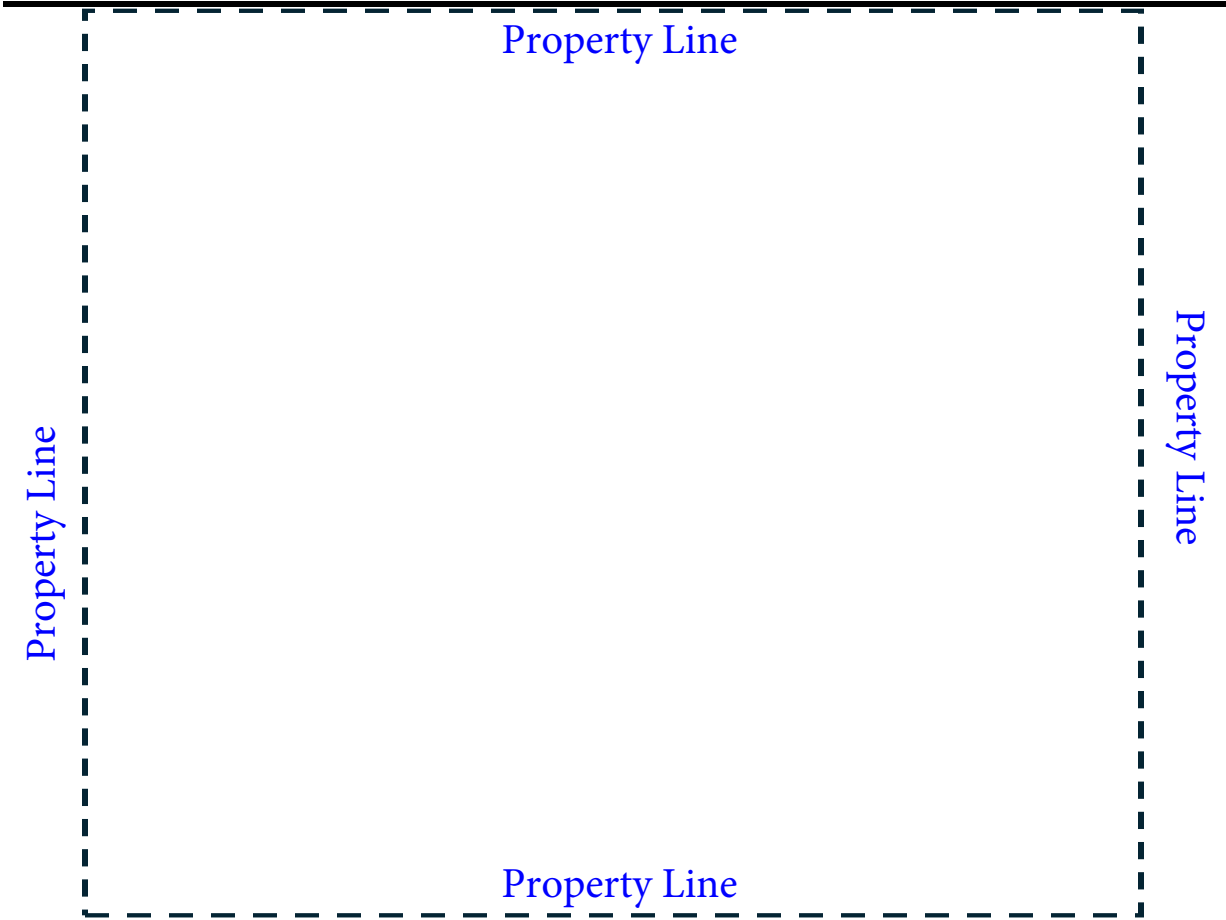
# City of Kingsville

Permit Instructions & Application for Signs & Billboards  
 email: [tcavazos@cityofkingsville.com](mailto:tcavazos@cityofkingsville.com) / Phone (361) 595-8019

Project Address:		Owner:
Applicant:		
Address:		Phone:
<b>Type of Proposed Sign:</b>		
On Premise	Fascia	Cantilevered
Off Premise (billboard)	Monument	Temporary
Roof Top	Awning	Illuminate; <b>IF YES,</b>
Wall	Pole	Is there an existing circuit?
<b>INSTRUCTIONS:</b>		
<p><b>Caution:</b> Lot lines <b>do not</b> normally coincide with curbs, graded ditches or sidewalks, and many signs are not located on lot lines. If you are not sure of the exact location of lot lines, have a land surveyor locate them.</p>		
<b>ATTACH THE FOLLOWING WITH THE APPLICATION:</b>		
<ol style="list-style-type: none"> <li>Legal description of the property (use page 2 of this application)</li> <li>Scaled drawing of site and picture of sign (if sign is detached from building) (use page 2 of this application)</li> <li>Scaled drawings of construction and installation (drawings <b>must be stamped by a registered professional engineer</b> <b>if</b> the proposed sign(s) will hang over public right of way, be closer to the public right-of-way than the height of the sign, or have a height of more than 15 feet)</li> <li>If installed over public right-of-way, written permission from the City's Public Works Director <b>is required</b></li> <li>Engineered plans required for all signage depicting <b>it meets 140mph wind load</b>, foundation details and/or sign fasteners and facing</li> </ol>		
Describe any easements on the proposed site:		
Signed (applicant):		Date:
<b>*****This section to be completed by Planning Department*****</b>		
Zoning District:	Street Width:	Street type:
Historic District:	Value of Project: \$	
<b>Billboards:</b>	<b>Ordinances of Interest:</b> Sec 15-1-63; 15-6-119; 15-6-118; 15-1-100;	
Total Sign Area:	15-6-130; 15-6-124	
<b>Permit Fees:</b>		
<input type="checkbox"/> \$25 Review Fee + \$0.20 per sq ft		\$ _____
<b>(For illuminated temporary signs, permanent wiring must be within 6')</b>		
<input type="checkbox"/> Electrical Permit Required		<b>Remarks:</b>
Approved by: _____		Date: _____

# Sign/Billboard Site Plan

Legal Description of property:



Public Sidewalk (if applicable)

*Street*



Picture of Sign or Billboard