

City of Manchester
 14318 Manchester Road
 Manchester, MO 63011
 P: (636) 227-1385 ex. 118
 F: (636) 821-8099
 pandz@manchestermo.gov



Sign Permit Application

PROJECT ADDRESS: _____
Owner: _____
 Address: _____ Phone: _____
 City, State, Zip: _____ Email: _____

Applicant: _____
 Address: _____ Phone: _____
 City, State, Zip: _____ Email: _____

- REQUIREMENTS FOR PERMIT:**
- Completed application form.
 - **Note:** Buildings under 100,000 sq. ft. may not have signs larger than 5% of total frontage space.
 - Five (5) copies of sign drawings, building photos showing improvements to scale. (4 of these copies will be stamped and approved for St. Louis County, 1 copy will be kept by the Municipality.)
 - Payment of the \$100 permit fee.
 - Owner's Authorization
 - All freestanding signs will require Planning & Zoning Commission Review

Type of Sign: Residential Non-Residential Marquee Sign Pole Sign
 Ground Sign Wall Sign Project Sign Other _____
 Permanent Sign Business sign attached to building

Dimensions Length: _____ Width: _____ Height: _____ Size sq. ft. _____

Square feet of Building Frontage: _____ Bldg larger than 100,000 sq. ft.

I hereby certify that the information contained in this application and accompanying documents are correct, and that I will conform to all applicable laws of the City of Manchester.
 Applicant Signature: _____ Date: _____
 Applicant's Name Printed: _____

FOR OFFICE USE ONLY BELOW

ZONING APPROVAL City of Manchester Permit #: _____
 Municipal Zoning Classification: _____
Flood Plain Approval: - Is this project located in a Flood Plain? Yes No
 Approved by: _____ Date: _____
Director, Planning, Zoning and Economic Development

Zoning Fees Fee paid on: _____ Amount: _____