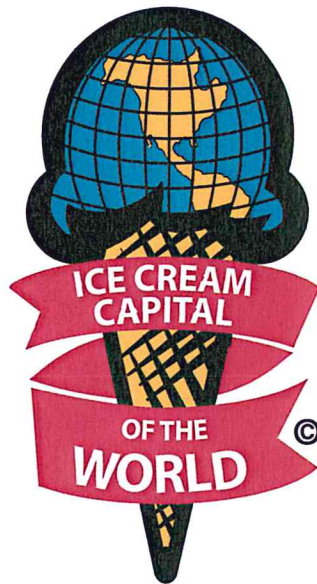


# SIGN PERMIT APPLICATION



**Le Mars, Iowa**

**City of Le Mars**  
**Building Department**  
40 Central Avenue SE  
Le Mars, IA 51031  
Phone #: 712-548-4972  
Fax #: 712-548-4976  
[gsmidt@lemarsiowa.com](mailto:gsmidt@lemarsiowa.com)

Greg Smidt – Code Enforcement Officer  
David Schipper – Fire Chief

## CHAPTER 152

### SIGNS

152.01 Purpose	152.08 Canopy Signs
152.02 Definitions	152.09 Portable Signs
152.03 Signs Allowed In All Districts	152.10 Paper Posters
152.04 Signs In Business And Industrial Districts	152.11 Billboards
152.05 Wall Signs	152.12 Prohibited Signs
152.06 Projecting Signs	152.13 Permits
152.07 Free-Standing Signs	

**152.01 PURPOSE.** The purpose of this chapter is to provide that all signs and sign structures are constructed to protect the safety and development of the City.

**152.02 DEFINITIONS.** For use in this chapter, unless the context specifically indicates otherwise, the following terms are defined:

1. "Animated Sign" means a sign using actual motion or the illusion of motion.
2. "Awning" means a projection from and supported by the exterior wall of a building and composed of a covering of rigid or non-rigid material placed upon supporting framework.
3. "Billboard" means a sign erected, maintained or used for the purpose of displaying commercial or noncommercial messages not specific to the use of the property on which it is placed.
4. "Canopy" means any of the following:
  - A. Attached. An overhead structure or projection supported by the exterior wall of a building and columns at additional points.
  - B. Free-Standing. An overhead structure supported by columns on all sides and free from buildings.
5. "Canopy Sign" means a sign placed on a canopy.
6. "Changeable Sign" means a sign in which the message or content can be changed by means of manual or remote input.
7. "Free-Standing Sign" means a sign supported by a structure or structures affixed to the ground and not supported by a building. Acceptable means of support shall include columns or posts. This type of sign may also be referred to as "ground", "pole" or "monument" sign.
8. "Political Sign" means a sign, temporary in nature, intended to promote an election or candidate.
9. "Portable Sign" means a sign not permanently attached to a building or the ground. Portable signs shall be considered temporary.
10. "Projecting Sign" means a sign that is attached to and extends more than 18 inches from the exterior wall of a building or structure.
11. "Roof Sign" means a sign that is mounted and supported by the roof of a building.

**152.05 WALL SIGNS.**

1. No wall sign shall extend beyond the building more than eighteen (18) inches.
2. No wall sign shall be so erected as to cover the doors or windows of any building or otherwise prevent free ingress or egress to or from any window, door or any fire escape of any building.

**152.06 PROJECTING SIGNS.**

1. No projecting sign may extend more than four feet, six inches (4'-6") from a building or structure.
2. Projecting signs must have a minimum height of ten (10) feet from grade level to the bottom of the sign.

**152.07 FREE-STANDING SIGNS.** No free-standing sign shall extend downward nearer than ten (10) feet to ground or pavement. The maximum total area for all free-standing signs on the premises shall be based on street frontage as follows:

1. 0 to 80 foot frontage — 2.0 square feet per foot of frontage;
2. For the next 80 to 160 foot frontage — 1.5 square feet per foot of frontage;
3. For the next 160 to 240 foot frontage — 1.0 square foot per foot of frontage;
4. For all over 240 foot frontage — 0.5 square foot per foot of frontage;
5. No free-standing sign shall exceed 400 square feet total, all faces.

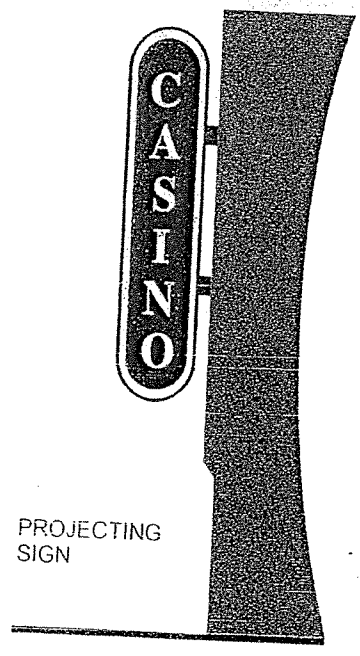
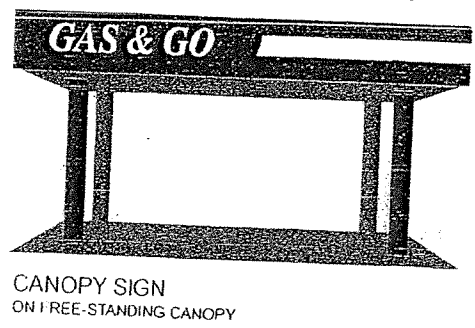
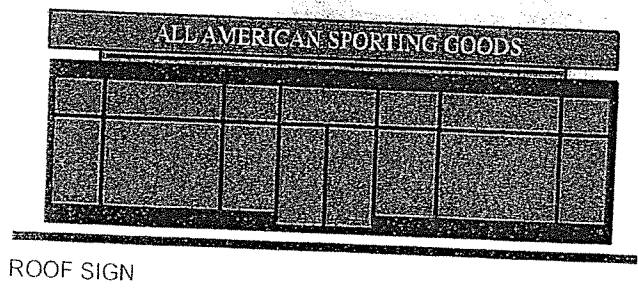
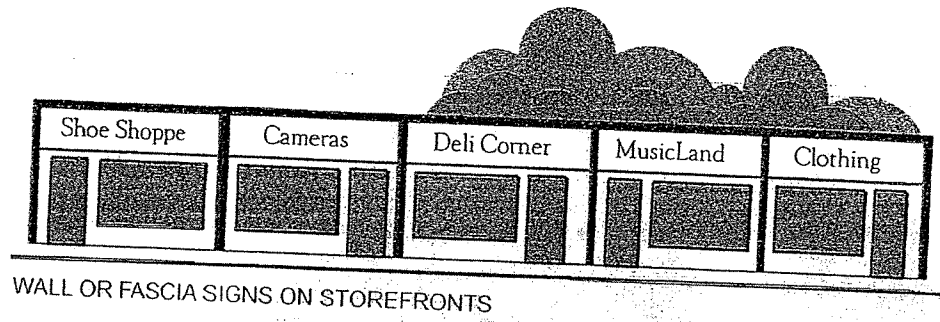
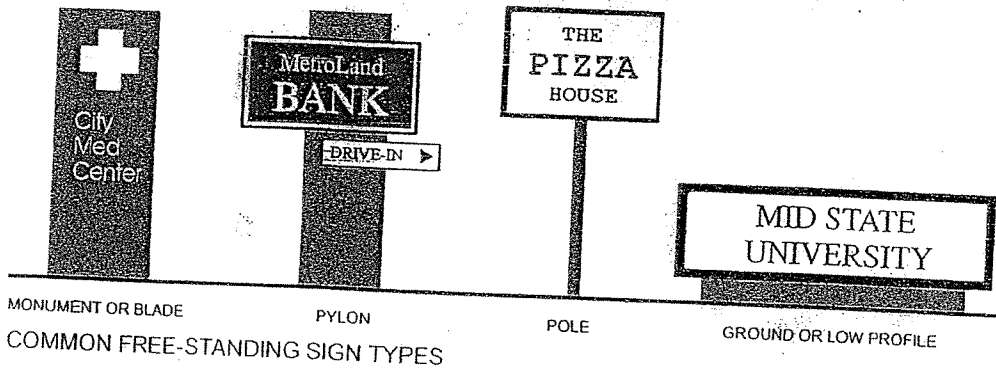
**152.08 CANOPY SIGNS.** A sign may be placed upon a canopy provided such sign does not extend more than three (3) feet above or one foot below such canopy.

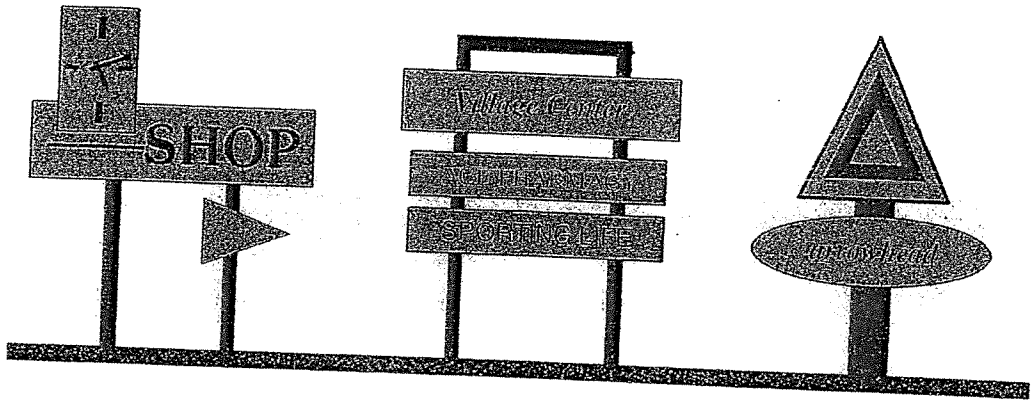
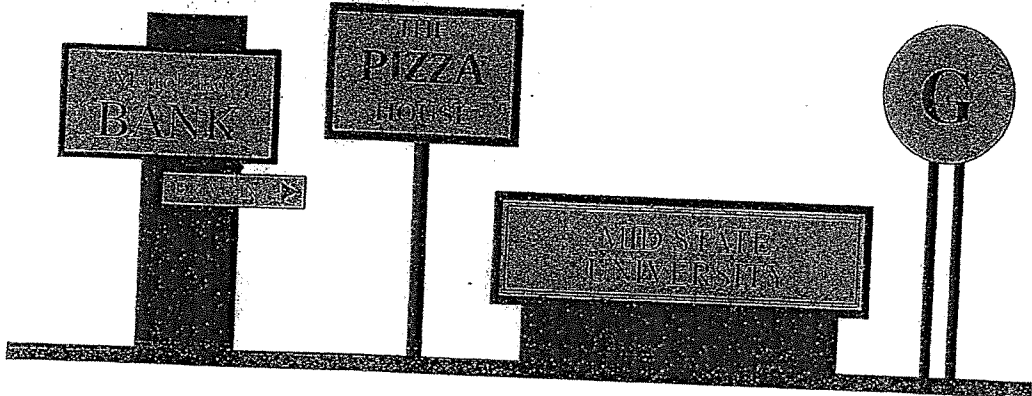
**152.09 PORTABLE SIGNS.** Portable signs may only be allowed in business and industrial districts under the following conditions:

1. One portable sign will be allowed at each service station restricted solely to stating the price of gasoline. Said sign cannot exceed three (3) feet in length (horizontally) or be over five (5) feet high.
2. Portable signs shall not have any lights attached to them or shining on them, although they may have a constant light or lights inside of the sign for illumination.
3. Portable signs shall not be placed on public right-of-way and shall not be placed in such a location as they are hazardous to traffic as determined by the Police Chief.
4. One portable sign will be allowed at all other locations and will be considered temporary in nature and with the issuance of a temporary sign permit.

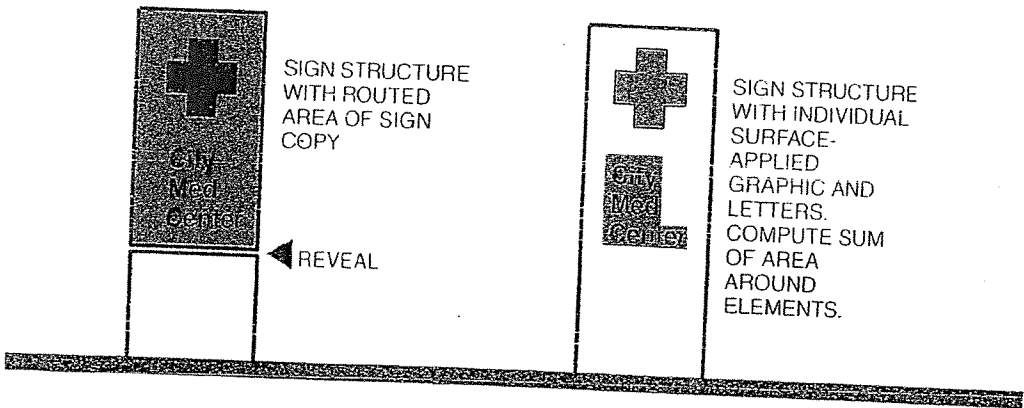
**152.10 PAPER POSTERS.** Paper posters applied directly to the wall or building or pole or other support and letters or pictures in the form of advertising, printed or applied directly on the wall of a building are prohibited. Temporary signs may be displayed in or attached to the inside of show or display windows provided the total sign area does not exceed twenty percent (20%) of the show or display window area.

**152.11 BILLBOARDS.** All new billboards are prohibited except those specifically designated by the City Council, when and after the Council has determined it is in the best interests of the





SIGN STRUCTURES



Notes: Sum of shaded areas only represents sign area. Sign constructed with panels or cabinets.

# SIGN PERMIT APPLICATION

Owner: \_\_\_\_\_

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

\_\_\_\_\_

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

\*\*\*\*\*

Sign Contractor: \_\_\_\_\_

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

\_\_\_\_\_

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

\*\*\*\*\*

Type of Sign: \_\_\_\_\_

Width \_\_\_\_\_ Height \_\_\_\_\_ Area \_\_\_\_\_

Height off ground to bottom of sign (if applicable) \_\_\_\_\_

**\* Include sign drawings and a site plan depicting the location of the sign**

\*\*\*\*\*

Valuation \_\_\_\_\_  
(cost of sign)

Permit Fee \_\_\_\_\_  
(refer to attached Building Permits Fees)

Applicant's Signature \_\_\_\_\_

**THIS IS NOT THE SIGN PERMIT. PLEASE ALLOW 3 BUSINESS DAYS FOR REVIEW OF THIS APPLICATION AND THE SIGN PERMIT TO BE PROCESSED.**

# CITY OF LE MARS BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 to \$500	\$20.00
\$501 to \$2,000	\$20.00 for the first \$500 plus \$2.60 for each additional \$100, or fraction thereof, to and including \$2,000
\$2001 to \$25,000	\$50.00 for the first \$2,000 plus \$9.60 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$275.00 for the first \$25,000 plus \$7.25 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$450.00 for the first \$50,000 plus \$5.25 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$690.00 for the first \$100,000 plus \$4.25 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$2,240.00 for the first \$500,000 plus \$3.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$3,880.00 for the first \$1,000,000 plus \$3.25 for each additional \$1,000, or fraction thereof

Effective January, 2013