



CITY OF HAYSVILLE

PO Box 404
200 W. Grand
Haysville, KS 67060
Phone: 316/529-5900 | Fax: 316/529-5925
www.haysville-ks.com

**Temporary Sign
Permit Application**
*PERMIT APPROVAL REQUIRED
BEFORE PLACING ANY SIGNS.*

SIGN LOCATION INFORMATION

Temporary Sign Location Address:
Use of Building: Residential Commercial Industrial Institutional Public

BUSINESS/ORGANIZATION INFORMATION

Business Name: Business Phone:
Business Physical Address:
Business Mailing Address:

PROPERTY OWNER INFORMATION

Property Owner Name: Property Owner Phone:
Property Owner Mailing Address:

DESCRIPTION OF SIGN

Sign Type (Mark all that apply): Banner Signs Pennants/Streamers Portable Freestanding
Starting display date: Date to be Removed:
Sign Dimensions: _____ x _____

Permits are valid for 30 days; temporary signs must be removed at the end of 30 days.
Each business or entity is entitled to 6 (six) temporary sign permits per year.
The applicant can apply for another temporary permit to begin after the 30-day waiting period.
I hereby certify that I have examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating temporary signs.

(Print) Name of Applicant Signature of Applicant Date

OFFICE USE ONLY
Date/Time Application Received: _____ Fee: _____ Receipt #: _____
Zoning Administrator Approved Disapproved Reason Date
per year: _____ Date Issued: _____

APPLICANT MUST INCLUDE:

- A site plan which depicts the location of the proposed signs and includes:
 - Property lines;
 - Size of Sign; and
 - Location in relation to property lines and building(s).
- Payment of the appropriate fee.
 - Commercial or Civic Sign - \$20
 - Temporary Sign - \$25

The area below is provided for your site plan:

