



CITY OF HAYSVILLE

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**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

Class of Work: New Addition Alteration Major Repair
SignType (Mark all that apply): Banner Signs Pennants/Streamers Portable Freestanding
Date to be Erected: Date to be Removed:
Sign Dimensions: _____ x _____ Total Gross Surface Area of Sign:

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
Permit #: _____ 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 Portable Sign - \$20
 - Temporary Sign - \$25

The area below is provided for your site plan:

