



**CITY OFFICES**  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8600  
Stanley T. Darter, Mayor

Zoning Administrator  
(618) 939-8730

## APPLICATION FOR SIGN ON PUBLIC SIDEWALK

### FOR OFFICE USE ONLY

Permit Number: \_\_\_\_\_ Date: \_\_\_\_\_  
Permit Issued: \_\_\_\_\_ Permit Expires: \_\_\_\_\_  
Permit Denied: \_\_\_\_\_ Cause of Denial: \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Applicant Name: \_\_\_\_\_

Property Interest of Applicant:  Owner  Tenant  Other: \_\_\_\_\_

Square Feet of Signage Area per Side: \_\_\_\_\_  
*Six (6) square feet of signage allowed per side maximum.*

### Rules and Guidelines for Approval of Sidewalk Sales

- Submit illustration of signage.
- Limit of one (1) sign per address.
- Each location will be reviewed and permitted individually.
- Sidewalk signage permit expires December 31 of each year, and must be renewed annually.
- Unobstructed sidewalk must be maintained at all times.
- Signage may be placed on sidewalk only during business hours.
- Signage should be weighted to prevent movement by wind.

Violation of any of the above Rules and Conditions will be grounds for immediate revocation of permit.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Administrator Approval: \_\_\_\_\_  
Signature \_\_\_\_\_ Date: \_\_\_\_\_