



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

*Building Inspector*  
(618) 939-8698

## TEMPORARY SIGN PERMIT APPLICATION

Date: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Phone Number of Applicant: \_\_\_\_\_

Email Address of Applicant: \_\_\_\_\_

Business Name for Sign Placement: \_\_\_\_\_

Address for Sign Placement: \_\_\_\_\_

Date of Placement: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

### RESTRICTIONS:

1. Temporary signs shall be allowed for a period not to exceed 14 days and their use is limited to twice per year per property.
2. A temporary sign which is erected and then removed prior to the 14 consecutive days allowed will be considered one use.
3. Signs shall not exceed 32 square feet of sign area.
4. Only one side of any double-facing sign shall be considered in the total sign area permitted for any business, building, use or lot, provided that the same message appears on both faces of the sign.
5. No sign shall be placed on any public property, right-of-way or easement. In addition, no sign which would obstruct the line of sight shall be placed within the triangular portion of land designated as "restricted area" in Figure 1 of § [40-4-2](#).

Permit Fee for Signs = \$.00

\_\_\_\_\_  
Building Inspector/Code Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Zoning Administrator