



City of Mexia
 Building Department
 101 N McKinney
 Mexia, Texas 76667
 Office: (254) 562-4184
 Fax: (254) 562-0828
 permits@cityofmexia.com

Sign Permit

Permit #: _____

Job Address: _____		Date: _____
Business Name _____		
Owner: _____	Address: _____	Phone: _____
Contractor: _____	Address: _____	Phone: _____
Describe Project: _____		
Sign Type <input type="checkbox"/> Pole/Free Standing <input type="checkbox"/> Wall Sign <input type="checkbox"/> Development Sign <input type="checkbox"/> Window Sign <input type="checkbox"/> Monument Sign <input type="checkbox"/> Directional Sign <input type="checkbox"/> Other (Explain): _____		Will work involve electricity? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, provide electricians information. Electrician: _____ Phone: _____
Sign Information Will sign be illuminated? Yes <input type="checkbox"/> No <input type="checkbox"/> Sign Dimensions: _____ Sq Ft: _____ Sign Height (from grade to top of sign): _____ Sign Caption: _____ Existing Sign? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, how many? _____ Describe any existing signs: _____		Applications must include: <input type="checkbox"/> Site Plan with Setbacks <input type="checkbox"/> Detailed Drawing of Sign <input type="checkbox"/> Building Elevations <div style="background-color: yellow; padding: 5px; text-align: center;">INCOMPLETE PLANS OR APPLICATIONS WILL NOT BE ACCEPTED FOR REVIEW.</div>
<p style="text-align: center;">NOTICE</p> <p>1. Signs with electricity require work to be done by a licensed electrical contractor who has an active registration with the City of Mexia.</p> <p>2. Sign contractors must have an active city registration before submitting any application.</p>		<p>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE PROVIDED INFORMATION 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 CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.</p> Printed Name: _____ Signature: _____
The permit holder is responsible for acquiring all necessary inspections and fees. <input type="checkbox"/> Footing <input type="checkbox"/> Electrical <input type="checkbox"/> Sign Final		Valuation: \$ _____ (Include all associated costs)
Approved: <input type="checkbox"/> Denied: <input type="checkbox"/> Signature: _____		Permit Fee: \$ _____ Date: _____
Special Conditions: _____		