

# Application for **SIGN PERMIT** Overbrook, Kansas

DO NOT FILL IN HERE—FOR OFFICIAL USE ONLY

FEE	RECEIPT NO.	PERMIT NO.
REGIONAL AREA Kansas		COUNTY AREA Osage
DISTRICT ZONING	SUBDIVIDED	OWNERSHIP VERIFIED
ISSUED BY		DATE PERMIT ISSUED

**TO: Building Inspector**

This application is presented by \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
PLEASE PRINT NAME OF PROPERTY OWNER

for THE CONSTRUCTION THE ALTERATION THE RELOCATION THE DEMOLITION of a **X ADD A**  
 SINGLE FAMILY DWELLING NO. OF BEDROOMS \_\_\_\_\_ INDUSTRIAL STRUCTURE  
 MULTIPLE FAMILY DWELLING NO. OF UNITS \_\_\_\_\_ MOBILE HOME  
 OFFICIAL OR INSTITUTIONAL STRUCTURE X OTHER SIGN  
 COMMERCIAL STRUCTURE \_\_\_\_\_

Said Sign To Be Located on the Following Described Property:

Legal Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(If additional space is required, attach separate sheet)

STREET ADDRESS OF THE ABOVE \_\_\_\_\_ ESTIMATED COST \$ \_\_\_\_\_

Estimated Starting Date of Construction \_\_\_\_\_ Estimated Date of Completion \_\_\_\_\_

PRESENT BELOW INFORMATION PERTAINING TO THE AVAILABILITY OF THE PUBLIC UTILITIES AND FACILITIES:

PUBLIC WATER \_\_\_\_\_

ELECTRICITY \_\_\_\_\_

NATURAL GAS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

STREET IMPROVEMENTS \_\_\_\_\_

SANITARY SEWAGE TREATMENT \_\_\_\_\_

GARBAGE DISPOSAL YES NO

OTHER INFORMATION \_\_\_\_\_

(LOT)

## Application for SIGN PERMIT

**Plot (Lot) Plan:**

1. Indicate the location of the sign on the lot, including lot dimensions, building set back and structure dimensions, and street names.
2. Indicate the location of the septic line, if applicable.
3. Indicate the location of a water meter, if applicable.
4. Indicate any other information, such as building height, parking area, etc.

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I hereby acknowledge that information presented is correct and that I will comply with all applicable ordinances and regulations of the City of Overbrook, Kansas.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

Present Address & Phone #: \_\_\_\_\_

**Official**  
**SIGN PERMIT**  
Overbrook, Kansas

PERMIT NO. \_\_\_\_\_  
REGIONAL AREA Kansas  
COUNTY AREA Osage  
DATE ISSUED \_\_\_\_\_  
DIST. ZONING \_\_\_\_\_

THIS PERMIT  
AUTHORIZES \_\_\_\_\_

for THE CONSTRUCTION THE ALTERATION THE RELOCATION THE DEMOLITION of a **ADD A**  
SINGLE FAMILY DWELLING NO. OF BEDROOMS \_\_\_\_\_ INDUSTRIAL STRUCTURE  
MULTIPLE FAMILY DWELLING NO. OF UNITS \_\_\_\_\_ MOBILE HOME  
OFFICIAL OR INSTITUTIONAL STRUCTURE X OTHER SIGN  
COMMERCIAL STRUCTURE \_\_\_\_\_

IN ACCORDANCE WITH THE PLANNING AND ZONING REGULATIONS, OVERBROOK, KANSAS, AND IN COMPLIANCE  
WITH THE APPROVED APPLICATION, ON PROPERTY LOCATED AT: \_\_\_\_\_

SAID PERMIT SHALL BE VALID FOR ONE (1) YEAR FROM THE DATE OF ISSUANCE OR SHALL BE VALID WHILE  
CONSTRUCTION IS IN THE PROGRESS. UPON THE COMPLETION OF THE CONSTRUCTION, APPLICANT  
HEREBY AGREES TO NOTIFY THE ZONING ADMINISTRATOR IN WRITING OF SAID COMPLETION.

APPLICANT'S SIGNATURE

Approved by:

X \_\_\_\_\_

\_\_\_\_\_

PRESENT ADDRESS \_\_\_\_\_

\_\_\_\_\_

Building Inspector

IMPORTANT - THIS PERMIT IS SUBJECT TO THE  
ISSUANCE OF AN OCCUPANCY PERMIT. FAILURE TO  
SECURE THE SAME MAY RESULT IN THE ENFORCE-  
MENT OF A PENALTY FOR VIOLATION.