

City of Fenton
Community Development Department
625 New Smizer Mill Road
Fenton, MO 63026
(636) 349-8110

PETITION FOR SIGN PLAN REVIEW

DATE: _____

PETITION NO.: _____

DATE PAID: _____

FEE: _____

I (we), the petitioner(s) _____ am
(are) seeking a **Sign Plan Review** from the City of Fenton. I understand this petition will be
scheduled for a public hearing with the Planning and Zoning Commission of the City of Fenton and a
recommendation from this Commission will be made to the Board of Aldermen for a final decision.

Information/items to accompany this application:

1. Address and legal description of property (attach if necessary): _____

2. Letter of Property Owner consent if the applicant is not the owner, or proof of ownership
under contract.
3. Zoning District of the property: _____
4. Use of the property (Commercial, Public/Semi-Public or Unimproved Land): _____
5. Proposed number and type of Sign(s): _____
6. Proposed size and height of Sign(s): _____
7. Twenty-five (25) copies of a visual representation of the of the lettering, illumination, color,
size, height, placement and location of the Sign(s).
8. Twenty-five (25) copies of a Site Plan of property, drawn to scale, with a North directional
device on plan map, showing nearest street intersection, dimensions of property, and north
point, and indicating the proposed location(s) of the Sign(s).
9. A narrative statement that explains the need for deviation from the applicable sign
regulations. The statement shall describe the unique circumstances of the site that warrants
a deviation from the provision of Chapter 485: Sign Regulations.
10. If the Sign(s) are proposed to be illuminated and/or contain an electric changeable copy,
detailed information regarding the proposed illumination and/or the electric changeable copy
must be provided.

11. Application Fee of \$200.

PETITION FOR SIGN PLAN REVIEW

I (we) hereby certify that I (we) have a legal interest in the described property or I (we) am (are) the duly appointed representative(s) of the property owner and that all information given herein is true and a statement of fact. As owner(s) or petitioner(s), I (we) will comply with all requirements and conditions set forth by the City of Fenton's Planning and Zoning Commission and Board of Aldermen.

(Print Name)

(Petitioner's Signature)

Address: _____

Phone: _____

Email: _____

Subscribed and sworn to before me this _____ day of _____ 20____.

SEAL:

(Notary Public)

My Commission expires: _____ 20____.

REMINDER: Applications, all attachments, and fee must be received by the Community Development Department at least **thirty (30) days prior to the next Planning and Zoning Commission Meeting** in order to be placed on the agenda for consideration.