

**PERMIT APPLICATION FOR  
PORTABLE SIGN, BALLOON, BANNER, OR TEMPORARY SIGN  
City of Joplin, Missouri**

\_\_\_\_\_ \$ \_\_\_\_\_  
 Permit No. Permit Fee Date Issued

\_\_\_\_\_  
 Sign Location (street address) Business Name

\_\_\_\_\_  
 Name of Applicant Address Phone No.

Check Type of Sign:     **Portable Sign - Maximum size 48 sqft. (TAG NO. \_\_\_\_\_) Size: \_\_\_\_\_**  
                                   **Banner, Temporary sign – Maximum size 60 sqft. Size: \_\_\_\_\_**  
                                   **Balloon Size: \_\_\_\_\_**

1. One (1) banner, balloon, temporary sign *OR* one (1) portable sign per location shall be permitted.
2. Banners, balloons, and temporary signs *MUST* be affixed on a building at a commercial location.
3. No banner or temporary sign shall be larger than 60 square feet.
4. Portable signs shall be set back from all side lot lines at least ten (10') feet and at least twenty (20') feet from the face of a curb or edge of a paved surface of any public roadway within any zoning district. In no case shall a portable sign be permitted on public property or right-of-way.
5. There shall be only one (1) portable sign allowed for each commercial location, regardless of the size or the number of tenants / occupants.
6. All signs shall only display information concerning a commodity, service, or entertainment conducted, offered, sold or manufactured on the premises where the signs are placed.
7. All portable signs requiring electrical connections shall be inspected and comply with the electrical code of the city.
8. All portable signs shall be suitably anchored or reasonably secured and maintained in a physically safe and complete manner. No sign shall be permitted to remain that is abandoned, dangerous, or materially, electrically, or structurally defective, unsafe or is not properly anchored.
9. No portable sign shall exceed 48 square feet in size or 8 feet in height above grade.
10. No portable sign shall be permitted flashing, chasing, or any other external light. All lighting for portable signs shall be from an internal source.
11. No lettering will be permitted to extend beyond the frame, cabinet or exterior border of the sign.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Planning & Zoning \_\_\_\_\_ Date \_\_\_\_\_

Building Department \_\_\_\_\_ Date \_\_\_\_\_