



IBERIA PARISH GOVERNMENT
PERMITS, PLANNING AND ZONING DEPARTMENT
SIGN PERMIT APPLICATION

*****PLAN REVIEW TAKES 5 – 10 BUSINESS DAYS*****

In order to obtain a building permit, please complete this application and attach a **scaled site plan (8 1/2" x 11" or 11' x 17')** indicating street(s), lot dimensions, driveway(s), easements and/or other encumbrances, and footprint and size of all existing and proposed improvements with building setback dimensions.

Please deliver this completed application and site plan to 715-A Weldon Street, or Email this application and site plan (in PDF format) to permits@iberiagov.net

For Office Use: Permit Number _____ Zoning: _____
Flood Zone: _____ BFE ____ + ____ = _____ Required BFE, Elevation Certificate: Y: ____ N: ____
Setbacks: Front: _____ Rear: _____ Left Side: _____ Right Side: _____ Other: _____

SITE ADDRESS: _____ City: _____ State: ____ Zip: ____

BUSINESS NAME: _____

Sign Contractor's Information:

Name: _____

Address: _____ City: _____ State: ____ Zip: ____

Contractor Phone #: _____ Fax #: _____

Contractor's Email: _____

Property Owner's Information:

Name: _____

Address: _____ City: _____ State: ____ Zip: ____

Phone #: _____ Email: _____

Project Details:

Cost of Construction: _____

Sign Width: _____ Sign Height: _____ Freestanding Height (Foundation to top): _____

Sign Type (Select all that Apply)

Permanent: ____ Free-Standing: ____ Pole: ____ Wall Sign (connected to building): ____

Reader board: ____ Digital: ____ Monument: ____

of Faces: ____ Illuminated: Y ____ N ____ If Yes, specify type: Internal ____ External ____

My signature below certifies that I am aware of my responsibility and liability as the permit purchaser to comply with: all applicable building codes; City, Parish, State, and Federal regulations and requirements; insurance coverage for

I undersigned that the above information is used to qualify the approval of this permit. I further understand that failure to provide all the information required may result in the removal of this sign(s) at my expense.

(Printed Name)

(Signature)

(Date)

Check List:

All Site Plans shall be to scale and contain the following information:

- Show all property lines;
- Provide the dimensions of all property lines;
- Show and label all easements, niches and servitudes associated with the lot;
- Location of the driveway;
- Show location and label Street(s);
- Show the location and footprint of all existing buildings on the lot;
- Proposed sign location with setbacks

Application shall include the following documents:

- Elevation drawings showing sign dimensions and height
- If applicable, Foundation diagram including materials and anchoring method
- If applicable, Electrical riser diagram showing location of service drop or lateral and nearest pole or transformer.
- For all wall signs please include the following information:
 - Mounting/securing information
- All Freestanding signs (i.e. pole, monument etc..) will require a wind load certification.

Please Note:

If your property is located in a "V" ZONE, you are not allowed to bring in fill (i.e. dirt) to raise the elevation of the property, you will also be required to submit a structurally engineered foundation plan.