

**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 430, Article IV: Signs.
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.

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\_\_\_\_.

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**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.