



**City of Streator**  
 204 South Bloomington Street  
 Streator, Illinois 61364  
 Phone: (815) 672-2517  
 Fax: (815) 672-7566

Permit #: \_\_\_\_\_

FEES	
Illuminated:	\$100.00
Non-Illuminated:	\$50.00
Re-face Only:	No charge

**SIGN PERMIT APPLICATION-PERMANENT**

**PLEASE NOTE: Each sign MUST have a separate application**

Applicant hereby certifies to the correctness of the information below and agrees to conform to all regulations of Section 15.48 "Sign Ordinance" of the Streator Municipal Code of Ordinances.

Applicant Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone #: \_\_\_\_\_

Jobsite Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Owner Email: \_\_\_\_\_

Owner Primary Phone #: \_\_\_\_\_ Secondary Phone #: \_\_\_\_\_

Contractor Name, Address, City, State, Zip: \_\_\_\_\_

Distance From Grade to Bottom of Sign: \_\_\_\_\_ Distance From Grade to Top of Sign: \_\_\_\_\_

Horizontal Dimension: \_\_\_\_\_ Illuminated: Yes  No

Linear feet of Building 1: \_\_\_\_\_ Linear feet of Building 2: \_\_\_\_\_

Type of Sign:  Free Standing  Wall  
 Directional  Directional  
 Ground Monument  Projecting  
 Pole/Pylon  Window

Total Square Footage of Existing Sign: \_\_\_\_\_ Vertical Dimension: \_\_\_\_\_

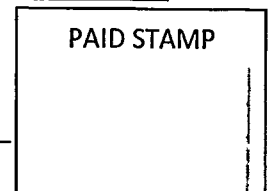
**THE FOLLOWING INFORMATION MUST BE ATTACHED TO THIS APPLICATION PRIOR TO REVIEW:**

1. A photograph of the site showing all existing signage.
2. A site plan showing the location of the proposed sign on the subject property and existing signage.
3. A scale drawing including the length, width, and height of the sign face, lettering, logos, sign structure, supports and braces.
4. A description of the installation/attachment.
5. For free-standing signs, include required dimension for the building to the sign and placement of the sign upon the property verifying accessibility requirements regarding sidewalk/right-of-way encroachment.

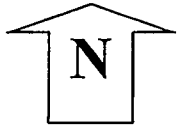
APPLICANT'S SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ Date: \_\_\_\_\_



**SITE PLAN**



Property Lines

Proposed New Free Standing Sign  
See Elevation

**PARKING AREA**

Existing Wall Sign  
3' 0" x 8' 0"  
3' 0" above ground

**Joe's  
Coffee Shop**

Existing Window  
Sign  
2' 0" x 6' 0"

70'

Existing Projecting Sign  
4' 0" x 6' 0"  
9' 0" above ground

Curb

Frontage  
25'

**STREET NAME**

**SIGN ELEVATION**

6' 0"

*Joe's Coffee  
Shop*



8' 0"

9' 0" To Ground

*Example Site & Elevation Plan*



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## HOW BIG CAN MY FREESTANDING SIGN BE?

A free standing sign is defined as a sign that is attached to, erected on, or supported by some structure, such as a pole, mast, base or frame that is an integral part of the sign. It is not attached to a building or other structure whose principal function is something other than the support of the sign. For example, Pole signs, monument signs, etc.

### **15.48.100 Business and Industrial districts.**

In the C-1, C-2, C-3, CBD, and M1 and M2 districts, the signs listed in this section are permitted.

**Freestanding Signs during Construction.** One non illuminated sign per frontage, during construction of a building, not exceeding thirty-two (32) square feet, and located upon the property.

**Freestanding Signs.** A maximum of one freestanding sign is permitted per zoning lot having a minimum frontage of 50 feet, the primary purpose of which is business identification. Freestanding signs shall be located no closer than five feet from the street right-of-way line or property line and shall have no more than two sides, which contain sign face. Freestanding ground/monument signs shall not exceed a maximum area of seventy-five (75) square feet per sign face.

**Freestanding pole/pylon signs** shall not exceed a maximum area of fifty (50) square feet per sign face. The maximum sign face area for pole/pylon signs may be increased by no greater than fifty (50) percent (a maximum seventy-five (75) square feet), provided the total sign face area of wall signs for the principal structure(s) is decreased by an equal proportion (i.e., if the total area of the sign face for a pole/pylon sign is increased by fifty (50) percent, the total area of the wall sign must be decreased by fifty (50) percent).

## HOW MUCH WALL SIGNAGE CAN I HAVE IN THE CENTRAL BUSINESS, SHOPPING, AND GENERAL COMMERCIAL ZONED AREAS?

“Wall sign” means a sign that is painted on or attached directly to a building wall that does not extend more than fifteen (15) inches from the wall. Signage permanently affixed to or incorporated into the design of a building canopy or awning are also considered wall signs.

### **General Commercial**

**Wall Signs.** Wall mounted signs shall not extend above or to the side of the face of the building, shall not extend more than fifteen (15) inches from the building wall, and shall have a maximum square footage of one and one-half square feet per lineal foot of building frontage. Buildings fronting two or more streets are allowed the permitted sign area per building frontage, but permitted signable area



cannot be transferred from one building frontage to another. Buildings in which both the front and rear of the structure are visible may not include signage along the rear façade unless the rear façade is bordered by a parking lot utilized by the customers of the building.

#### **Shopping Center and CBD**

**Business Signs.** A sign permitted under Section 15.48.100 will be permitted in a shopping center and in the Central Business District. However, wall signs shall have a maximum square footage of two square feet per lineal foot of building frontage. On a corner lot, the calculation of building frontage shall include all building facades which face a street.

#### **HOW TALL CAN MY SIGN BE?**

“Height of sign” means the vertical distance measured from the adjacent street grade or upper surface of the nearest street curb (other than an elevated roadway), to the highest point of the sign.)

#### **15.48.100 Business and Industrial districts.**

**Freestanding ground/monument signs** shall not exceed ten (10) feet in height. Freestanding pole/pylon signs shall not exceed twenty-five (25) feet in height.

**Directional Signs.** Directional signs not exceeding five feet in height are permitted.

**Entrance Signs.** A maximum height of twenty-five (25) feet.

#### **HOW MUCH CHANGEABLE COPY CAN I HAVE?**

“Changeable copy” means any sign, or portion thereof designed or used in such a manner that characters, letters, and/or symbols can be manually or electronically changed or rearranged not more than once every four (4) seconds without altering the surface of the sign)

#### **15.48.100 Business and Industrial districts.**

All **freestanding signs** and **wall signs** may incorporate changeable copy into the general design of the sign, provided the portion of the sign used for changeable copy does not exceed sixty (60) percent of the total area allowed for each sign face. All changeable copy shall be included within the total area of the principal sign.



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## WHAT TYPE OF ELECTRIC/ANIMATED SIGN CAN I HAVE?

“**Electronic/Animated sign**” means any sign that uses movement or change of lighting to depict display changes at an interval less than four (4) seconds.

If electronic changeable copy or animated signage is to be used it may not face a residential district if the sign is within 300’ of said district. The portion of a sign containing changeable copy or animated signage may be either separate from, or incorporated into the housing of the principal sign face, but in all instances shall be permanently attached to the structural support(s) of the principal sign. All changeable copy or animated signage shall be included within the total permitted area of the sign. Flashing signs are prohibited.

## HOW MUCH DOES A PERMIT COST?

### 3.48.160 Signs.

Sign permit fees shall be per the following amounts:

A. Permanent signs: fifty dollars (\$50.00) for non electrical and one hundred dollars (\$100.00) for signs using electricity;

B. Permitting requirements for temporary signs shall be as follows:

- (1) One event per calendar quarter – Application required every quarter. \$25 Permit Fee.
- (2) Two events per calendar quarter – Application required every quarter. \$50 Permit Fee.
- (3) Three events per calendar quarter – Application required annually. \$100 Permit Fee.

In addition sign face changes do not require a permit.

## DOES THE CITY REGULATE WINDOW SIGNAGE?

Yes

“**Window sign**” means a sign posted, painted, placed, or affixed in or on a window exposed to public view. An interior sign that faces a window exposed to public view and located within three feet of the window is considered a window sign.

**Window Signs.** The minimum surface area an interior window sign may cover is 32 square feet regardless of the cumulative window area of the building frontage, but shall not exceed fifty (50) percent of the window surface in the event that fifty (50) percent of the cumulative window area is greater than 32 square feet. For example a 30 square foot window may have 30 square feet of signage and a 100



square foot window may have 50 square feet of signage. In addition neon tubing or accent lighting used to outline the extreme outer edge of a window will be considered as window accent and not as the limit of window signage. A glass door sign is subject to the same regulation.

No permit is required for window signs.

### **WHAT IS CONSIDERED A TEMPORARY SIGN AND WHAT ARE THE TEMPORARY SIGNAGE REQUIREMENTS?**

“**Temporary sign**” means any sign that is used only temporarily and not permanently mounted. This includes any sign constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, with or without frames, intended to be displayed for a limited period of time to advertise a particular event.

Temporary signs may not be portable. A temporary sign may not exceed twenty-five square feet, with a combined total of no more than fifty square feet at any one zoning lot. Temporary signs must be keyed to a specific event and, except for holiday displays which do not require a permit, shall not be erected sooner than two weeks before the event and must be removed no later than seven days after the event. No more than three temporary signs will be allowed on any zoning lot per calendar quarter. In addition only one event per calendar quarter may incorporate an attention getting device.

“**Attention getting device**” means any temporary or permanent device other than signs, official flags, or banners that is used for the purposes of marketing, advertising, business identification, and/or decoration. These include but are not limited to balloons, inflatable “stick men”, strings of pennants or lights, vehicle mounted antenna pennants, and spotlights.

### **WHAT IS THE SETBACK REQUIRED FOR MY FREESTANDING SIGN?**

**Freestanding Signs** A maximum of one freestanding sign is permitted per zoning lot having a minimum frontage of 50 feet, the primary purpose of which is business identification. **Freestanding signs shall be located no closer than five feet from the street right-of-way line or property line** and shall have no more than two sides, which contain sign face.

No sign or support shall be located within a sight line setback which is a triangle created by points located on property lines twenty (20) feet from an intersection.



COMMUNITY DEVELOPMENT  
DEPARTMENT

CITY SIGN CODE  
FREQUENTLY ASKED QUESTIONS

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**CAN I ADVERTISE FOR THIRD PARTIES ON MY CHANGEABLE COPY  
SIGN?**

No, Per Section 15.48.180 K. no Off-premise sign or billboard is permitted unless by special permit except for an off-premises sign currently located in CBD or M-1 District which may continue as a nonconforming sign if the sign owner registers the sign with the city within ninety (90) days after the effective date of the ordinance codified in this chapter.