

## Sign Permit Requirements

- Completed permit application and pay fee;
  - For a new free-standing sign a set of stamped drawings is required for a footing;
  - Site plan to include all existing signage, setbacks and lot lines;
- A digital copy of all drawings is required;
- The City of Lexington does not permit or inspect electrical work; permitting and inspections are issued and performed by the Nebraska State Electrical Division.
- All City of Lexington Codes must be followed. Sign Codes can be found at [www.cityoflex.com](http://www.cityoflex.com).

### Nebraska State Electrical Division

521 South 14th Street, Suite 400  
PO Box 95066  
Lincoln, NE 68508-2707  
PH: 402.471.3550 - FX: 402.471.4297

Gary Lofton  
[gary.lofton@nebraska.gov](mailto:gary.lofton@nebraska.gov)  
PO Box 372  
McCook NE 69001  
(308) 325-2219-Cellular

### Digger's Hotline

Locate requests are placed by calling 811 or  
800-331-5666, or by visiting  
<https://www.ne1call.com/> .

**CITY OF LEXINGTON**  
**BUILDING DEPARTMENT**

CITY OF LEXINGTON PO Box 70, Lexington, NE 68850 Phone: 308-324-2341 Ext. Fax: 308-324-4590

**APPLICATION FOR SIGN PERMIT**

2002

Name:		Mailing Address:			Unit #:
City:				State:	Zip:
Phone:	Fax:	Cell:	E-Mail:		

**CONTRACTOR**

Name:		Mailing Address:			Unit #:
City:				State:	Zip:
Phone:	Cell Phone:	City License No.:			

**JOB SITE INFORMATION**

Job Address:		Bldg/Unit No.:
Lot#:	Block:	Subdivision:
Zoning:		Flood Zone:
Total Square Footage of NEW Sign(s):		Height of NEW Sign(s):

Description & Location of all existing signs on site:  
 \_\_\_\_\_  
 \_\_\_\_\_

**SIGN INFORMATION**

Class of Sign	Items Required for Submittal
<input type="checkbox"/> Animated <input type="checkbox"/> Arcade <input type="checkbox"/> Billboard <input type="checkbox"/> Bulletin Board <input type="checkbox"/> Flashing <input type="checkbox"/> Out Door Ad. Device <input type="checkbox"/> Free Standing <input type="checkbox"/> Public <input type="checkbox"/> Illuminated <input type="checkbox"/> Non-Conforming <input type="checkbox"/> Painted	<input type="checkbox"/> Portable <input type="checkbox"/> Projecting <input type="checkbox"/> Revolving <input type="checkbox"/> Roof <input type="checkbox"/> Wall <input type="checkbox"/> Semi Public/Private Info <input type="checkbox"/> Off Premise <input type="checkbox"/> On Premise <input type="checkbox"/> Public Information <input type="checkbox"/> Political <input type="checkbox"/> Temporary
	<input type="checkbox"/> Site Plan <input type="checkbox"/> Legal Description <input type="checkbox"/> Physical Address <input type="checkbox"/> New Sign Plans
	<b>Type of Work</b> <input type="radio"/> Erect <input type="radio"/> Alter <input type="radio"/> Move <input type="radio"/> Repair
	<b>Diggers Hotline</b> <b>1-800-331-5666</b>

I hereby certify I have read and examined this application and corresponding documents.  
 All provisions of laws and ordinances governing this work will be complied with, whether specified or not.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Date Rec'd:	Issued By:	Est. Cost:	Fee Due:	<input type="checkbox"/> Paid
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**NOTICE: This permit expires within 180 days after issuance if no construction activity has taken place.**