CITY OF DEL RIO
SIGN PERMIT APPLICATION AND PROCEDURES

• Application shall include valuation of project. Permit and plan review fee will be based on valuation.

• Permit process time is 5 to 7 working days.

• Contractor requirements: Copies of State of Texas Sign Contractor License or Electrical Contractor License, certificate of insurance, Copy of picture ID and Texas State license of master sign electrician and licensed individuals who will be working on this project.

• Required documents: 2 copies and 1 digital of plans required, plans must be to scale, site plan must show setbacks location of property pins and location of sign, description, size and detail of sign, mounting detail and anchoring of sign, UL listings, voltage and amperage. New electrical circuits must be installed by licensed electrical contractor. (Separate permit is required). All work must comply with the 2017 N.E.C. and 2015 I.B.C. adopted codes. Additional information may be required.

• Signs must meet City of Del Rio Ordinance requirements; our City of Del Rio Sign Ordinance can be viewed on-line at www.cityofdelrio.com under Municipal codes.

• For signs installed in TX DOT right-a-ways, please contact Texas Department of Transportation Laredo office at (956)712-7400