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**APPLICATION FOR
SIGN REVIEW APPROVAL**

JUNE 2022

BUSINESS/DEVELOPMENT NAME: _____

SITE ADDRESS: _____

CONTACT PERSON: _____ EMAIL: _____ PHONE NO.: _____

DRAWING PREPARED BY: _____

ADDRESS: _____

CITY: _____

CONTACT PERSON: _____ EMAIL: _____ PHONE NO.: _____

COST: _____

Sign Information

<u>Type</u>	<u>Style</u>	<u>Lighting</u>
_____ New	_____ Wall	_____ None
_____ Resurface Existing	_____ Pole/Freestanding	_____ Indirect
_____ _____	_____ Ground/Monument	_____ Internal

Colors:

Background: _____ Letters: _____

Dimensions:

Sign Area: _____ Height: _____

Letter Size: _____

Setback from Road Centerline: _____

The undersigned authorizes any employees of the Building Department to enter upon the described premises to visually inspect the proposed site before and after any hearings scheduled for this application.

Applicant's Signature (date)

Legal Owner's Signature (if not the applicant) (date)

You must also fill out a building permit application with this review.

1. All applications for sign review shall be accompanied by a sign drawing and site plan illustrating the location of the sign on the site. The following information shall be provided:
 - a. A scaled plan showing the location of the sign and all structures located within one hundred (100) feet of the sign, both on and off the site.
 - b. The location of the sign in relation to all existing and proposed streets, parking areas and site entrances within one hundred (100) feet.
 - c. A scaled drawing of the proposed sign, specifying the height of the sign above the ground, the surface area and material of the sign, the lettering as it will appear on the sign, method of illumination, and any other information as the Building Inspector deems necessary to the understanding of the application.

Note: Please submit the Sign Review Application along with the following: Contractor's Sign Specialist License and Driver's License, Electrical Application (if needed), Electrical Contractors License and Driver's License.