

Sign Information

FASCIA SIGNS

“**Fascia sign**” means a flat sign, plain or illuminated, running parallel for its whole length to the face of the building to which it is attached. *A plan showing the design and dimensions of the sign and an elevation showing the location of the sign is required.*

Height of Sign: _____ Length of Sign: _____ Area of Sign Face: _____

Number of Other Signs on Building: _____

Total Area of Other Signs on Building: _____ Total Area of Building Face: _____

Projection Dimensions: _____

FREESTANDING SIGNS

“**Freestanding sign**” means a sign supported independently of a building, wall or structure and attached permanently to the ground. It is supported on one or more columns, uprights or braces in or upon grade. A Site Plan and an elevation plan showing the height of the sign in relation to the principal building is required for this application.

Height of Sign Face: _____

Length of Sign: _____

Area of Sign Face: _____

Total Height of Sign: _____

Type of Support: _____

Width of Sign: _____

Distance to Property Line: _____

Height of Principal Building: _____

Projection Dimensions: _____

PORTABLE SIGN

“**Portable sign**” means a sign excluding an A-board sign that can be carried or transported from one site to another. A Site Plan is required for this application.

Height of Sign Face: _____

Length of Sign: _____

Area of Sign Face: _____

Total Height of Sign: _____

Distance to Property Line: _____

Projection Dimensions: _____

Dates Sign Will Be Erected: _____

Signature of Applicant

Date

Required Documentation:

- Completed Application Form
- Photo or Rendering of Content of Sign
- Fee prescribed in fee schedule.
- Site plan showing the location of the sign or building on which sign is to be located, in relationship to property lines.
- If a fascia sign its location on the building with respect to measurements from roof/eave line, ground and sides or alls of the structure. (Superimposed images are encouraged).
- Rendering of the sign drawn to scale with background, lettering colors and lighting information indicated.
- Photograph of building or site upon which the sign is to be erected or attached.
- If proposed sign is freestanding, please include sign base details, such as landscaping.

Note: Additional documentation may be required from the applicant after the Planning & Development Department has reviewed the submitted application.