



Fee must accompany application

\$275 Sign Review Fee

\$ 75 Sign Face Replacement

Paid \_\_\_\_\_ Date \_\_\_\_\_

# SIGN REVIEW APPLICATION

Pursuant to Section 17.46 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

## 1 APPLICANT OR AGENT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone ( ) \_\_\_\_\_

Fax ( ) \_\_\_\_\_

E-Mail \_\_\_\_\_

## PROPERTY OWNER

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone ( ) \_\_\_\_\_

\_\_\_\_\_

## 2 PROPERTY ADDRESS OR GENERAL LOCATION

\_\_\_\_\_

## 3 SIGN INFORMATION

Sign Dimensions \_\_\_\_\_ height x \_\_\_\_\_ width Single/Multi Tenant (circle one)

Number of Sides \_\_\_\_\_ Building Frontage SF \_\_\_\_\_

Total Square Footage of Sign (include all sides) \_\_\_\_\_

Total height of the Sign \_\_\_\_\_

Is the Sign to be illuminated \_\_\_\_\_ yes \_\_\_\_\_ no

Type of Sign Construction Materials \_\_\_\_\_

Distance to Closest Property Line \_\_\_\_\_

Are there any existing signs on the property \_\_\_\_\_

If yes, what is the total Square Footage of existing signs \_\_\_\_\_

What are the intentions for the existing signs: Take down \_\_\_\_\_ Remain \_\_\_\_\_

## 4 SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

\_\_\_\_\_  
Applicant Date

\_\_\_\_\_  
Owner Date