



SADR _____

SIGN ARCHITECTURAL DESIGN REVIEW**PLEASE COMPLETE THE FOLLOWING INFORMATION (REQUIRED):**

PROPERTY ADDRESS _____

ZONE CLASSIFICATION _____

LOT FRONTAGE (LENGTH) _____ BUSINESS FRONTAGE (LENGTH) _____

APPLICANT(S) NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

E-MAIL ADDRESS _____

TELEPHONE NO. _____

PROPERTY OWNER(S) NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

E-MAIL ADDRESS _____

TELEPHONE NO. _____

TYPE, QUANTITY, AND DIMENSIONS OF PROPOSED SIGNS (Use additional sheets if necessary):

SIGN TYPE	QUANTITY	DIMENSIONS Width x Length x Height	Total Square Feet

TYPE, QUANTITY AND DIMENSIONS OF ALL EXISTING SIGNS (Use additional sheets if necessary):

SIGN TYPE	QUANTITY	DIMENSIONS	Total Square Feet

**THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY
THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.**_____
APPLICANT'S SIGNATURE_____
DATE_____
PROPERTY OWNER'S SIGNATURE_____
DATE

DATE FILED _____ RECEIPT NO. _____ PAID _____ RECEIVED BY _____

FILING REQUIREMENTS

In order for this application to be processed without delay, the application must include all of the following materials. To ensure that your application package is complete, please check-off the boxes next to the required application materials. For Comprehensive Sign Program requirements, refer to Section 9103.11.130 of the Development Code.

- ☐ Completed application form
- ☐ Filing Fee: \$479 for fixed signs
\$1,043 for a Comprehensive Sign Program
- ☐ Two sets of preliminary plans drawn to scale and clearly dimensioned. These should include at a minimum the following information:
 - ☐ Site plan including scale and north arrow and an elevation and photo of the store's frontage. The calculations and dimensions must be shown on the plans.
 - ☐ Elevation of building on which sign is to be mounted or placed in front of the building.
 - ☐ Detailed sign plan with dimensions, calculations of sign area, description of materials, colors, treatment, etc. (examples may be required)
 - ☐ If proposed sign is a wall sign, projecting sign, or marquee sign, indicate the location and square footage of all currently existing wall signs, projecting signs and marquee signs.
 - ☐ Photos of the existing building and the adjacent buildings
 - ☐ Landlord's signature (if applicable)
 - ☐ Additional information, which may be required to adequately evaluate this application.