



T-SADR \_\_\_\_\_

## TEMPORARY SIGN PERMIT

CITY OF  
ARCADIA

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**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. \_\_\_\_\_

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

SIGN TYPE	QUANTITY	DIMENSIONS Width x Length x Height

DURATION: \_\_\_\_\_

(Max. 60 days for Temporary Window Signs)

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**THE APPLICANT AND PROPERTY OWNER HEREBY DECLARE UNDER PENALTY OF PERJURY THAT ALL THE INFORMATION SUBMITTED FOR THIS APPLICATION IS TRUE AND CORRECT.**

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APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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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 9103.11.100 of the Development Code.

- Completed application form
- Filing Fee: \$280 for temporary signs
- 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 (for portable signs on private property).
  - Elevation of building on which sign is to be mounted, or placed in front of
  - Detailed sign plan with dimensions, calculations of sign area, description of materials, colors, treatment, etc. (examples may be required)
  - Photos of the existing building and the adjacent buildings
  - Landlord's signature (if applicable)
  - Additional information, which may be required if deemed necessary by the Planning Division in order to adequately evaluate this application