I.D. Sign Permit Application

(Commercial and Office ID signs)

Attach to the completed ARB Application for Proposed Work

Please provide the information listed below. In addition, please include photographs of the building, a site plan or building elevation showing the location of the proposed signage, and a scaled, color drawing or picture of the proposed signage.

Name of Sign Owner: _____

Address of Applicant: _____

Address of Sign Location: _____

Type of Business: _____

Contact Phone Number: _____

Name of Sign Contractor: _____

Address of Sign Contractor: _____ Phone: _____

Signage Dimensions and Lighting

Height (from ground level to top of sign) ____ feet ____ inches

Height (from ground level to bottom of sign) ____ feet ____ inches

Width of sign ____ feet ____ inches Single face ☐ Double face ☐

Monument ☐ Freestanding ☐ Projecting ☐

Walls ☐ Sandwich Board ☐ Banner ☐ Other ☐

Total square footage of Signage ____square feet

Describe the type of lighting to be used: _____

_____

How will the sign be mounted: _____

_____

Sign materials (sample materials may be requested by the review board): _____

_____

Linear foot frontage of principal building: ____ feet ____ inches

Square footage of Existing Signage: ____ feet ____ inches N/A ☐

Note: Signs should not exceed 20 square feet of surface area. Signs should be illuminated from top or ground lighting. Internal illumination, moving or flashing lights are not appropriate.