



TOWN-WIDE DESIGN REVIEW APPLICATION FOR NEW COMMERCIAL SIGNAGE

Please refer to the Town of Paradise Zoning Ordinance and the Town of Paradise design standards for sign design requirements, both located at www.townofparadise.com. All boxes must be checked off and application must be signed by applicant and property owner for application to be deemed complete.

Company Name: _____ Date: _____

NEW SIGN

If you are installing a NEW SIGN, please provide the following:

- Submit **ONE** original packet (8 ½" x 11" format, drawn to scale) of the following items:
- A completed application form
- Color rendering of the proposed signage to include:
 - Sign Size (height, width and thickness)
 - Total square footage of the proposed sign(s)
 - Font style and size and dimension of the lettering
 - Materials for the sign(s)
 - Color palette for the sign(s), need actual color samples
- Location of the sign(s) on the building and/or on the property to include:
 - Length of wall the proposed sign(s) will be mounted
 - Placement on wall, including dimensions from sign to ground and to top and sides of wall
 - Photo of building with the marked location of proposed sign
 - Mounting hardware and building specs if needed
 - Type of illumination
- Site plan for the property including:
 - Building dimensions (height and width of all building elevations on which signs are proposed to be installed)
 - Rights-of-way or easements, property lines, distance from the centerline of the frontage street to the proposed sign ****Please see the attached example of a site plan**
 - Location, dimensions and area size of all existing signs of the affected property
 - Location of monument or free standing sign(s)
 - Location of proposed lighting
 - Landscaping (if monument sign)
- \$109.35 fee paid to the Development Services Department

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Business Name: _____

Business Address: _____

Business Owner's Name: _____

Business Owner's Mailing Address: _____

Contact Information: Phone _____ FAX _____ e-mail _____

Assessor's Parcel Number: _____ - _____ - _____

Property Owner's Name: _____

Property Owner's Address: _____

Contact Information: Phone _____ FAX _____ e-mail _____

Sign Company Name/Contact Person: _____

Sign Company's Address: _____

Contact Information: Phone _____ FAX _____ e-mail _____

The applicant's sign company is advised that the installation of a commercial sign may require a land use entitlement and/or building permit. Design approval does not constitute approval by the Development Services Department and is not the equivalent of a land use entitlement and/or building permit. Please consult the Town's Permit Technician before proceeding with the fabrication and installation of the sign.

I hereby declare under penalty of perjury that this application, including the attached information, is true and correct to the best of my knowledge and belief. By signing this application, I also declare that the project site is not included on any State of California or Town of Paradise list of hazardous waste sites compiled pursuant to Government Code Section 65962.5, effective July 1, 1987.

Applicant's Signature: _____

Property Owner's Signature (is **REQUIRED** if not the applicant): _____

Date: _____

Note: If the applicant is **NOT** the property owner, the owner's signature or an attached letter of authorization signed by the owner **MUST** accompany this application.