



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.

NEW SIGN

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

Submit **ONE** original packet (8 1/2" x 11" format, drawn to scale) of the following items:

- A completed application form and Owner Authorization 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

Assessor's Parcel Number: _____ - _____ - _____ Business/Site Address: _____

Business Name _____ Business Owner's Name: _____

Phone _____ e-mail _____

Business Owner's Mailing Address: _____

Property Owner's Name: _____

Property Owner's Address: _____

Contact Information: Phone _____ email _____

Sign Company Name/Contact Person: _____

Phone _____ e-mail _____

Sign Company's Address: _____

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: _____ Date: _____

Property Owner's Signature _____ Date: _____

(REQUIRED if not the applicant):

Note: If the applicant is **NOT** the property owner, the owner's signature upon submittal or an attached letter of authorization signed by the owner, if they are not present upon submittal, **MUST** accompany this application.

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project.

Scope of Construction Project/Description of Work: _____

Project Location/Address: _____

Name of Authorized Agent: _____ Phone: _____

Address of Authorized Agent: _____

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. *Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.*

Signature of Property Owner: _____ Date: _____

*Acceptable Verification of Property Owner Signature for the Town of Paradise:

In person:

Present original State issued Driver's License or State issued Identification Card

Agent for Owner:

Copy of a valid State issued Driver's License or State issued Identification Card

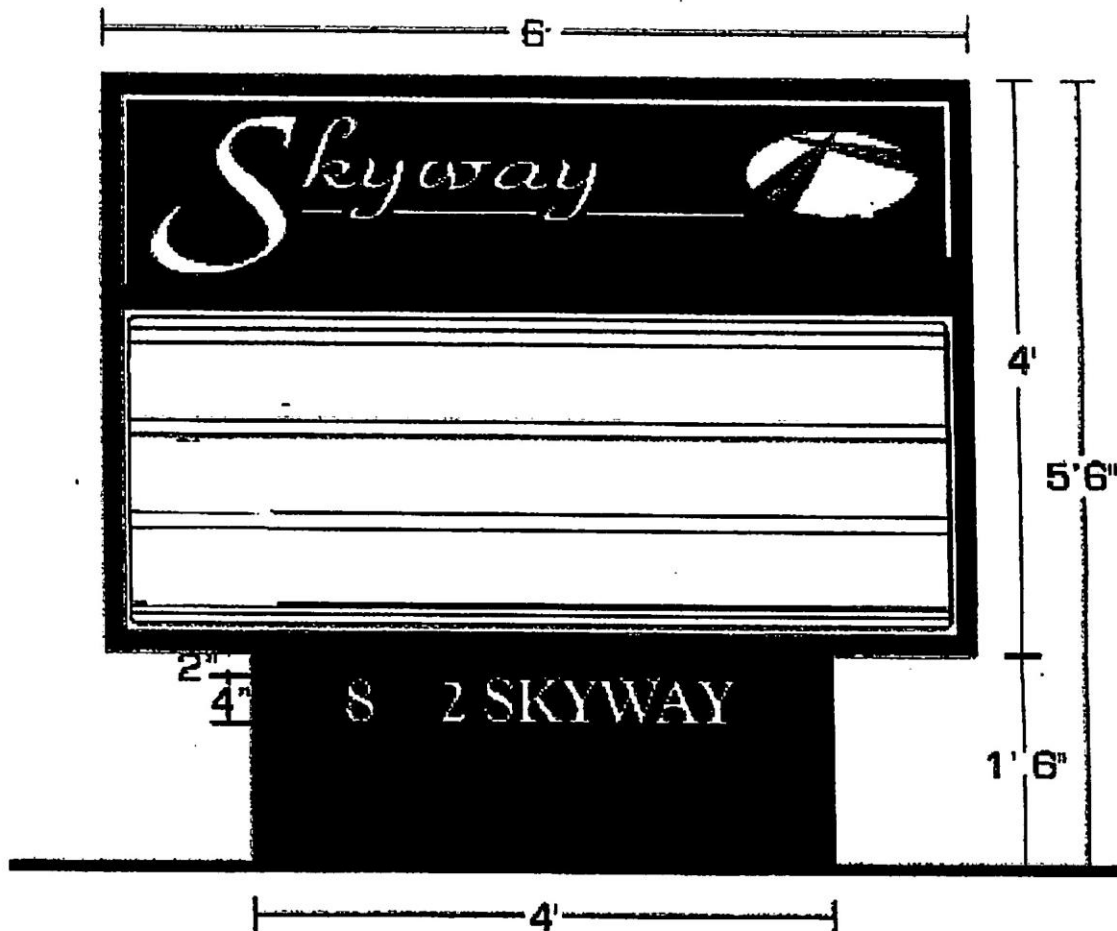
Present notarization of signatures for both 1.) Owner's Acknowledgment and Verification of Information and 2.) Authorization of Agent to Act on Property Owner's Behalf

Staff Signature

Date

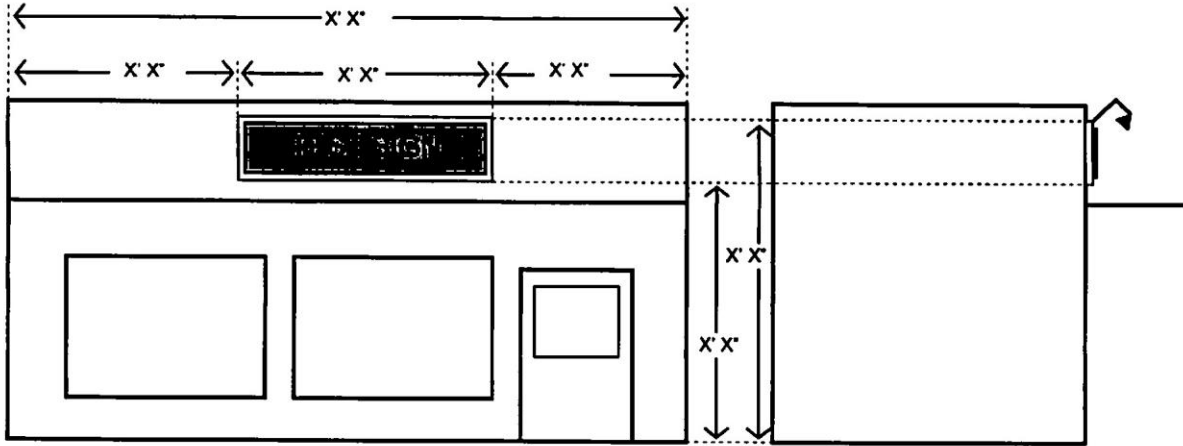
EXAMPLE

VINYL COLOR: BURGUNDY
PAINT COLOR: BLUE
TEXT COLOR: WHITE
DRAFT COLOR: WHITE
VINYL ON COWLING: WHITE

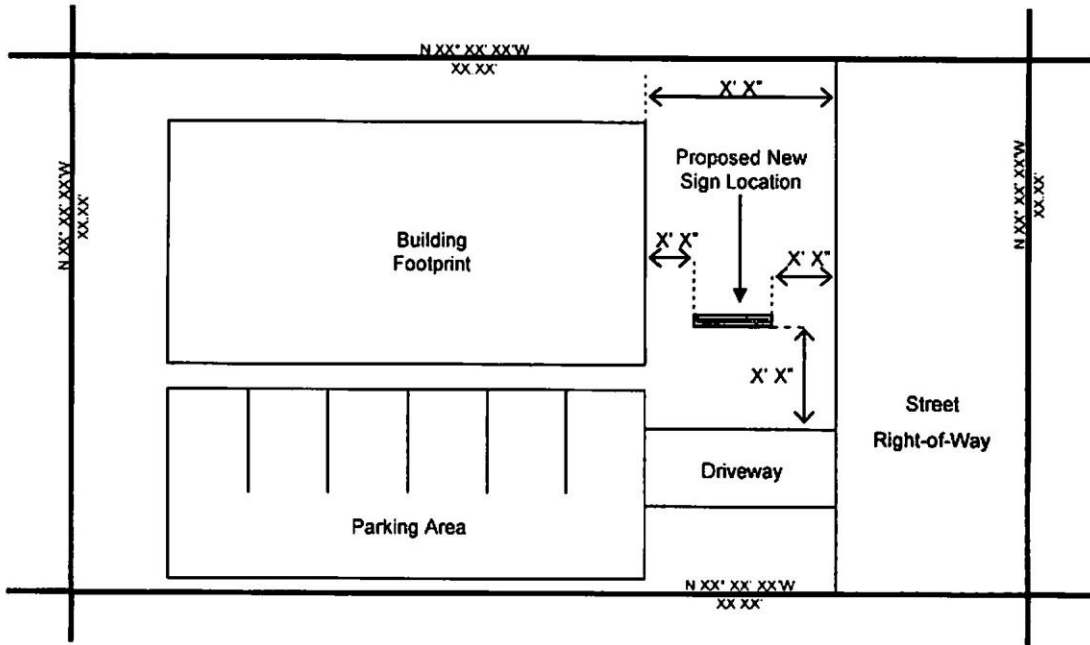


ANNOUNCER 46
CABINET SIZE: 4'X6'

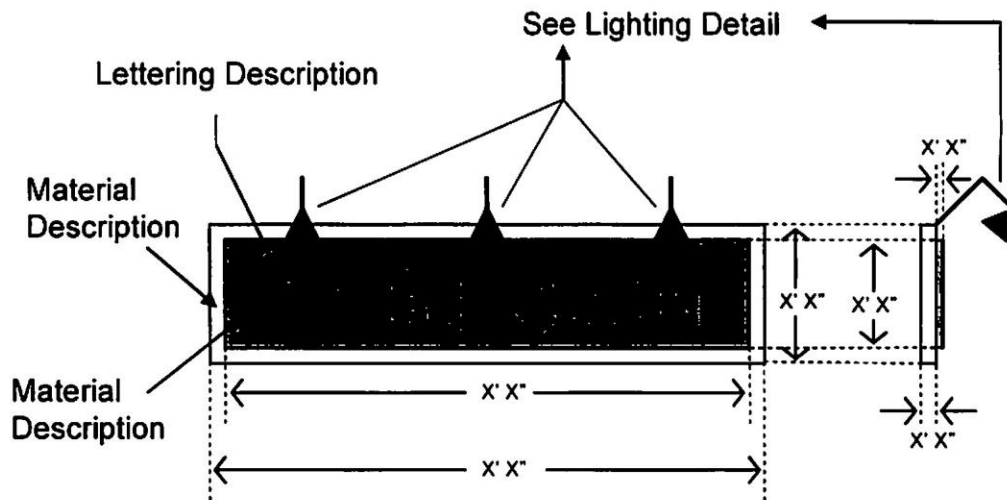
SIGN LOCATION EXAMPLE (non free-standing sign)



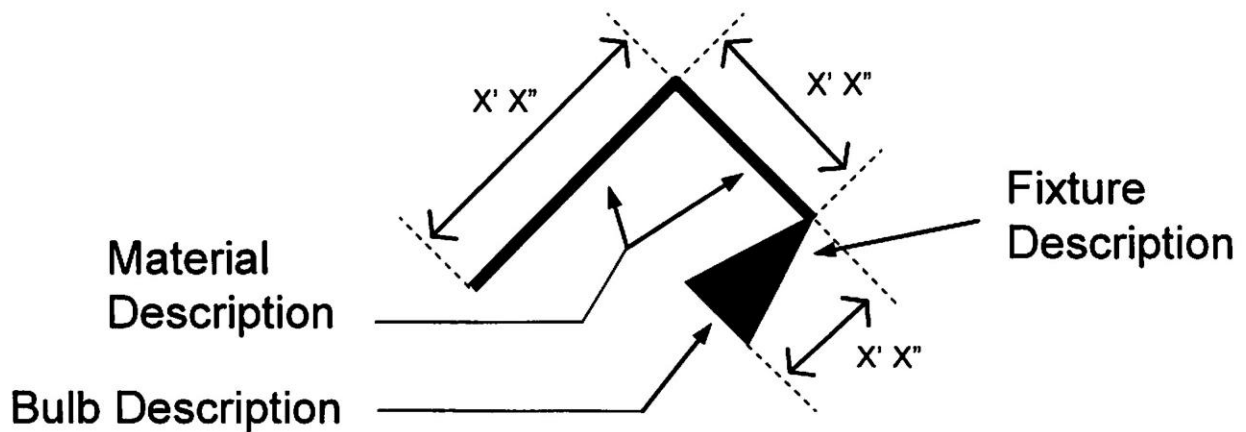
SIGN LOCATION EXAMPLE (free-standing sign)



SIGN DESIGN EXAMPLE

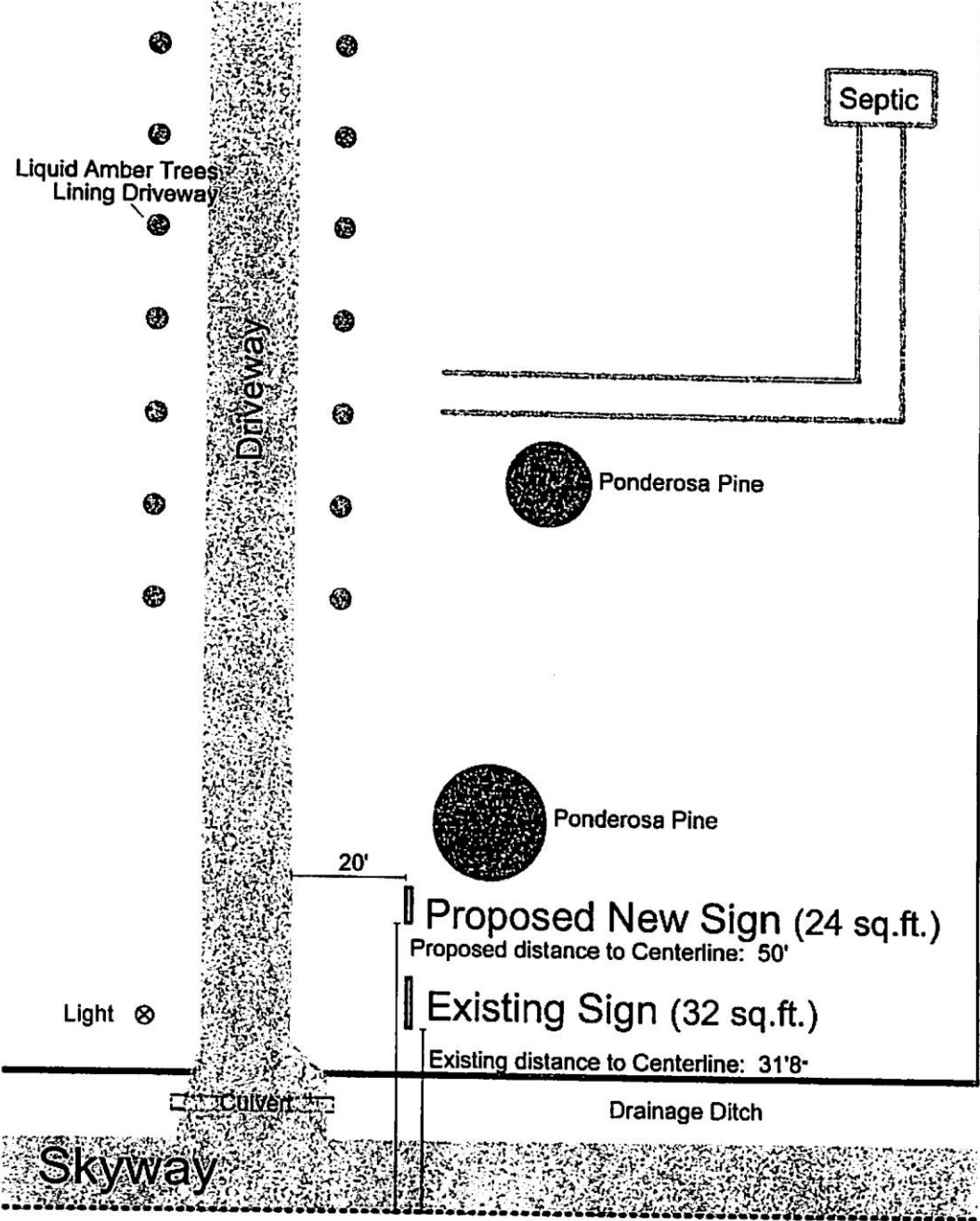


LIGHTING DETAIL EXAMPLE



Site Plan (Detail)

EXAMPLE



Site Plan

EXAMPLE

