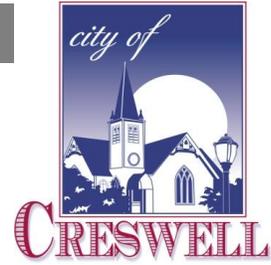


Sign Permit Application

Part 1



Submittal Requirements: Complete application requirements listed below. Check the appropriate box as you include it in your application. A complete application includes this form, a Building Permit Application Form (if applicable), and **two (2) copies drawn on a sheet not less than 8-1/2" x 11" suitable for reproduction for staff review.** Sign permits shall be reviewed for consistency with Ordinance No. 483 (Sign Code), Building Code, and all other applicable City Codes and Ordinances.

Application Type: (check one)

- New Sign Alteration Graphic/Mural
 Face Change only Temporary Other: _____

Describe work:

# New signs	# Existing Signs	Total # of signs on property	Date to Install/ Remove:
-----	-----	-----	-----

Permit History: (check one)

- Permitted under old Sign Code (Ord. 448) Existing Sign upgrade
 Date: _____ No permit history
 Documentation: _____ Other: _____

Applicant Information

Property Owner _____ Phone _____
 Applicant Name _____ Phone _____
 Mailing Address _____ Email _____
 Sign Installer _____ Phone _____
 (if different from applicant)

Site Information

Street Address _____ Creswell, OR
 Map & Tax Lot # _____ Total area (sq feet) _____
 If more than one lot, please list additional Tax Lot #'s
 Map & Tax Lot # _____ Total area (sq feet) _____
 List materials used: _____

If applicable: (must complete Part II: Building Permit Application)

Illumination	<input type="checkbox"/>	Internal	<input type="checkbox"/>	External	<input type="checkbox"/>	Not Applicable
Foundation/footing construction	<input type="checkbox"/>	Yes			<input type="checkbox"/>	Not Applicable
How is the sign affixed?	<input type="checkbox"/>	To building				
	<input type="checkbox"/>	To a pole				
	<input type="checkbox"/>	Other				

Sign Proposal

Site plan (to scale)/Photo with measurements indicating:

- Property Lines, easements, streets, sidewalks, vision clearance areas, and north arrow
- Map showing location, size, and type of all **existing** signage on-site.
- Proposed Sign (including all faces, attachment, weight, and construction detail)
- Map showing location, size, and type of all **proposed** signage on-site.
- Building Elevation Area of wall or frontage where sign is to be installed (including height of building and length of building frontage)
- Structural and/or electrical details of construction required for sign type by Oregon Building Code.

I certify that I am the owner of the property described above (or) the owner(s) authorized agent and I have been given express permission by the owner(s) of the property to submit this application for permit and that I am authorized by the owner(s) of this property to perform the work for which the application is made and I comply with the requirements of the Oregon State Contractors Act. I certify that to the best of my knowledge, the information submitted in support of this permit application is true and correct. I certify that I will comply with all applicable City of Creswell, State, and Federal regulations and laws pertaining to the work authorized by the issuance of a permit. I understand that issuance of this permit does not remove the owner's responsibility for compliance with State or Federal laws regulating construction, land use, or environmental laws.

Signature of applicant: _____

Date: _____

Print Name: _____

FOR OFFICE USE ONLY

Reviewed by: _____ Date: _____

Recommendation: Approve Not Approve

PLANNING STAFF

I hereby authorize the permit for signs described by this application.

CITY ADMINISTRATOR

