SIGN REQUIREMENTS

THE FOLLOWING INFORMATION MUST BE PROVIDED PRIOR TO ZONING APPROVAL

1. Two photos or renderings of the tenant space with dimensions (length/width). The first photo will indicate what is existing with the size, location, picture of existing signs/awnings. The second photo will show what is proposed with size, location, and rendering of new sign/awning. Please indicate the number of signs proposed.

2. Free standing signs require all of the above along with the location and size of the sign to be located on a Site Plan or survey. Please indicate the number of signs proposed.

If approved, your sign permit will pass directly to the Building Department for review. Indicate on the building permit how the sign will be attached to the building and what materials are being used. If the sign is illuminated, please include an electrical permit if NEW electric is being installed. Awnings require wind and snow load calculations.