



**CITY OF ARROYO GRANDE
COMMUNITY DEVELOPMENT DEPARTMENT
SIGN APPLICATION**

The purpose of this form is to advise the City of the basic components of the proposed project so that the City can accurately evaluate the proposal for compliance with applicable ordinances and policies. **Providing accurate and complete information and plans will help ensure prompt processing of this application.** Use additional sheets when necessary. Please be aware that applications that are inconsistent with the City's General Plan or Development Code will not be accepted as complete. The City is available to assist in filling out this form; please refer any questions to the Community Development Department and we will be happy to assist you.

FOR STAFF USE ONLY			
DATE SUBMITTED	DATE DEEMED COMPLETE	CHECKED BY	CASE NUMBER

COMPLETION OF THIS FORM IS NECESSARY FOR THE FOLLOWING APPLICATIONS. PLEASE INDICATE TYPE OF APPLICATION(S) YOU ARE REQUESTING:	
<input type="checkbox"/> Administrative Sign Permit <input type="checkbox"/> Administrative Sign Program <input type="checkbox"/> Planned Sign Program	<input type="checkbox"/> Amendment <input type="checkbox"/> Amendment
INFORMATION TO BE SUBMITTED WITH THIS APPLICATION:	
A. Refer to the checklist (available from the Community Development Department) for those items required to be submitted for each type of project.	B. Include any other information that will help to explain your proposal or better clarify your particular situation.

I. GENERAL INFORMATION

Applicant:	Phone:		
Applicant's Address:	Email:		
Representative:	Phone:		
Representative's Address:	Email:		
Property Owner:	Phone:		
Owner's Address:	Email:		
Sign Contractor:	Phone:		
Sign Contractor's Address:	Email:		
Contractor's License Number:	Expiration Date:		
Please indicate if <u>all</u> correspondence should be sent to:			
<input type="checkbox"/> Applicant	<input type="checkbox"/> Representative	<input type="checkbox"/> Property Owner	<input type="checkbox"/> Sign Contractor



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II. PROJECT DESCRIPTION

Street Address:		Zoning:	
Assessor Parcel No.:		Parcel Size:	
General Plan Land Use Designation:			
Legal Description of Existing Lot:			
Building Sizes in Square Feet:		Existing:	Proposed:

III. SIGN INFORMATION

1. Total area of all signs:			
Existing:		Proposed:	
2. Width of building front(s), in feet:			
Tenant Name	Building Width	Tenant Name	Building Width
1.		4.	
2.		5.	
3.		6.	
3. Method of sign illumination:			
Existing:		Proposed:	
4. Hours of operation:			
Business:		Sign Illumination:	

IV. SIGN DETAILS

	Ground	Pole	Projecting	Wall	Window	Canopy
Number of Signs						
Number of Faces per Sign						
Area per Sign Face (sq. ft.)						
Sign Dimensions (L x W)						
Max Height of Sign Above Ground						
Vertical Clearance Below Each Sign						
Amount of Projection From Building (ft.)						
Type of Illumination						
Wording on Sign						



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V. COMPLETE THIS SECTION FOR ALL PROJECTS

Due to recent interpretation and legal amendments to the Political Reform act of 1974, the City needs to be aware of all entities (i.e. corporations, lending institutions, etc.) or individuals that may have a financial interest in the proposed project. All LLCs shall provide relevant Articles of Incorporation in order to disclose all financially interested entities. Please complete the following certification and provide your signature:

The following entities and/or individuals have financial interests in this project:	

<p>APPLICANT/REPRESENTATIVE:</p> <p>I certify under penalty of perjury that the foregoing statements and answers herein made and all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that the submittal of incorrect or false information is grounds for invalidation of application completeness determination or approval. I understand that the City might not approve what I am applying for, or might set conditions of approval.</p> <p>X _____ Signed Date</p>	<p>PROPERTY OWNER/AUTHORIZED AGENT:</p> <p>I certify under penalty of perjury that I am the owner of the property that is the subject of this application and that I have read this completed application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating that the agent is authorized to act on his/her behalf.)</p> <p>X _____ Signed Date</p>
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