



Sign Review Application (Not Including Temporary Signs)

I. Type of Sign (check all that apply)

Wall Sign Monument Sign Freestanding Sign Other: _____

II. Submittal Requirements

All items identified below must be included in the application packet. If any items are missing, the application will not be accepted.
ACCEPTANCE OF AN APPLICATION DOES NOT GUARANTEE PROJECT APPROVAL.

- Completed Sign Review Application
- Two (2) copies of Site Plan (refer to Required Information for Exhibits)
- Two (2) copies of Proposed Sign, Sign Copy and Dimensions
- Payment of Filing Fees (contact the Community Development Department for fees due)

CONSENT OF APPLICANT AND PROPERTY OWNER: The consent of the applicant and property owner, if not the applicant, is required for filing an application for a land use development permit within the City of Wasco. The signatures of the applicant and property owner(s) below constitute consent for filing of this application.

INCOMPLETE APPLICATIONS: The completeness of this application, which includes accompanying plans, shall be subject to the review of the Community Development Department. Applications for any of the above listed actions, and other actions as deemed necessary by the Community Development Department, shall be considered incomplete pending a completeness review.

III. General Information

Project Information

Name of Business: _____

Address: _____ Phone Number: _____

APN(s): _____ Business License Number: _____

Zone District: _____ Planned Land Use Designation: _____

Existing Use of Property: _____

Applicant Information

Name of Applicant: _____

Address: _____ Email Address (optional): _____

Phone Number: _____ Fax Number (optional): _____

Signature: _____

Property Owner Information

Name of Property Owner: _____

Address: _____ Email Address (optional): _____

Phone Number: _____ Fax Number (optional): _____

Signature: _____

Signature: _____

For Staff Use Only:

Application No.:	Related Files:
Date Received:	Received By:
Fee Amount:	Receipt No.:



Required Information for Exhibits Site Plans, Elevations, Landscape Plans

All information identified below must be included on the relative exhibit. If items are missing, the application will be considered incomplete. **ADDITIONAL INFORMATION MAY BE REQUIRED, AS DETERMINED BY THE COMMUNITY DEVELOPMENT DEPARTMENT, TO FACILITATE COMPLETE REVIEW OF THE PROPOSAL REQUEST.**

Site Plan (Scale shall be at minimum 1" = 60')

- Vicinity map depicting the subject parcel(s) in relationship to surrounding properties and streets within 300 feet, including existing zoning and uses.
- North arrow.
- All property lines and easements.
- All structures to be removed.
- Setbacks of all buildings relative to property lines and on-site structures.
- Location, ground floor areas, dimensions, and uses of all existing and proposed buildings and structures including decking and similar projections.
- Other specified uses of the property.
- Width, location, and names of all surrounding streets, and alleys including location of centerlines.
- Existing and proposed street and off-site improvements, including sidewalks, driveways and curb cuts.
- Location, configuration and size of all parking areas and spaces including striping, curbing, and wheel stops.
- Parking calculations relating to the required and proposed number of spaces.
- Location of all internal driveways, walkways, outside stairs and landings.
- Location of loading and storage areas, mechanical and utility equipment structures and poles, meters, and transformers.
- Existing and proposed utility connections.
- Proposed dedications and improvements in accordance with applicable improvement standards for the area.
- Location, height, and materials of walls and fences.
- Topography, preliminary grading and drainage, and on-site detention area.
- Location, configuration and type of all natural and water features.
- Existing and proposed signs, including location, size and height.

Elevations (Scale shall be at minimum 1/4" = 1'0")

- Floors plans.
- Building elevations showing height from finished floor and width of all exterior walls labeled by orientation.
- All rooftop equipment, including enclosures or screening (a roof plan may be required).
- Type and treatment of elevations, including trim.
- Location and treatment of stairs, landings, railings, chimneys, decks, and similar projections.
- Enclosure design for trash area, mechanical and utility equipment, meters, transformers, and roof equipment.
- One materials sample board mounted with samples of proposed exterior materials showing type, texture, and color.

Landscape Plans (Scale shall be at minimum 1" = 60')

- All proposed landscape areas.
- Location, type, and dripline of all existing trees noting which are to be trimmed or removed.
- Location, type (both botanical and common name) and size at planting of all plant materials, area and type of top dressing, and mounding.
- Location and type of landscape curbing, planting area separators, raised planters, fencing, walls and screening.
- Location and design of all lighting and street furniture (benches, waste receptacles, etc.) proposed.
- Open space calculations relating to the required and proposed open space.