

CITY OF SAN JUAN CAPISTRANO



Planning Division
 32400 Paseo Adelanto
 San Juan Capistrano, CA 92675
 (949) 443-6331
 www.sanjuancapistrano.org

For City Staff Use Only

Case File #:
SP

Related Case File(s):

Project Manager:

Application received by:

Date Opened:

Amount of Deposit/Fee:

SIGN PERMIT APPLICATION

SIGN INFORMATION

Business Name:

Property Address/Location:

Sign Description (check one):

- | | |
|---|--|
| <input type="checkbox"/> Free-standing monument | <input type="checkbox"/> Temporary subdivision |
| <input type="checkbox"/> Building-mounted, projecting | <input type="checkbox"/> Permanent subdivision |
| <input type="checkbox"/> Building-mounted, flush | <input type="checkbox"/> Major construction |
| <input type="checkbox"/> Window | <input type="checkbox"/> Architectural Banners (commercial centers only) |
| <input type="checkbox"/> Portable Sign Permit | <input type="checkbox"/> Convenience |

Existing Zoning Designation:

Sign Dimensions:

Length:

Width:

Sq. Footage:

Height (from finished grade):

Lighting: Yes No

(If yes, please attach lighting information)

Materials:

Colors:

(Please attach proposed colors)

No. of Signs:

Is proposed sign double-sided? Yes No

PROPERTY OWNER INFORMATION

APPLICANT INFORMATION

Name:

Name:

Mailing Address:

Mailing Address:

City/State/Zip:

City/State/Zip:

Phone:

Phone:

Fax No.:

Fax No.:

E-Mail:

E-Mail:

SIGN COMPANY INFORMATION	ARCHITECT INFORMATION
Name:	Name:
Mailing Address:	Mailing Address:
City/State/Zip:	City/State/Zip:
Phone:	Phone:
Fax No.:	Fax No.:
SUBMISSION REQUIREMENTS	

- Sign Plan
 Building Elevations

- Color & Materials Board ((8.5" x 11")
 Illumination/electrical details

SIGNATURE/ACKNOWLEDGEMENT		
<p>I hereby acknowledge that this application will not be considered complete until I have submitted all required documentation and fees. I hereby certify that all information contained in this application, including all plans and materials required to be submitted by the City, is, to the best of my knowledge, true and correct. I hereby grant the City authority to enter onto the property to conduct site inspections.</p>		
<hr/> Property Owner's Signature	<hr/> Applicant's Signature	
<i>For City Staff Use Only</i>		
Architectural Control No. if applicable):	Subject to Sign Program? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Sign permitted in zone district? Yes <input type="checkbox"/> No <input type="checkbox"/>	Sign location complies with approved site plan? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N.A.	
Sign complies with maximum size limits? Yes <input type="checkbox"/> No <input type="checkbox"/>	Sign complies with color/material standards? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N.A.	
Sign complies with maximum height restrictions? Yes <input type="checkbox"/> No <input type="checkbox"/>	Sign complies with illumination standards? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N.A.	
Project Planner Signature	Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied