



SIGN REVIEW APPLICATION

PLANNING DIVISION
 COMMUNITY DEVELOPMENT DEPARTMENT
 5111 BENITO STREET, P.O. BOX 2308, MONTCLAIR, CA 91763
 (909) 625-9477
 www.cityofmontclair.org

Case No. (if applicable) _____

Type of Application

- | | |
|--|---|
| <input type="checkbox"/> Building-Mounted Major ID Sign (within sign program) (\$80) | <input type="checkbox"/> Sign Face Change-Out (\$80) |
| <input type="checkbox"/> Freestanding Major ID Sign (\$350) | <input type="checkbox"/> Temporary On-Site Subdivision Sign (\$250 plus \$350 clean-up deposit) |
| <input type="checkbox"/> _____ | |

Business Name: _____ Zone Classification: _____

Address: _____ APN(s): _____

Applicant: _____ (_____) _____
 Name (Property owner of record only) Area Code / Phone Number

Address _____ City / Zip Code _____

Contractor: _____ (_____) _____
 Name Area Code / Phone Number

Address _____ City / Zip Code _____

Describe location, length, height and area of sign(s): _____

Describe sign materials: _____

Sign Program No. (if applicable): _____

Submittal Requirements (*maximum size of plans – 11"x17" – requirements checked below may be shown on the same sheet)

- | | |
|---|--|
| <input type="checkbox"/> 3 copies color rendering of sign(s) | <input type="checkbox"/> 3 copies of structural plans
(monument and freestanding signs) |
| <input type="checkbox"/> 3 copies of electrical plans | <input type="checkbox"/> 3 copies of site plan
(monument and freestanding signs) |
| <input type="checkbox"/> 3 copies of dimensioned building or
tenant space elevation illustrating
size of sign and length of building
or tenant space | <input type="checkbox"/> Filing fee \$ _____ |

Signature: _____
 Only property owner or a licensed sign contractor may obtain sign permit.
 (Notarization of signature may be required. If signature is that of the
 owner's representative, please attach proof of authorization.)

Date: _____

Approved by: _____ Date: _____

CONDITIONS OF APPROVAL

1. _____
2. _____
3. _____

CASHIER VALIDATION