



Community Development Department, 919 Palm Street, San Luis Obispo, California 93401. (805) 781-7170

Information on this list must be submitted for your project to be accepted for processing, reviewed and scheduled for hearing. These are the minimum requirements and additional information and plans may be required to evaluate your application following initial review by staff. Applications not containing the necessary information as shown on the checklist will not be accepted for review. Check each box to indicate that you have provided the appropriate information.

Architectural Review (Signs)

Application Fee: \$1,497 Effective: 7-01-16

Applicant City
Completed Planning Application Form: Applications can be obtained from the Community Development Department or by mail, fax, or at www.slocity.org.
Statement: Clearly describe any requested exceptions to the City's Sign Regulations (SLOMC Chapter 15).
Nine sets of plans: Each set of plans must contain: A site plan. At a minimum include: building footprints, dimensioned property lines and all building setbacks; exact location of proposed signs and distance from sign to property lines. Sign proposal. Show dimensions and areas of all signs. Provide dimensions and areas of building walls on which signs are located. Show height from finished grade of all signs. Provide a detailed description of the means of lighting, if any. Give message on each sign. Provide a description of materials and colors for letters and background. Provide a scaled drawing of each sign showing typeface and design details. Provide copy of sign program for commercial projects that have adopted or are proposing sign programs.
Materials sample board Colors and textures of sign materials securely mounted on a maximum 8 1/2" X 14" size illustration or poster board.
Other:

End Note: See Resource list of documents at http://www.slocity.org/communitydevelopment/docsandforms/adcodesdocs.asp

I, the undersigned Applicant/Representative, do verify that all the items necessary for this project and as checked above are included in the attached submittal.

Name (Printed) Signature Date