



# City of Reedley

Community Development Department  
 1733 Ninth Street  
 Reedley, CA 93654  
 (559) 637-4200  
<http://www.reedley.com>

## SIGN PERMIT APPLICATION (\$20 Processing Fee)

**Check all that apply:**

<input type="checkbox"/> Wall Sign	<input type="checkbox"/> Freestanding Sign	<input type="checkbox"/> Drive-Through Menu Board(s)
<input type="checkbox"/> Subdivision Sign	<input type="checkbox"/> Reader Board	<input type="checkbox"/> Canopy Awning Sign
<input type="checkbox"/> Directional Sign	<input type="checkbox"/> Pedestrian Sign	<input type="checkbox"/> Minor Deviation (add \$10)
<input type="checkbox"/> Existing Sign Change of Copy	<input type="checkbox"/> Open Air Sales Sign	<input type="checkbox"/> Other: _____

Name of Business: \_\_\_\_\_

Site Address: \_\_\_\_\_ APN: \_\_\_\_\_

Zoning: \_\_\_\_\_ Master Sign Program or Special Permit Number: \_\_\_\_\_

**Submittal Requirements:**

3 copies of each of the following shall be submitted on 8.5" x 11" size paper:

1. Site plan showing how the property is developed and location of the sign(s) with dimensions.
2. Elevation drawings showing dimensions of the building or sign(s) and location of each sign.
3. Drawing(s) of each sign showing dimensions, proposed content of the sign and the size of the lettering.
4. Drawing(s) showing methods of illumination and attachment.
5. Drawing(s) of engineered footing and foundation details (if applicable).

**Sign Description:** *For sign regulations, refer to Reedley Municipal Code Title 10, Chapter 14, available at reedley.com*

Number of proposed signs: \_\_\_\_\_

Sign 1. Sign Area: _____ sq ft	Occupancy Frontage: _____ ft	Illuminated	Y / N
Sign 2. Sign Area: _____ sq ft	Occupancy Frontage: _____ ft	Illuminated	Y / N
Sign 3. Sign Area: _____ sq ft	Occupancy Frontage: _____ ft	Illuminated	Y / N
Sign 4. Sign Area: _____ sq ft	Occupancy Frontage: _____ ft	Illuminated	Y / N

*(Include occupancy frontage dimension for wall signs)*

**Contact Information:**

Applicant/Representative: \_\_\_\_\_ Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

<b>For Department Use Only</b>		Sign Permit No. _____
Planning Dept. Approval: _____	Date: _____	
Building Permit Required: <input type="checkbox"/> Yes	Plan Check No. _____	<input type="checkbox"/> No