



**CITY OF CHOWCHILLA  
SIGN APPLICATION**

130 South Second St., Civic Center Plaza Chowchilla, CA 93610  
Phone: (559) 665-8615 ♦ Fax: (559) 665-7419

GENERAL INFORMATION	Location of Project (Address)		Assessor's Parcel Number	Zoning
	Name of Business for Sign			
	Applicant Name		Business Phone	Cell Phone
	Applicant Address		City	State Zip
	Applicant's Representative		Business Phone	Cell Phone
	Applicant's Representative's Address		City	State Zip
	Property Owner Name* (Signature Required Below)		Business Phone	Cell Phone
	Property Owner Address		City	State Zip
	<p><b>*Property Owner's Consent</b> – I declare under penalty of perjury that I am the owner of said property or have written authority from property owner to file this application. I certify that all of the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.</p>			
	Signature X			
PROJECT INFORMATION	<b>PROPOSED SIGN INFORMATION</b>			
	<input type="checkbox"/> <b>Temporary</b> <input type="checkbox"/> <b>Permanent</b> Number of signs requested _____    Number of signs existing _____			
	Total sq. ft. of proposed sign _____    Total sq. ft. of existing sign _____    Building Frontage Sq. Ft. _____			
	<b>Type of Sign</b> e.g.: free standing, attached, awning, window	<b>Description of Sign</b>		<b>Illuminated?</b>
		Height _____ Length _____ Sq. Ft. _____ Material(s) of Sign:		<input type="checkbox"/> Yes <input type="checkbox"/> No
		Height _____ Length _____ Sq. Ft. _____ Material(s) of Sign:		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>SUBMITTAL INFORMATION</b>				
<b>Submit with your application 2 copies of Plans showing dimensions of sign, including a Picture/Drawing of location of sign(s), Picture/Drawing of face of sign. SEE ATTACHED REQUIRMENTS</b>				
DEPT	<b>BUILDING PERMIT REQUIRED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No			
	<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b>			
	Community Development Dept.- Building:			Date:
Community Development Dept - Planning:			Date:	

## CITY OF CHOWCHILLA

### SIGNS – SUBMITTAL REQUIREMENTS

#### For Business Identification Signs

1. Completed Sign Permit Application.
2. Drawings – 2 sets of drawings are required.
  - A. Site Plans – All Site Plans must be drawn to accurately show the following:
    1. Location of existing and/or proposed sign
    2. Orientation of the sign (including dimensions)
    3. All Site plans shall be to a reasonable scale
    4. Type of sign structure
    5. Location of boundaries of Caltrans right-of-way for SR 233 (Robertson Blvd.)
    6. Picture/Drawing of the sign face
    7. Location of any and all structure's on the property (distance to the sign)
    8. Location of any and all structures on the adjacent property (distance to the sign)
  - B. Applicant shall be responsible for contacting Caltrans right-of-way division to determine if the proposed sign will encroach on the right-of-way of SR 233 (Robertson Blvd)
  - C. Verification in the form of written correspondence must be received from Caltrans by the Community Development Department issuing the following determinations:
    1. Sign is not encroaching on the SR 233 right-of-way
    2. Sign is encroaching on the SR 233 right-of-way and requires Caltrans permits and approvals prior to the City issuing a building permit.
  - D. Applicant is responsible for providing the Community Development Department with Engineered calculations (licensed structural engineer) that the structure (either existing and/or proposed can accommodate the structural load of the sign.
  - E. Free Standing Signs may not exceed sixty (60) square feet in size to twenty (20) feet in height, unless issued a Conditional Use Permit (CUP).
  - F. All signs that are illuminated (lighted) shall be require an electrical permit from the Building Department.