



Sign Requirements

All permit applications must be submitted through the Building Permit Submittal Portal. [SUBMIT APPLICATION HERE](#)

When completing the Permit Application for a sign, include the total valuation of the project.

- Elevation sheets that were approved in Planning and DRC, with dimensions
- All related structural sheets must be stamped, signed, and dated by engineer of record
- A plot plan showing the distance from 2 unmovable points to reference where the sign is to be located
- Curbs, fire hydrants, light poles, and other structures that allow the distances to be measured from 2 different points