



**City of Newark
 Planning Division
 37101 Newark Boulevard
 Newark, CA 94560**

Sign Application

Permit No. _____
FOR OFFICE USE ONLY

The Planning Division reserves the right to determine whether this application is complete and accurate. Incomplete applications will not be processed and will be returned to the applicant. Additional information may be requested depending on the complexity of the project. The sign application fee is \$25. Multiple signs may be included with a single application for one business.

General Information (to be completed by applicant/property owner):

Name of Business: _____

Address of Business: _____ City: _____ State: ____ Zip: _____

Assessor's Parcel ID# : _____

Applicant: _____ Email Address: _____

Property Owner: _____ Email Address: _____

Owner Address: _____ City: _____ State: ____ Zip: _____

Phone #: _____ or _____

Owner/Owner Representative Authorization: _____ Date: _____

Please select the sign type (check all that may apply):

Ground Sign Pole Sign/Pylon Monument Directional Sign Multi-tenant

Wall Sign Sign Advertising Nonresidential Uses in a Residential District

Sign Identifying a Subdivision (Single Family, Condos or Multifamily Development)

Dimensions: _____ Sign area: _____

Sign will be illuminated: No Yes Digital sign? Yes No

Ground Sign

Is there an existing sign? Yes No

Height:

Height from grade to top of sign: Proposed _____ ft.

Clearance from grade to bottom of sign: Proposed _____ ft.

Setbacks: Front: _____ ft. Side: _____ ft. Corner/Intersection _____ ft. from visibility triangle

Rear: _____ ft. Separation from other Ground (Non-Wall/Building) Sign(s): _____ ft.

Street Frontage _____ ft.

All information shall be illustrated on a Sign Plan which at a minimum includes the following:

- Rendering of Sign(s) in color
- Building Frontage, including dimensions
- Unit location within shopping center
- 3 Copies of sign plan on 11" X 17"

List Existing Ground (Non-Wall/Building) Sign(s) by Type and Sign Area:

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Copy Area Available for Site or Tenant(s):

Total Allowable Copy: _____ sq. ft. Allowable Copy – Existing Copy = _____ sq. ft.

Total Existing Copy Area on Site = _____ sq. ft.

Total Allowable Copy Area Used (Existing Area + Proposed Area) = _____ sq. ft.

Sign Program? YES ___ NO ___

Notes _____
