



CORRIDOR DEVELOPMENT DISTRICT SIGN

Application Requirement Checklist

Application & Supporting Materials

1 APPLICATION FEE

2 CD - ONE (1) DIGITAL COPY CONTAINING ALL APPLICATION MATERIALS REQUIRED FOR SUBMISSION.
Files must be labeled and submitted as PDFs or JPEGs, or other appropriate electronic format.

3 ORIGINAL SIGNED AND NOTARIZED PLANNING AND ZONING COMMISSION APPLICATION FORM - ONE (1) COPY

4 APPLICATION STATEMENT - ONE (1) COPY INCLUDING RESPONSES TO THE FOLLOWING

A Describe the proposed sign(s) or sign plan.

B State how the proposed Corridor Development District sign(s) or sign plan relates to the existing and potential future site elements listed in 153.115(D)(2)(g,h).

5 LEGAL DESCRIPTION AND/OR PROPERTY SURVEY FOR EACH PARCEL INCLUDED - ONE (1) COPY

6 LIST OF PROPERTY OWNERS AND REGISTERED HOMEOWNERS ASSOCIATIONS WITHIN 150 FEET - TWO (2) COPIES THAT INCLUDE

A Parcel number

B Owner name

C Complete address

Plans & Maps

All plans require FIVE (5) small (11 x 17) and FIVE (5) large (22 x 34) to scale copies unless otherwise noted. Plans must be stapled, collated, and folded. Additional copies of plans may be requested prior to the case being placed on a meeting agenda.

1 SCALED COLOR DRAWINGS OF ALL PROPOSED SIGNS WITH MATERIAL SAMPLES

2 SITE PLAN - Show the following

A All proposed signs with size, height (as measured from grade to top of the proposed sign) and location.

B All setbacks for monument/ground signs.

C Boundaries and dimensions of the lot.

D Sizes and locations of existing and proposed structures.

E Types, sizes, and quantities of plants [in accordance with Code Section 153.158(D)].

3 ELEVATION DRAWINGS - Show the following

A All proposed signs with foundation/attachment details required by the Building Code for all wall, window, canopy, and projecting signs.

B All proposed sign details indicating materials, shape, colors, and illumination.