

TOWN OF COUPEVILLE - SIGN APPLICATION

Town file no. _____

Property owner's name _____

Property owner's signature _____

Property Owner's phone and/or email address _____

Business name _____

Business physical address _____

Applicant _____

I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS FORM/APPLICATION IS TRUE, CORRECT AND COMPLETE.

Applicant's Signature _____

DATED: _____

Applicant's mailing address _____

Applicant's email address _____

Applicant's phone number _____

Sign location and placement (specify where the sign(s) will be placed and how it will be placed, i.e. flush mounted, freestanding, projecting, etc.) _____

Sign materials: _____

Is lighting proposed or existing? Yes No If yes, provide illustration of lighting proposed.

For freestanding signs: Sign height (to top of sign face / top of structure): _____

 Sign width (sign face / total structure width): _____

Please submit one copy for staff review. To be accepted for processing the application must include:

A detailed, finished color drawing of the sign, to scale, including the dimensions of the sign(s).

For freestanding signs, attach a site plan showing property lines, all abutting and on-site structures, existing signs and proposed sign location.

For building signs, attach a building elevation plan.

A completed sign worksheet (see attached).

SIGN APPLICATION WORKSHEET

Business name _____ Date _____

Applicant name _____ Phone _____

Site address _____

Step #1: Building façade area: _____ square feet

Note: The area of any one building façade may be used. The measurement is made from the ground to the ridge of the roofline and includes all door and window areas.

Step #2: Area of any façade proposed for new signage: Façade 1 _____ square feet

Note: No façade may have more than 5% of area in signage. Façade 2 _____ square feet

Façade 3 _____ square feet

Façade 4 _____ square feet

Step #3: Total allowable sign area (Step #1 façade area x 0.05) _____ square feet

Step #4: Total existing sign area (all businesses in the building or on the site)

Note: See sign area calculation below.

Total existing sign area: _____ square feet

Step #5: Proposed signs: (sign area calculated per CTC 16.28.060)

Type of sign: _____ Sign area (all faces): _____ square feet

Type of sign: _____ Sign area (all faces): _____ square feet

Type of sign: _____ Sign area (all faces): _____ square feet

Step #6: Total proposed sign area: _____ square feet

Step #7: Combined total of proposed & existing sign area: _____ square feet

Over or Under allowed area by _____ square feet (check one)

16.28.060 Dimensional calculations

A. Sign area measurements. Sign area for all sign types is measured as follows:

1. Background panel or surface. Sign copy mounted, affixed, or painted on a background panel or surface distinctively painted, textured, or constructed as a background for the sign copy is measured as that area contained within the smallest rectangle that will enclose the sign copy and the background.
2. Individual wall-mounted letters or graphics. Sign copy mounted as individual letters or graphics against a wall, fascia, or other vertical surface of a building that has not been painted, textured or otherwise altered to provide a distinctive background for the sign copy is measured as the sum of the smallest rectangle that will enclose all portions of the text and copy.
3. The sign area for signs with multiple faces shall be the cumulative total of all sign faces.
4. For freestanding signs, a structural or architectural framework distinguishable from the sign face and extending past the sign face no farther than twenty percent of the width of the sign face is not be included in the sign area calculation.