



# REVIEW FOR SIGN PERMIT P-11

Development Services

**Planning Division**  
1635 Faraday Avenue  
(760) 602-4610  
www.carlsbadca.gov

PLANNING APPLICATION # \_\_\_\_\_  
REC'D BY \_\_\_\_\_  
DATE \_\_\_\_\_  
SIGN FEE \_\_\_\_\_  
SIGN PROGRAM FEE \_\_\_\_\_  
RECEIPT NO. \_\_\_\_\_

**NOTE: AN APPOINTMENT IS REQUIRED FOR SUBMITTAL. PLEASE CONTACT THE APPOINTMENT SPECIALIST AT (760) 602-2723 TO SCHEDULE AN APPOINTMENT. \*SAME DAY APPOINTMENTS ARE NOT AVAILABLE\***

All plans submitted for sign permits/sign programs shall consist of a minimum of a site plan and sign elevations containing the following information:

1. North arrow and scale.
2. Location of existing buildings or structures, parking areas, and vehicular access points to the property.
3. Location of all existing and proposed signs for the property.
4. Distance to the property line(s) for all proposed freestanding sign(s).
5. Provide an elevation for all proposed sign(s) which specifies the following:
  - A. Dimensions and area for all existing and proposed sign(s).
  - B. Materials the sign(s) will be constructed of.
  - C. Source of Illumination.
  - D. Proposed sign copy.

**APPLICANT MUST SUBMIT THREE (3) SETS OF SIGN/SITE PLANS, A COMPLETED APPLICATION FORM, AND THE APPLICATION FEE.** Average processing time: 2 weeks

Name of Project: \_\_\_\_\_

Address of Project: \_\_\_\_\_

Assessor Parcel Number: \_\_\_\_\_

Related Planning Case Number(S): \_\_\_\_\_

**TYPE OF DEVELOPMENT:**

- |                       |                     |                         |                   |
|-----------------------|---------------------|-------------------------|-------------------|
| (a) Residential       | (d) Hotel/Motel     | (g) Theater             | (j) Produce Stand |
| (b) Commercial        | (e) Service Station | (h) Gov't/Church/School | (k) Nursery       |
| (c) Office/Industrial | (f) Prof. Care      | (i) Public Park         | (l) P-U/OS Zone   |

SIGN PROGRAM AND/OR SPECIFIC PLAN CRITERIA Yes  No   
Specific Plan Number \_\_\_\_\_

VILLAGE REVIEW AREA (*If yes, please complete information on page 3*) Yes  No

SOUTH CARLSBAD COASTAL REVIEW AREA Yes  No

SIGN ORDINANCE: Yes  No  COASTAL ZONE: Yes  No

**EXISTING SIGNS:**

TYPE	NUMBER	SIGN AREA	SIGN HEIGHT
Pole			
Monument			
Wall			
Suspended/Projecting			
Directional			
Canopy			
Freestanding (Project Identity)			

PERMITS ISSUED FOR EXISTING SIGNS: Yes  No  Date \_\_\_\_\_

**PROPOSED PERMANENT SIGNS:**

TYPE	MAXIMUM NUMBER ALLOWED	NUMBER PROPOSED	MAXIMUM SIGN AREA	PROPOSED SIGN AREA	MAXIMUM SIGN HEIGHT	PROPOSED SIGN HEIGHT
Pole**						
Monument**						
Wall						
Suspended/Projecting						
Directional						
Canopy						
Freestanding** (Project Identity)						
Digital Display						

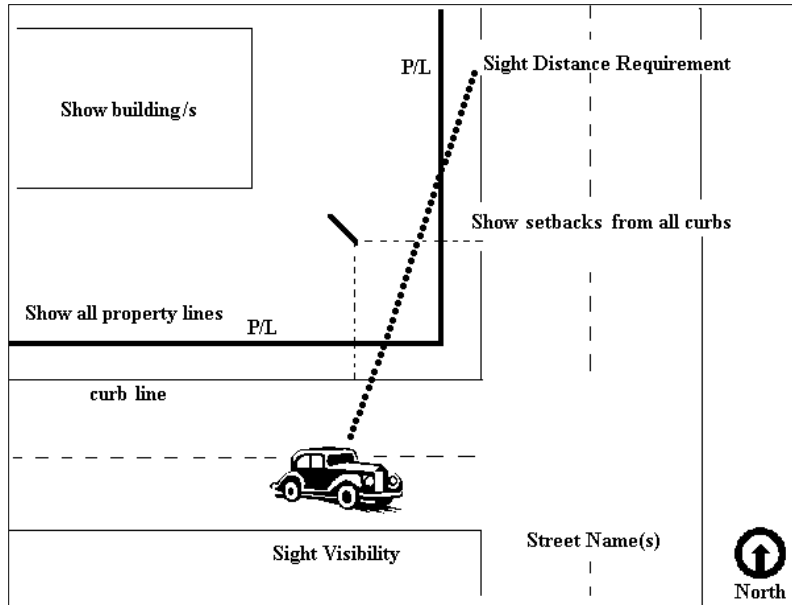
**PROPOSED TEMPORARY SIGNS:**

TYPE	MAXIMUM NUMBER ALLOWED	NUMBER PROPOSED	MAXIMUM SIGN AREA	PROPOSED SIGN AREA	MAXIMUM SIGN HEIGHT	PROPOSED SIGN HEIGHT
Construction**						
For Sale**						
Banner						
Interim						

**\*\*Prior to approval, all proposed pole, monument, and freestanding signs must be reviewed for potential sight distance and visibility issues. Additional information must supplement this application showing how the proposed signage will not encroach into the public right-of-way or present a traffic hazard. Page 3 of 4 illustrates an example for what would be required for such proposed signs.**

**SITE PLAN REQUIREMENT FOR POLE, MONUMENT, AND FREESTANDING SIGN APPLICATIONS**

The following example illustrates the information that is required for all pole, monument, and freestanding sign permit applications. Prior to approval, all such proposed signs must be reviewed for potential issues by the Transportation Department, which **will not allow signs to be approved over the counter**. Additional time will be required for on-site inspection.



**21.41.080 Sign design standards**

**Relationship to Streets:** Signs shall be designed and located so as not to interfere with the unobstructed clear view of the public right-of-way and nearby traffic regulatory signs of any pedestrian, bicyclist or motor vehicle driver.

**Sight Distance:** No sign or sign structure shall be placed or constructed so that it impairs the sight distance requirements at any public or private street intersection or driveway.

**EXISTING SIGN PROGRAMS OR SPECIFIC PLAN SIGN CRITERIA**

- Total Building Square Footage: \_\_\_\_\_ sq. ft.
- Total Building Street Frontage: \_\_\_\_\_ linear ft.
- Total Signage Allowance: \_\_\_\_\_ sq. ft.
- Existing Signage (sq. ft.): \_\_\_\_\_ sq. ft.
- Remaining Sign Allowance at Present: \_\_\_\_\_ sq. ft.
- Proposed Signage (sq. ft.): \_\_\_\_\_ sq. ft.
- Remaining Sign Allowance After Proposed Sign: \_\_\_\_\_ sq. ft.

**VILLAGE REVIEW AREA**

- Total Signable Area: \_\_\_\_\_ sq. ft.
- Total Signable Area Length: \_\_\_\_\_ sq. ft.
- Total Signable Area Height: \_\_\_\_\_ sq. ft.
- Total Projection from Wall Face: \_\_\_\_\_ inches

<b>PROPERTY OWNER</b>	<b>APPLICANT</b>
<b>NAME (PRINT OR TYPE)</b>	<b>NAME (PRINT OR TYPE)</b>
<b>MAILING ADDRESS</b>	<b>MAILING ADDRESS</b>
<b>CITY            STATE    ZIP            TELEPHONE</b>	<b>CITY            STATE    ZIP            TELEPHONE</b>
I CERTIFY THAT I AM THE LEGAL OWNER AND THAT ALL THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.	I CERTIFY THAT I AM THE REPRESENTATIVE OF THE LEGAL OWNER AND THAT ALL THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.
SIGNATURE _____ DATE _____	SIGNATURE _____ DATE _____

**PLANNER CHECK LIST:**

1. Field check by planner.
2. Within maximum length, area.
3. Style consistent with Sign Program and/or Specific Plan criteria, if applicable.
4. Location:        ❖        In right-of-way        ❖        In visibility triangle at corner
5. Pole and monument signs to be checked by Transportation Engineering, for visibility issues.
6. When approved route copy to Data Entry

APPROVED: Planner: \_\_\_\_\_ Date: \_\_\_\_\_