COMMUNITY DEVELOPMENT DEPARTMENT
Code Administration Division
129 North Second Street, 2nd Floor, Yakima, Washington 98901
(509) 575-6126 • Fax (509) 576-6576
codes@yakimawa.gov • www.buildingyakima.com

SIGN PERMIT APPLICATION Permit#_____

($79.44 per sign plus $25.00 WA State surcharge, per permit)

Site Address:_____ **Parcel No.:**_____ **Zoning District:**_____

Project Description:_____

APPLICANT: ☐ **Contractor** ☐ **Property Owner** ☐ **Tenant**
NOTE: If tenant, written permission from owner & proof of tenancy is required

Contact Name:_____
Company Name:_____
Address:_____
City:_____ **State:**_____ **Zip:**_____
Phone Number:_____
Email Address:_____
State Contr. Lic. #:_____ **Expires:**_____

PROPERTY OWNER:

Name:_____
Address:_____
City:_____ **State:**_____ **Zip:**_____
Phone Number:_____
Email Address:_____

SIGN INFORMATION:

1) **Check type of sign(s) being applied for and list number of proposed:**
   ☐ **Wall:** _____ ☐ **Freestanding (pole, monument, etc.):** _____
   ☐ **Roof:** _____ ☐ **Fascia:** _____ ☐ **Off-Premise Sign/Billboard:** _____

2) **Please provide a physical description for the sign(s) (attach separate sheet if necessary):**
   Sign #1)_____ **in height by** _____ **in width for** _____
   Sign #2)_____ **in height by** _____ **in width for** _____
   Sign #3)_____ **in height by** _____ **in width for** _____

3) **Complete this section for <u>WALL SIGNS</u>:**
   - **Projection from the building:**_____ **inches**
   - **Does the wall sign extend above the height or area of the wall?** ☐ **Yes** ☐ **No**

4) **Does the proposed sign project over the right-of-way?** ☐ **Yes** ☐ **No** ******If so, a Right-of-Way Use License is required******

5) **Is the proposed sign a digital sign?** ☐ **Yes** ☐ **No**

6) **Complete this section for <u>FREESTANDING SIGNS</u>:**
   - **Sign area in square feet:**_____
   - **Sign height (above grade):**_____
   - **Length of Street Frontage:**_____
   - **Number of <u>existing</u> freestanding signs on property:**_____

SUBMITTAL REQUIREMENTS - Please provide the following:

☐ **Site plan** of the free-standing sign area (drawn to scale), and including (*not required for wall signs*):
- North arrow
- Site address and parcel number
- Property lines
- Location of any site improvements in the vicinity of the sign (landscaping, parking, driveway, easements, etc.)
- Clear view triangle area (for lots at un-signalized intersections, **<u>and</u>** driveways)

An aerial photo may accompany the scaled site plan to show the general sign location on the property. The scaled site plan portion can be a zoomed in area of the sign location and adjacent improvements.

☐ **Footing detail** (for free-standing sign) ☐ **Attachment detail** (for wall sign) ☐ A fully dimensioned **elevation drawing** of the sign.

Declaration - I hereby certify that (<u>please select one</u>):

☐ I am a **CONTRACTOR** or SPECIALTY CONTRACTOR currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.

☐ I am an **AUTHORIZED AGENT** of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.

☐ I am **EXEMPT** from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.

_____ _____ _____
Signature **Print Name** **Date**