



**CITY OF MERCED
PLANNING DIVISION**
678 W. 18th Street
Merced, CA 95340
(209) 385-6858
FAX: (209) 725-8775

RECEIPT NO.	APP. NUMBER
TOTAL FEE	DATE
CHECK NUMBER	RECEIVED BY

APPLICATION FOR ADMINISTRATIVE CONDITIONAL USE PERMIT FOR SIGNS

Name of Property Owner: _____ Address/Zip Code: _____ Phone: _____

E-mail: _____

Name of Business and Business Owner: _____ Address/Zip Code: _____ Phone: _____

Email: _____

Name of Applicant (If Different from above): _____ Address/Zip Code: _____ Phone: _____

E-mail: _____

Street Address or Location of Property (Be Specific): _____

Assessor's Parcel Number(s): _____

Present Zoning: _____

Legal Description: _____

PROPOSED SIGN(S) INFORMATION REQUIRED

1. A SITE PLAN showing:
 - a. Dimensions of assessor's parcel on which sign is proposed
 - b. Location of buildings on parcel showing setbacks from property lines and the linear feet of building frontage
 - c. Locations and dimensions of proposed signs
 - d. For monument or freestanding signs, setbacks from property lines and location of 40-foot corner vision triangle
 2. DETAILS of PROPOSED SIGN FACE(S) showing:
 - a. Dimensions of sign background (if any)
 - b. Dimensions of letters and logos on signs
 - c. List of construction materials and colors
 - d. Type of lighting to be used
 - e. How sign will be attached to the building (raceway, wire-way, etc.)
 3. ELEVATIONS showing:
 - a. Placement of proposed sign(s) on the building
 - b. For monument and freestanding signs, dimensions of complete sign structure, including base and address information
 - c. For signs on marquees show height of sign above sidewalk
 4. List of all EXISTING and PROPOSED signs to remain on property (see page 2)
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EXISTING SIGN(S) INFORMATION

Please list all existing signs on the same assessor's parcel, including signs on the building(s) and freestanding on the property, which are proposed to remain on the site.

Description of Sign (Including Location)	Square Footage
Total Existing Sign Square Footage:	

PROPOSED SIGN(S) INFORMATION

Please list all new signs proposed on the same assessor's parcel, including signs on the building(s) and freestanding on the property.

Description of Sign (Including Location)	Square Footage
Total Proposed Sign Square Footage:	

***Note:** If the property owner(s) is an LLC or a corporation, we require documentation at the time of submittal that shows the person(s) who is signing the application is authorized to sign for the LLC or corporation.

I, _____, applicant for _____, declare under penalty of perjury that the above answers are true and correct to the best of my knowledge and belief, and I understand that subsequent action to rescind the permit based on this form may be possible if evidence is uncovered to the contrary.

Date: _____ Signature: _____

PROPERTY OWNER'S SIGNATURE
(REQUIRED)

PROPERTY OWNER'S ADDRESS