



City of South Lake Tahoe

"making a positive difference now"

SIGN APPLICATION

Locally Unique Sign Designation

Individual Business

Multi-Business Complex

Business Name: _____

Site Address: _____

Assessor's Parcel Number: _____

Applicant Name: _____ Phone # _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

The applicant will be considered the primary point for correspondence and contact from the City unless requested in writing.

Property Owner Name: _____ Phone # _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

FOR STAFF USE ONLY

Fees: Locally Unique Designation: _____

Date: _____ Received by: _____

Zoning: Plan Area, Community or Area Plan: _____

Special Area or District: _____

Special Use Permit Required? ___ Yes ___ No

Does proposed signage advertise a permissible use? ___ Yes ___ No

FREESTANDING Signage:

Total number of freestanding signs: existing _____ proposed _____

Total sign face area (sq. ft.) of freestanding sign(s): #1 _____ #2 _____

Type of freestanding sign: monument base support posts other, explain _____

Color: Background _____ Copy _____

Background material: Wood Plastic Vinyl other, explain _____

Copy material: Wood Plastic Vinyl other, explain _____

Lighting: Indirect (external light) Diffuse (internal light)
 Other, explain: _____

Landscaping: Existing Proposed Landscape Plan is required.

BUILDING Signage:

Total number of building signs: existing _____ proposed _____

Total sign face area (sq. ft.) of building sign(s): #1 _____ #2 _____ #3 _____ #4 _____

Color: Background _____ Copy _____

Background material: Wood Plastic Vinyl other, explain _____

Copy material: Wood Plastic Vinyl other, explain _____

Lighting: Indirect (external light) Diffuse (internal light)
 Other, explain: _____

The application will be reviewed by the City of South Lake Tahoe Planning Commission. Approval will be based on the following criteria in South Lake Tahoe City Code § 25-23:

- The sign is in good condition. Attach current photos of sign.
- The sign is in compliance with all building and safety code requirements.
- The sign has historically been well maintained.
- The sign advertises a business that is currently in operation and/or products or services currently provided by that business.
- The sign does not degrade the scenic quality of the area.
- The sign does not impede existing, or planned for, vehicle, transit, bicycle, or pedestrian circulation.
- The sign demonstrates a creative and unique design or construction technique. Provide detailed explanation: _____

- The sign is a widely recognizable icon or landmark within the City. Provide detailed explanation: _____

- Other information specific to the proposed signage as requested.

Declaration: I hereby declare under penalty of perjury that this application and all information submitted as part of this application are true and accurate to the best of my knowledge. I am the owner(s) of the subject property or have been authorized to represent this application as the applicant. I understand that should any information or representation be submitted in connection with this application be incorrect or untrue, the City may rescind any approval or take other appropriate action.

Applicant Signature: _____ **Date:** _____
Original Signature Required

Property Owner Signature: _____ **Date:** _____
Original Signature Required

INFORMATION FOR SUBMITTING A COMPLETE SIGN APPLICATION

Each application shall contain the following information. Some applications may require additional information. Consult with staff (542-6020) to determine whether additional materials are required. The application will not be accepted if any required information is not submitted.

- A completed SIGN APPLICATION FORM containing the signatures of property owner (s) and all parties holding a title interest. Application form must have all sign information including formula inputs.
- Color Photographs of sign
- Application FEE.
- Other information specific to the proposed signage requesting *Locally Unique Sign Designation* .