

Sign Permit Application

City of Hood River Engineering Department 1200 18 th Street 211 2 nd Street Hood River, OR 97031	Phone: (541) 386-2383 Inspection Message Line:	Fax: (541) 387-5222 (541) 387-5201
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Permit Fee: **\$123.00** Paid _____ Receipt No. _____ Permit Number _____

SITE INFORMATION

Site Address: _____ Map & Tax Lot No. _____

APPLICANT/ BUSINESS OWNER

Business Name: _____

Type of Business: _____ New: _____ Established: _____

Business Owner: _____ Phone: _____

Business Address: _____

PROPERTY OWNER

Property Owner: _____ Phone: _____

Address: _____

CONTRACTOR TO INSTALL SIGN

Name: _____ Phone: _____

Business Address: _____

Oregon Contractor's Registration No. _____

PROPOSED SIGN DESCRIPTION:

- | | |
|---|---|
| <input type="checkbox"/> * Awning | * Engineering calculations and plans stamped by an engineer licensed in the |
| <input type="checkbox"/> * Free-standing sign | State of Oregon may be required. Please check with the City Building |
| <input type="checkbox"/> * Projecting sign | Department. Call (541) 387-5202. |
| <input type="checkbox"/> * Wall sign (flush-mounted) | |
| <input type="checkbox"/> Sandwich board | |
| <input type="checkbox"/> Temporary sign (not to exceed 90 days) | |
| <input type="checkbox"/> Other _____ | |

Sign will be illuminated: Yes No Illumination will be from spotlights interior
(Note: Electrical connections and supply circuits are to be made by a licensed electrical contractor subject to provisions of the State Electrical Code. Call (541) 386-1306 for more information.)

Sign will be: 1-sided 2-sided

Sign will be: new sign erected an old sign altered an old sign relocated

On additional page(s), applicant must diagram each building face with dimensions showing:

- 1. Proposed signs.**
- 2. All existing signs.**
- 3. Dimensions of signs.**
- 4. Size of attachments, fasteners, poles, footings, spacing, type of building material to which sign is attached.**

Sign installation is to be completed within 180 days of the date permit is issued.

I hereby acknowledge that the information given is correct and that all work will be in conformance with the approved plans, applicable codes, conditions of approval and rules of the City of Hood River. I will call for required inspections.

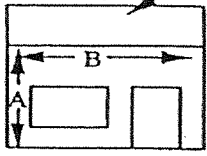
Applicant's signature: _____ Date _____

Property owner's signature: _____ Date _____

The following information must be provided before an application for a sign permit can be considered. A free-standing sign will also require a site plan. Provide diagrams of your business and each business sign, using the following guidelines.

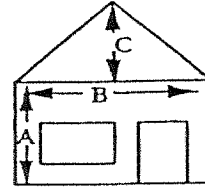
1. Area of Face

[Exclude gable and mansard roofs or false fronts.]



$A \times B = \text{Area of Face}$

[Exclude portions of building occupied by other businesses.]

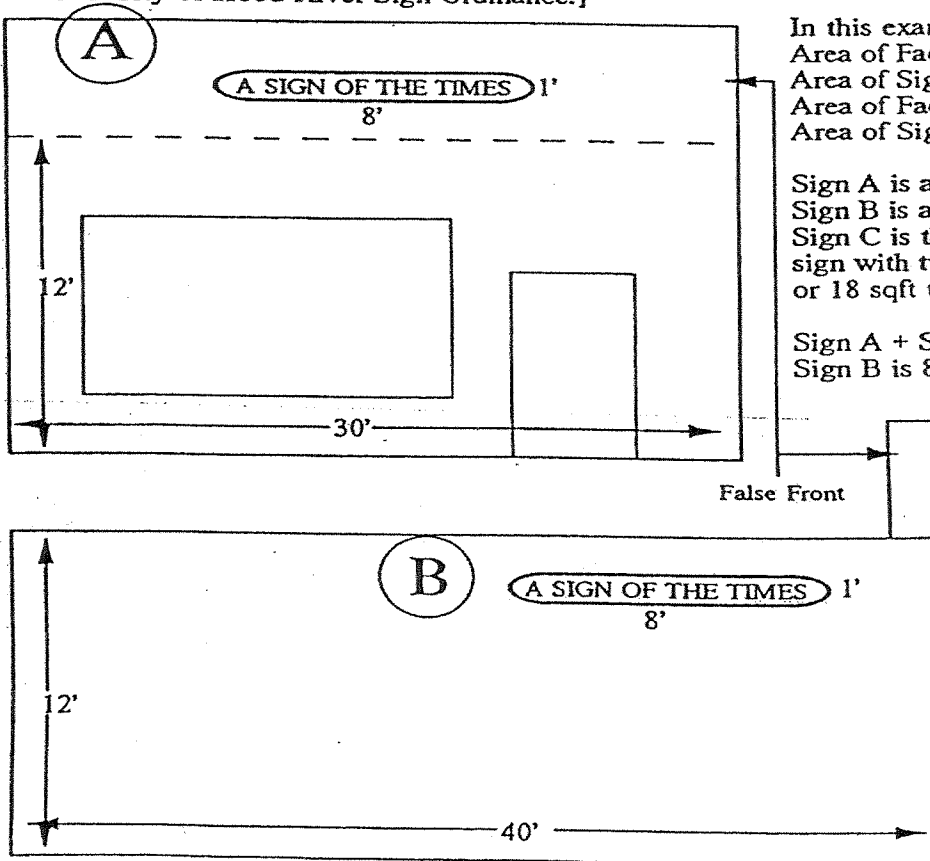


$(A \times B) + (1/2 B \times C) = \text{Area of Face}$

The total area of signs permitted your business by the sign code is 8% of the area of the business face. Area of Face x .08 = Maximum Area of Signs

2. Area of Signs

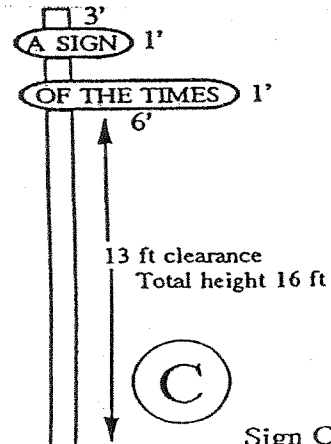
- a) Include diagrams of existing signs you intend to keep as well as the new signs for which you are applying.
- b) Identify a sign diagram existing or new, electric or not, and the type [wall, pole, etc.].
- c) Generally, a business can have 3 signs, no more than 2 on one face and no more than 1 free-standing. [Refer to City of Hood River Sign Ordinance.]



In this example:
 Area of Face for the front = 12 x 30 = 360 sqft
 Area of Signs for primary face = 360 x .08 = 28 sqft
 Area of Face for the side = 12 x 40 = 480 sqft
 Area of Signs for secondary face = 480 x .04 = 19 sqft

Sign A is an existing sign 8 x 1 = 8 sqft
 Sign B is an existing sign 8 x 1 = 8 sqft
 Sign C is the proposed new sign, a double-sided pole sign with two parts 3 x 1 and 6 x 1 totaling 9 sqft/side or 18 sqft total

Sign A + Sign C is 8 + 18 = 26 sqft < 8% of primary
 Sign B is 8 sqft which is < 4% of secondary face



Sign C would be OK.