

HAMILTON COUNTY, OHIO

COMMERCIAL APPLICATION
SIGNS

DEPARTMENT OF BUILDING INSPECTIONS

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PLANNING	ZONE	BOOK	PAGE
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APPLICATION NO.
DO NOT WRITE IN THIS SPACE

USE BALL POINT PEN OR TYPE

1 PROJECT NAME _____ **LOT** _____ **MALL/STRIP CENTER/ OTHER BLDG. NAME** _____
ADDRESS _____ **ZIP CODE** _____ **TOWNSHIP/MUNICIPALITY** _____

2 NAME	STREET ADDRESS	CITY	ST.	ZIP CODE	PHONE NO.
BUILDING OWNER					
TENANT					
CONTRACTOR					
*DESIGNER OF RECORD					
APPLICANT					
APPLICANT'S E-MAIL ADDRESS					FAX NO.

* NOTE: DESIGNER OF RECORD IS REQUIRED FOR ALL SIGNS CHECKED ON LINE 3A INCLUDING ALTERATIONS TO THE SAME.

3 ENTER THE NUMBER OF SIGNS IN THE APPROPRIATE BOX(ES).

A. THESE SIGNS REQUIRE THE SUBMISSION OF PLANS FOR REVIEW. SEE LINE 12 FOR DRAWING AND SURVEY REQUIREMENTS.

GROUND SUPPORTED SIGN(S) ROOF SUPPORTED SIGN(S) PROJECTING SIGN(S)
(SEE EXCEPTION BELOW)

EXCEPTION: DRAWINGS AND SURVEYS ARE NOT REQUIRED FOR GROUND SUPPORTED SIGNS (AND ALTERATIONS TO THE SAME) WHEN THE TOP OF THE STRUCTURE IS 8 FEET OR LESS IN HEIGHT AND THE TOTAL AREA OF THE STRUCTURE IS 32 SQUARE FEET OR LESS.

DOES THIS EXCEPTION APPLY? YES NO HEIGHT: _____ FT. TOTAL AREA: _____ SF

B. WALL MOUNTED - INTERIOR WALL MOUNTED - EXTERIOR FACE CHANGE(S)

4 TYPE OF WORK: NEW ALTERATION (TO EXISTING) REPAIR OTHER _____

5 DESCRIPTION OF WORK: _____

6 IS THE SIGN ELECTRIFIED? YES NO **IS THERE ELECTRICAL WORK?** YES NO **IBI#** _____

7 ESTIMATED COST: \$ _____ **8 EST. START DATE:** _____ **9 EST. COMP. DATE:** _____

10 EXTERIOR WALL SIGN(S):

UPON SIGNING BELOW I HEREBY CERTIFY THAT THE SIGN(S) WILL BE MOUNTED PER THE MANUFACTURER'S PREPRINTED INSTRUCTIONS OR AS MODIFIED AND APPROVED BY THE MANUFACTURER'S ENGINEER PRIOR TO INSTALLATION.

11 INTERIOR WALL (MALL) SIGN(S):

UPON SIGNING BELOW I HEREBY CERTIFY THAT ALL INSTALLED SIGNS COMPLY WITH THE OHIO BUILDING CODE & THE FOLLOWING:

- A. PLASTIC WALL SIGNS DO NOT EXCEED 20% OF THE WALL AREA FACING THE MALL & ARE A MINIMUM OF 18 INCHES FROM ADJACENT TENANTS.
- B. VERTICAL SIGNS ARE NOT MORE THAN 96 INCHES HIGH & 36 INCHES WIDE.
- C. HORIZONTAL SIGNS ARE NOT MORE THAN 36 INCHES HIGH.
- D. THE BOTTOM OF ANY SIGN IS MORE THAN 8 FEET ABOVE THE FLOOR.
- E. THE BACKS AND EDGES OF ANY PLASTIC SIGN ARE ENCASED IN METAL.
- F. SIGN(S) SHALL BE MOUNTED PER THE MANUFACTURER'S PREPRINTED INSTRUCTIONS OR AS MODIFIED AND APPROVED BY THE MANUFACTURER'S ENGINEER PRIOR TO INSTALLATION.

12 GROUND SUPPORTED, ROOF SUPPORTED, AND PROJECTING SIGNS:

ENGINEERED DRAWINGS, PREPARED AND PROPERLY SEALED BY THE DESIGNER OF RECORD, ARE REQUIRED. DRAWINGS SUBMITTED MUST BE DRAWN TO SCALE AND MUST INDICATE ALL DESIGN LOADS, MATERIALS, MEMBER SIZES, SIGN SHAPES, AND ALL SIGN DIMENSIONS TO FACILITATE A PROPER PLAN REVIEW. ALSO REQUIRED IS A SURVEY PROPERLY SEALED BY AN OHIO REGISTERED SURVEYOR INDICATING ALL SIGN LOCATIONS, PROPERTY LINES, EASEMENTS, RIGHTS OF WAY, BUILDINGS, ETC. SEE EXCEPTION FOR GROUND SIGNS ON LINE 3A.

The owner of this structure and undersigned, do hereby covenant and agree to comply with all of the laws of the State of Ohio and the resolutions of the County of Hamilton, pertaining to buildings and structures and to construct the proposed building or structure or make the proposed change or alteration in accordance with the drawings and specifications submitted herewith, and certify that all of the information and statements given on this application, drawings and specifications are to the best of their knowledge true and correct.

NOTE: FILING THIS APPLICATION DOES NOT CONSTITUTE PERMISSION TO BEGIN WORK.

APPLICANT'S PRINTED NAME _____ DATE _____ APPLICANT'S SIGNATURE _____ DATE _____
 DO NOT WRITE BELOW THIS LINE

RECOMMENDS PLAN APPROVAL: _____ **DATE** _____ **CLARIFICATION MEMO** **ITEMS** _____

ZONING APPROVED BY: _____ **DATE** _____

DATE _____ PERMIT _____ TOTAL _____ LESS PRE-PAYMENT _____
 PERMIT ISSUED _____ NUMBER _____ PERMIT FEE _____ AMOUNT DUE _____