

**APPLIES TO COMMERCIAL AND INDUSTRIAL PROJECTS
SUBMITTAL FOR SITE PLAN REVIEW FOR A SIGN**

MMC 13.1001 (C)

Project:

- (1) Name of project.
- (2) Owner's name, address and telephone number noted.
- (3) Installers name, address and telephone number noted.
- (4) Date of plan submittal.
- (5) Scale of drawing noted on plan.
- (6) North arrow shown.
- (7) The type, size and location of all structures with all building dimensions shown including setbacks.
- (8) Indicate heights of building(s).
- (9) Indicate existing and proposed rights-of-way and widths.
- (10) Note location, extent and type of proposed plantings.

- (11) Note location of pedestrian sidewalks and walkways.
- (12) Colored rendition map of what will be done.
- (13) Colored photos of existing site.
- (14) Indicate if the sign will be an illuminated and the hours in which it will be illuminated.

Fourteen (14) complete copies must be submitted with plans not being larger than 11 x 17.

10-10-05