



## **NOTICE OF FILING SIGN PERMIT CHECKLIST**

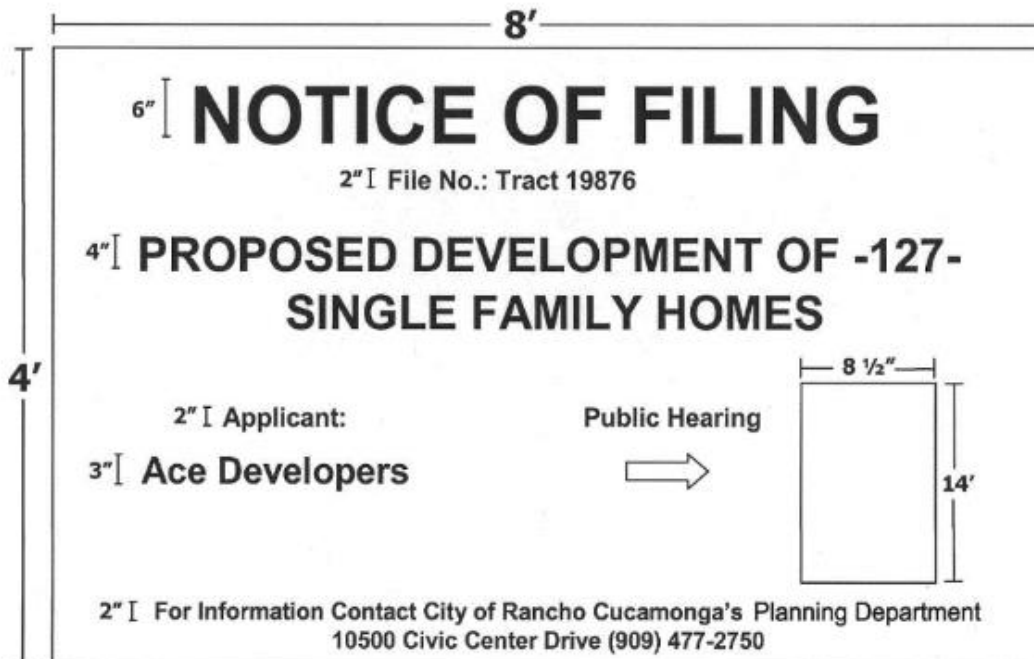
Per Development Code Section 17.14.050(C) large four-foot by eight-foot sign or signs shall be required to be posted at the project site for development related projects in any one of the following circumstances:

- a. The proposed development is a project with a higher intensity land use than that of the existing neighborhood; or
- b. The proposed project requires a general plan land use amendment; or
- c. The proposed project requires an EIR; or
- d. As determined to be necessary and desirable by the planning director based on the nature of the proposed project. For large projects, the planning director may determine if more than one sign is necessary to inform the public of the project.

### **Sign size and specifications**

All large sign(s) shall be four feet by eight feet in size and be constructed to the specifications of Figure 17.14.050-1, below. The specific project information text on the sign shall be provided by the planning department.

FIGURE 17.14.050-1 DESIGN OF LARGE NOTIFICATION SIGN

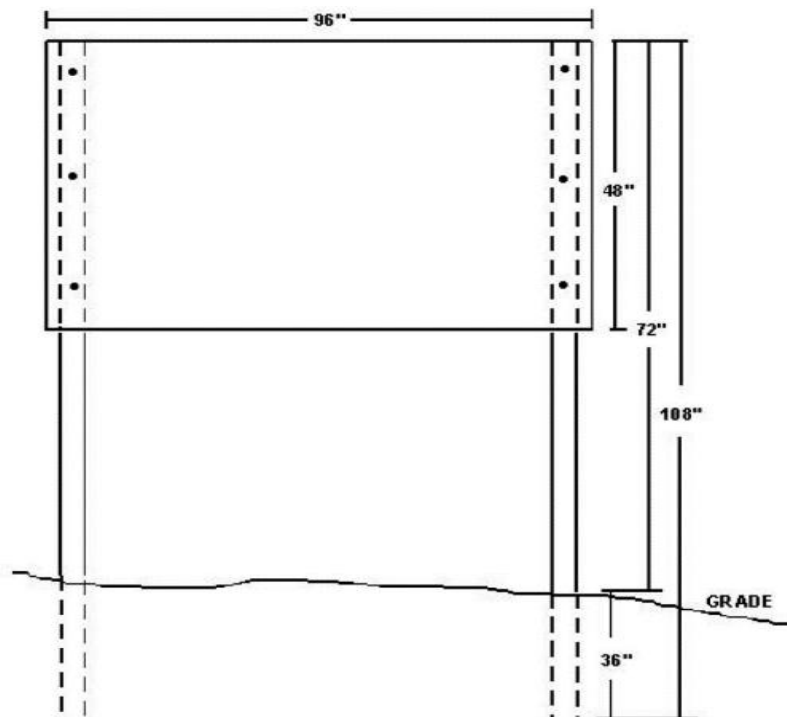




### Location and installation standards

All large sign(s) shall be installed according to the specifications of Figure 17.14.050-2. The large four-foot by eight-foot signs shall be installed and spaced a minimum of 300 lineal feet apart, no more than three feet behind the property line closest to, and parallel to, the street, and clearly visible from the street. The exact spacing, location, and number of sign(s) on the project site shall be determined by the planning director as part of the sign permit.

FIGURE 17.14.050-2 EXAMPLE OF LARGE NOTIFICATION SIGN SPECIFICATIONS



## SECTION 1: Filing Requirements

- ☐ 1. A Notice of Filing Sign Permit through our Online Permit Center at <https://www.cityofrc.us/onlinepermitcenter>.
- ☐ 2. A site plan showing the property lines, nearest cross streets, and the location of the Notice of Filing sign(s) on the property.
- ☐ 3. A rendering of the Notice of Filing sign design.
- ☐ 4. Filing fees (see Section 2) will be assessed after all required documents are uploaded to the online application.

## SECTION 2: Filing Fees

Refer to the current Development Fee Schedule available on the website.

- ☐ Sign Permit ..... See current fee list
- ☐ Notice of Filing Sign Deposit (per sign) ..... See current fee list