



THE CITY OF FIRCREST

115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762

SIGN PERMIT APPLICATION

New Modification

PROJECT ADDRESS

Parcel Number

APPLICANT (sign owner)

Phone

Email address

Address (Street, City, State, Zip)

PROPERTY OWNER

Phone

Email address

Address (Street, City, State, Zip)

CONTRACTOR

Phone

Email address

Address (Street, City, State, Zip)

Contractor License #

Exp Date

UBI#

Will the contact person be: Applicant Contractor Other

If other, please specify (name and phone number):

Is the sign located in a multiple tenant building? Yes No

If yes, each tenant is allowed 2 secondary signs. (The principal sign is shared by the building complex.)

Sign Classification: Entry/Exit/Incidental Identification

Sign Type: Freestanding Wall Mounted (includes awning) Projecting Portable Other

Height:

Sign Area:

Sign area shall be calculated by measuring the area of the smallest rectangle, circle, triangle or parallelogram that can be drawn around all parts of the sign

Is sign to be lit?

Yes No

- *If yes, please provide documentation that certifies compliance with FMC 22.26.011, Illumination standards.*
- *Installer must obtain an electrical permit & inspection from Tacoma Power, 253-502-8277.*

Are there existing signs on the premise? Yes No

If yes, please attach documentation/pictures describing number, type, size, and location.

See [FMC 22.26](#) for sign regulations or call 253-238-4125

I hereby certify that the information provided is correct and that the construction on the above-described property, the occupancy, and use will be in accordance with the laws, rules, and regulations of the state of Washington and the Fircrest Municipal Code.


Applicant Signature: _____ Date: _____

Sign Owner Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____

A Fircrest Business License is required for all contractors doing business in the City of Fircrest

Submittal Requirements:

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- Two copies of a scaled site plan showing the location of the affected lot, building(s) and sign(s)
- Two copies of a scaled drawing of the proposed sign or sign revision showing dimensions, area, height, structural footing details, method of attachment, type of illumination, and other construction details
- Two copies of supporting documentation including material specifications, calculation for dead load and wind pressure, photographs of site and building marked to show where sign is proposed, and any other information required by the director to ensure compliance with applicable code requirements
- Written consent of the sign owner and the owner of the building, structure or property where the sign is to be erected
- A nonrefundable filing fee (\$90.00 per sign) in accordance with the planning services fee schedule established by Council resolution
- Documentation demonstrating that the sign installer has a valid Washington State Contractor's License when a sign requires a building permit, unless the sign is being installed by the owner of the sign

See [FMC 22.26](#) for sign regulations or call 253-238-4125