

 <p><b>THE CITY OF FIRCREST</b>  <small>115 RAMSDELL STREET • FIRCREST, WASHINGTON 98466-6999 • (253) 564-8901 • FAX (253) 566-0762</small></p>	<p><b>SIGN PERMIT APPLICATION</b></p> <p><input type="checkbox"/> New   <input type="checkbox"/> Modification</p>
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<b>PROJECT ADDRESS</b>	Parcel Number
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**PROJECT VALUATION:**

APPLICANT (sign owner)	Phone	Email address
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Address (Street, City, State, Zip)

PROPERTY OWNER	Phone	Email address
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Address (Street, City, State, Zip)

CONTRACTOR	Phone	Email address
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Address (Street, City, State, Zip)

Contractor License #	Exp Date	UBI#
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Has a Current Fircrest Business License (REQUIRED)

Please indicate number and type of sign(s):

— Accessory signs — Awning, canopy & marquee — Changeable copy signs	— Digital signs — Freestanding signs — Projecting signs	— Service island signs — Under-canopy signs — Wall signs	— Window signs — Other:
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Sign Group:    1 Nonresidential/Noncommercial    2 Residential    3 Commercial

**Application will not be accepted without Submittal Requirements (see back page)**

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: \_\_\_\_\_

## Submittal Requirements:

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- Two copies of a scaled site plan showing the location of the affected lot, building(s), sign(s), length of the street frontage, and length of the building façade(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
  - *If illuminated, please provide verification of automatic shut-off timers, as required by FMC 22.26.012(d).*
- 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
- The application fee in accordance with the planning and building fee schedule. Freestanding Signs: \$250 plus \$250 Deposit; All other signs: \$100
- 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**

Type	Area <i>Square footage</i>	Background <i>Dark/light</i>	Illumination <i>No/internal/external</i>	Façade length <sup>1</sup> or Street frontage <sup>2</sup>
#1				
#2				
#3				
#4				

<sup>1</sup>For wall, window, awning, canopy, marque, under-canopy, etc.

<sup>2</sup>For Monument signs