

**MAYFIELD VILLAGE
COMMERCIAL SIGN APPLICATION**

**Mayfield Village Building Department
6622 Wilson Mills Rd, Mayfield Village, Ohio 44143
Phone 440-461-2213 Fax 440-442-5077 Office Hours 8:00 A.M. - 4:00 P.M.**

APPLICATION DATE _____ PERMIT NUMBER _____

ARCHITECTURAL REVIEW BOARD FEE \$ 15.00\$ _____
 STATE 3% FEE \$ _____
 TOTAL \$ _____ PAID DATE _____

BUILDING PERMIT FEE EACH FACE \$ 25.00\$ _____
 STATE 3% FEE \$ _____
 TOTAL \$ _____ PAID DATE _____

LOCATION _____
 OWNER _____ PHONE _____
 OCCUPANT _____ PHONE _____
 CONTRACTOR _____ PHONE _____
 TYPE _____
 PERMANENT _____ TEMPORARY _____ FROM _____ TO _____
 WALL SIGN _____ FREE STANDING _____ OTHER _____

OVERALL HEIGHT OF SIGN _____ LENGTH OF BUILDING FRONT WALL _____
 SIGN FACE ONLY DIMENSIONS VERTICAL _____ HORIZONTAL _____
 SQUARE FEET (EACH FACE) _____ TOTAL SQ.FT. _____
 EXISTING SIGNS (SQ.FT.) WALL _____ GROUND _____
 PROPOSED SIGNS (SQ.FT.) WALL _____ GROUND _____

TOTAL SQUARE FOOTAGE OF COMBINED EXISTING AND PROPOSED SIGNS _____

FRONT SET BACK FROM RIGHT OF WAY _____
 SIDE SET BACK FROM PROPERTY LINE _____
 SIGN MATERIALS _____
 COLORS BACKGROUND _____ LETTERS _____ LOGO _____
 ILLUMINATION _____ COST OF SIGN (INCLUDING INSTALLATION) \$ _____

SIGNATURE OF APPLICANT _____

PLAN REQUIREMENTS

SUBMIT DESCRIPTION AND PICTURES OF EXISTING. SIX SETS OF PLANS FOR PROPOSED PERMANENT SIGN INCLUDING CONSTRUCTION DETAILS DRAWN AT SCALE OF 1/4" = 1' WITH ONE COLORED RENDERING.

GENERAL NOTES

THE BOARD MEETS THE SECOND AND FOURTH THURSDAY; DRAWINGS TO BE SUBMITTED ONE WEEK IN ADVANCE. MEETINGS HELD IN THE BACK ROOM OF THE COMMUNITY ROOM AT 6621 WILSON MILLS RD. AT 7:30 P.M. *CONTRACTOR AND/OR PROPERTY OWNER TO BE PRESENT.*



MAYFIELD VILLAGE ARCHITECTURAL BOARD _____ DATE _____

 APPROVED APPROVED AS NOTED NOT
 APPROVED
