



SIGN DESIGN REVIEW APPLICATION
CITY OF RICHMOND HILL-PLANNING & ZONING
912-756-3641 planning@richmondhill-ga.gov

FEE \$ \_\_\_\_\_

APPLICANT: \_\_\_\_\_ CONTACT NAME: \_\_\_\_\_
PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_
PROJECT NAME: \_\_\_\_\_ LOCATION: \_\_\_\_\_
BUILDING SQ. FT: \_\_\_\_\_ TENANT FRONTAGE LIN. FT: \_\_\_\_\_ SIZE OF SIGN: \_\_\_\_\_ SQ.FT.
SIGN CO: \_\_\_\_\_ PH: \_\_\_\_\_ EMAIL: \_\_\_\_\_

IS SIGN LOCATED WITHIN A PUD? [ ]YES [ ]NO PUD NAME: \_\_\_\_\_

\*IF LOCATED WITHIN A PUD, ATTACH LETTER OF APPROVAL FROM PUD ADMINISTRATOR \_\_\_\_\_ INITIAL [ ]NA

TYPE OF PERMIT:

- [ ]RESIDENTIAL [ ]COMMERCIAL [ ]MASTER SIGN PLAN [ ]FREESTANDING SIGN
[ ]BUILDING SIGN [ ]OTHER

PROPERTY FRONTS ON HOW MANY DEDICATED NON-RESIDENTIAL STREETS: [ ]ONE [ ]TWO [ ]THREE

TYPE OF SIGN(S): [ ]ILLUMINATED [ ]NON-ILLUMINATED

TYPE OF BUILDING/DEVELOPMENT:

- [ ]PLANNED CENTER BUILDING LESS THAN 50,000 SQ.FT.
[ ]PLANNED CENTER BUILDING 50,000 SQ. FT. OR MORE
[ ]SINGLE OCCUPANT BUILDING LESS THAN 50,000 SQ.FT.
[ ]SINGLE OCCUPANT BUILDING 50,000 SQ. FT. OR MORE
[ ]PROJECT ENTRANCE SIGN

The following must be submitted with this application: Full color sign rendering, site plan showing exact sign location, sign structure material, sign face material & sign dimensions. See UDO Article 16 for all sign requirements.

\*See UDO Section 16.12 Additional Regulations for Overlay Districts/See PUD documents for PUD Regulations
This permit must be renewed if work or construction authorized is not commenced within six (6) months or if construction is suspended or abandoned for a period of one (1) year at any time after work is commenced.

APPROVED SIGNS ALSO REQUIRE A PERMIT FROM THE INSPECTIONS DEPT \_\_\_\_\_ Initial to Acknowledge
EMAIL PERMITTING@RICHMONDHILL-GA.GOV TO OBTAIN FURTHER INFO

OWNER/APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FORD OVERLAY [ ]YES [ ]NO GATEWAY OVERLAY [ ]YES [ ]NO PUD APPROVAL [ ]YES [ ]NO

APPROVED BY: \_\_\_\_\_ APPROVAL DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_