



**CITY OF COMMERCE
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION**

SIGN PERMIT APPLICATION
PERMIT NO(S). _____

APPLICATION FEE _____

A sign permit shall be required prior to the placing, erecting, moving, reconstructing, altering, or displaying of any sign or advertising display in the City. Signs have a strong impact on the character and quality of the City. As a prominent part of the scenery, they attract or repel the public and affect the safety of motorists. Their size, placement and appearance help set the tone of the neighborhood and the City in general. Please review our Sign Standards and Building & Safety Permit Requirements, available online.

Please be informed that Building & Safety **only** issues permits between 8:00 am and 12:00 noon. If you do not have a current business license with the City, you will be required to obtain one prior to the issuance of a permit. Please note that application, permit and business license fees are paid separately. If you pay by check, be sure to bring more than one check. **ALSO, (2) SETS OF PLANS MUST BE SUBMITTED ON 24" X 36" PAPER AND (1) SET ON 8 1/2" X 11" PAPER.**

NOTE: The Sign Permit application is also available at the following website address:
<http://www.ci.commerce.ca.us/newpages/planningformsapplications.asp>

If you have any additional questions, please contact the following offices:

Building & Safety – (323) 722-4805, ext. 2290 or 2294
Business License – (323) 722-4805, ext. 2325 or 2327
Planning Division – (323) 722-4805, ext. 2811, 2346, or 2349

APPLICANT INFORMATION:

JOB ADDRESS: _____

Property owner/Authorized agent: _____

Mailing Address: _____

Phone No. _____ **Work No.** _____

SIGN INFORMATION:

1. How many signs are being applied for? _____

2. Size (sq. ft.) and dimensions (ft.) of proposed sign(s): _____

3. Type of sign(s) being proposed:

- Channel Letter Sign
- Wall Sign
- Painted Wall Sign
- Pole Sign
- Two-sided Sign
- Projecting Sign
- Window Sign
- Other: _____

4. Provide a detailed description of proposed sign(s): (i.e. – is the sign illuminated, a box/cabinet, individual letters, foam, neon, awning, halo, pole/pylon, monument, etc.)

5. Proposed sign(s) will read: _____

6. Is the property a multiple tenant site? Yes No
If yes, is there a Sign Program? Yes No **(Please provide a copy of program.)**

7. If you do not have a Sign Program, and it is a multiple tenant site, **you must show all existing signage, including dimensions, along with the proposed new signage, on the site plan.** Signage area is determined by the linear frontage of the building, and the area is divided among the tenants that occupy the building.

8. Are there any signs existing on the building or property? Yes No If yes, please explain, **and show on the site plan**, the location, size(s) and text: _____

9. Business frontage width: _____ Property frontage width: _____ No. of floors of bldg.: _____
NOTE: The “frontage” of a building is the portion of a structure facing a public street AND from which the building address is taken.

CERTIFICATE AND AFFIDAVIT OF APPLICANT: I/We certify that all statements made on this application are true and complete to the best of my knowledge. I/We understand that any false statements may result in denial of the requested permit or revocation of any issued permit. I/We further certify that I am, or have permission by the property owner to conduct the proposed development applied for herein.

Signature of Applicant

Date

FOR OFFICE USE ONLY

Linear Frontage of Building: _____ X 3 = *Total signage area allowed*

Total Signage area allowed: _____

Total Signage area existing: _____

Total Signage area proposed: _____

Total Signage area used
(Existing and Proposed): _____

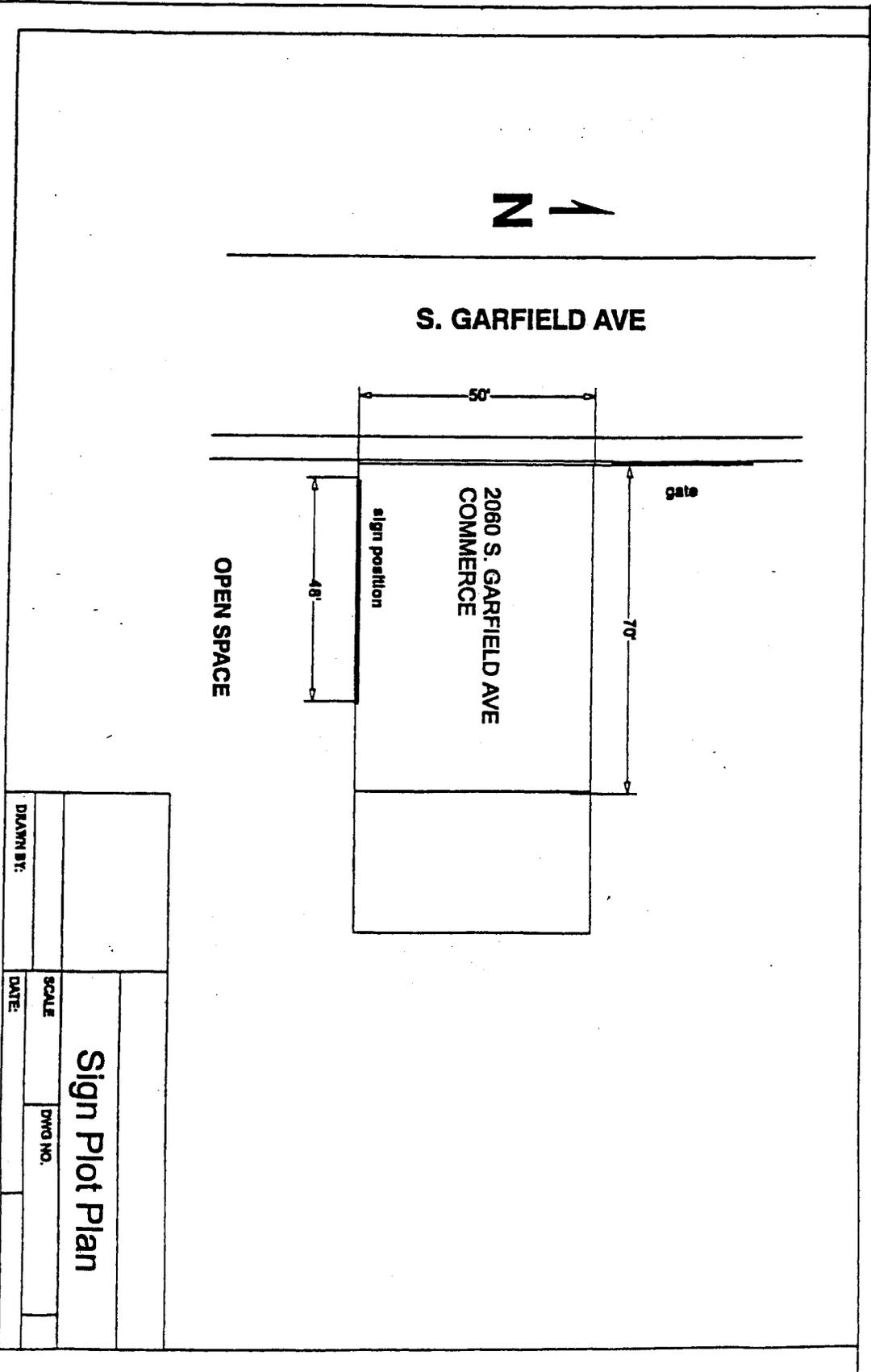
Total Signage area remaining: _____

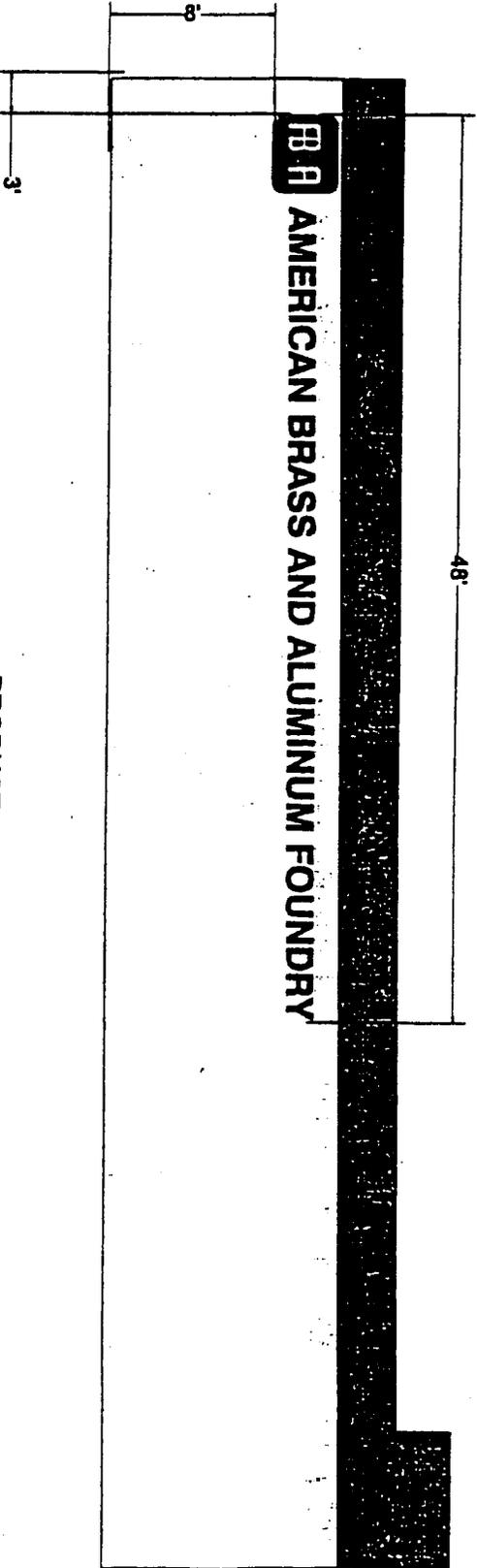
Date Submitted: _____ Reviewed and Approved by: _____

Filing Fee: _____ Receipt No.: _____

NOTES/COMMENTS:

EXAMPLE OF SIGN PLANS



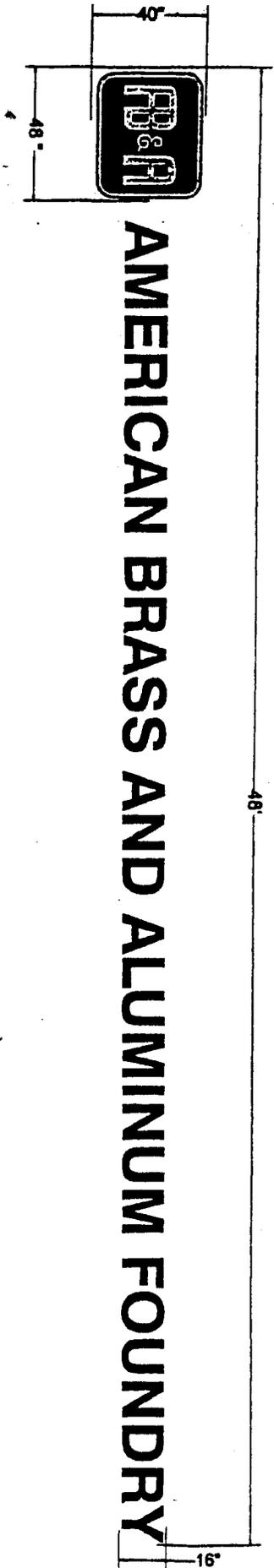


PRODUCT
3-D ACRYLIC ON FOAM LOGO AND LETTER SIGN

PROJECT FOR:
AMERICAN BRASS AND ALUMINUM FOUNDRY
2060 S. GARFIELD AVE., COMMERCE, CA
TEL:

| | | | |
|-----------------------|--|----------------|--|
| | | Sign Elevation | |
| | | | |
| DRAWN BY: AUSTIN DONG | | DATE: | |

AMERICAN BRASS AND ALUMINUM FOUNDRY



Logo Detail Appearance

- 3-D Dimensional Sign
- Logo size: 40" x 48"
- Letter size: 16" height each letter
- Logo Material: 3 mil vinyl, 1/8" acrylic and 2" Foam
- Lettering Material: 1/8" acrylic and 2" Foam
- Lettering Color: Blue surface and blue painted side
- Logo Color: Silver outline with blue back-ground

3-D Foam Base Sign

| | | | |
|-------|--|---------|--|
| SCALE | | DWG NO. | |
| DATE: | | | |

CITY OF COMMERCE
 COMMUNITY DEVELOPMENT DEPARTMENT
FEE SCHEDULE

(RESOLUTION NO. 09-4)
 (EFFECTIVE 02-03-09)

| | |
|--|---|
| General Plan Amendment | \$1,000 |
| Zone Change | \$1,000 |
| Zoning Ordinance Amendment | \$1,000 |
| Zoning Clearance Fee | \$100 |
| SUBDIVISIONS | |
| Parcel Map (4 or less lots) | \$2,000 |
| Tract Map (5 or more lots) | \$2,000 |
| Lot Line Adjustment | \$750-Commercial \$500-Residential |
| Lot Combination | \$0 |
| SITE PLAN REVIEW | |
| Non-residential | \$750 |
| Residential | \$250 |
| CONDITIONAL USE PERMIT | |
| ABC and Temporary Trailer | \$1000 |
| CONDITIONAL USE PERMIT MODIFICATION | |
| | \$1000 |
| VARIANCE | |
| Non-residential | \$1000 |
| Residential | \$500 |
| Additional Variances | \$100 |
| MODIFICATION OF STANDARDS | |
| Non-residential | \$250 |
| Residential | \$150 |
| HOME OCCUPATION PERMIT | |
| | \$100 |
| SIGN PERMIT FEE | |
| | \$25-Temporary Sign \$50-Sign Permit |
| TEMPORARY USE PERMIT | |
| | \$75 |
| SPECIAL USE PERMIT | |
| | \$75 |
| TIME EXTENSIONS | |
| | \$200 |
| APPEALS OF PLANNING COMMISSION DECISION | |
| Non-residential | Cost of Application |
| Residential | Cost of Application |
| STREET OR ALLEY VACATION | |
| | \$1000 |
| RELOCATION OF STRUCTURE | |
| | \$500 |
| ENVIRONMENTAL REVIEW | |
| EIR Review | If Services Agreement is required, Consultant's Cost Plus 20%. If not, |

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FEE SCHEDULE

| | |
|-----------------------------------|--|
| | \$750 |
| Categorical Exemption | \$250 |
| Negative Declaration | If Services Agreement is required, Consultant's Cost Plus 20%. If not, \$500 |
| Mitigated Negative Declaration | If Services Agreement is required, Consultant's Cost Plus 20%. If not, \$500 |
| ZONING VERIFICATION LETTER | \$100 (per parcel) |
| ZONING MAPS (Small) | \$5 |
| ZONING MAPS (Large) | \$25 |

EFFECTIVE 02-03-09
 NOTICE OF DETERMINATION (DFG-DEPARMENT OF FISH AND GAME)
 (STATE MANDATE)

| | |
|--|--------|
| ENVIRONMENTAL IMPACT REPORT (prepared) | \$850 |
| (Document Handling Fee) | \$25 |
| Negative Declaration (prepared) | \$1250 |
| (Document Handling Fee) | \$25 |