



CITY OF RIDGECREST – PLANNING DEPARTMENT
100 West California Avenue
Ridgecrest, CA 93555-4054 (760) 499-5063

**ADVERTISING SIGN
APPLICATION FOR PLANNING REVIEW**
(APPROVAL REQUIRED PRIOR TO APPLYING FOR BUILDING PERMIT)

Date: _____
Quantity of Signs Proposed: _____
Types of Proposed Signs: Wall _____ Pole _____ Monument _____ Other _____
Business Name _____
Site Address _____
Contact Person(s) _____
Phone # _____ Email: _____

REQUIRED SUBMISSION ITEMS

1. A scaled drawing of sign showing size, height, colors and materials.
2. Photo(s) showing location of existing and proposed signing on the building.
3. A plot plan showing location in relation to structures is required for all signs.
4. A letter of intent describing project.

ALL SUBMITTAL ITEMS MUST BE INCLUDED AND ALL AREAS OF THE APPLICATION MUST BE COMPLETE.

*****APPLICATIONS WILL BE RETURNED TO APPLICANT IF DEEMED INCOMPLETE*****

PROCEDURE:

- **PLANNING APPROVAL:** Planning will review this application against the Municipal Code Section 106-402 Signs. You will be notified within 14 days if your sign conforms to the Code.
- **BUILDING PERMITS:** After Planning Approval you must apply for a Building Permit. Depending on your type of sign, the plan check process may take 8 weeks.

I have reviewed this procedure and agree not to install the sign without the proper approvals and permits.

Applicant Signature _____

For questions regarding this application, call the City's Planning Department at (760) 499-5071 or (760) 499-5063

Standard Sign Application	\$ _____
Conditional Use Permit for a Sign (if necessary)	\$ _____
Categorical Exemption (if necessary)	\$ _____

Cash or check only. Please make check payable to "City of Ridgecrest".

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SIGN APPLICATION

APPLICANT

Name of Business _____

Address _____ Phone No _____

Name of Applicant _____ Email _____

Address _____ Phone No _____

CONTRACTOR

Name of Sign Company _____

Address _____ Phone No. _____

Contractor's License No. _____ City Business License _____

LOCATION

Multiple Tenant Building? _____ Yes _____ No

Number of Tenants _____ Number of Existing Signs _____ Total sq. footage
of existing signs _____

*Linear foot measurement of building frontage on nearest street _____
(*For corner lots calculate longest building frontage)

DESIGN OF SIGNS

Aggregate sq. ft. of proposed sign (both sides) _____

Materials _____

Colors _____ Type of Lighting _____

Location and Method of Mounting _____

Height of proposed freestanding sign _____ Valuation of Sign(s) \$ _____

APPLICANT'S PRINTED NAME

APPLICANT'S SIGNATURE

DEPARTMENTAL USE

Date Application Received: _____ Recv'd By: _____

Land Use Zone: _____ Sign Application#: _____

Application Complete: _____

Comments: _____

Total Submitted: \$ _____ Check#: _____ Cash: _____

TYPE OF SIGN (check one)

_____ Trade Construction

_____ Permanent-Main Sign

_____ Temporary Sign

APPROVAL

_____ APPROVED

_____ DISAPPROVED for one or more of the following reasons;

_____ Oversize

_____ Location

_____ Colors

_____ Graphics

_____ Not allowed due to sign program specifications

_____ Other

If the sign is in violation or has been disapproved and is already erected, **REMOVE** within **FIVE (5) DAYS**.

Conditions of Influence _____

Ridgecrest Municipal Code 106-405. - (Sign) General Regulations

**TABLE I
Regulations Regarding Permitted Aggregate Sign Area, Maximum Height, and Minimum Setback**

Zone	Monument***	Pole Signs**	Wall, Roof & Window Signs	Min. setbacks except wall, projecting, and monument signs***	Aggregate Sign Area Total for All Permanent Signs [square feet]
	Maximum Height				
Single-Family Residential	N/A	N/A	N/A	N/A	N/A
Uses such as Conditional Use Permits					$(.33) \times \text{length of street frontage}$
Multi-Family	5'	N/A	20'	None	$*(.33) \times \text{length of street frontage}$
Neighborhood Commercial	5'	20	30	5'	$(1.5) \times \text{length of building frontage}$
Professional Office	5'	20'**	30'****	5'	$(1.5) \times \text{length of building frontage}$
General Commercial, Recreation, Schools, & Public Use	5'	20'**	60'	5'	$(2.0) \times \text{length of building frontage}$
Service Commercial	6'**	20'	60'	5'	$(2.0) \times \text{length of building frontage}$
Light Industrial	8'	20'	40'	5'	$(2.0) \times \text{length of building frontage}$
Heavy Industrial	8'**	20'	40'	5'	$(2.0) \times \text{length of building frontage}$

* The Planning Commission may by Use Permit allow an increase in maximum aggregate area for conditional uses in this district and for lots wider than 60 feet.

** Plus one additional foot for every five feet of additional setback from the front and corner side yard but not exceeding 25 feet.

*** Not over three feet six inches in cross-visibility area.

**** The Planning Commission may by Use Permit allow maximum height to vary depending on building height.

The Planning Commission may by Use permit allow an increase in maximum aggregate area for lots with less than 100 feet of allowable sign frontage.