



CITY OF BLAINE

COMMUNITY DEVELOPMENT SERVICES

435 MARTIN STREET, SUITE 3000 • BLAINE, WA • 98230

PHONE: (360) 332-8311 • FAX: (360) 543-9978

www.cityofblaine.com

Sign Permit Application

FEE - \$50.00

(For up to 3 signs; \$25.00 each additional)

Due Upon Submittal

FOR OFFICE USE ONLY

Plan Check

Permit Fee \$ _____

Hot Key 023

Receipt # _____

STAMP IN DATE

Signs in the Central Business District must be consistent with the design standards for downtown (BMC 17.122.220.)

APPLICANT INFORMATION

Project Name/Business Name:		Valuation:
Site Address:		Tax Parcel Number:
Contact Person:		Firm or Company Name:
Address:		Telephone #:
City:	State /Zip:	E-Mail Address:
Contractor:		Telephone #:
Address:		City / State / Zip:
State Contractor's License #	Expiration Date:	UBI#
Current City of Blaine Business License?: ☐ Yes or ☐ No		
Property Owner:		Telephone #:
Address:		City:
State /Zip:	E-Mail Address:	

IN ADDITION TO THIS APPLICATION YOU WILL NEED TO SUBMIT THE FOLLOWING:

3 Sets Of Plans Including:

- Information on the site plan specifically showing: Property lines, streets, buildings, existing and proposed signs
- Sign elevations with area calculations and dimensions (draw a box around each sign and provide the dimensions)
- Building elevations with dimensions and frontage (width of building facing a public street)
- Support structure and method of illumination
- Colored copy of sign design

Central Business District sign applications must indicate how they comply with the downtown design standards established in Municipal Code 17.122.200.

- List each design element and the number of associated appoints to meet the downtown design standard 5-point system
- Window signs in the downtown area that require a permit must meet the downtown design standard 3-point system

A separate building permit application is required for any of the following, as determined by the Building Official:

- Permanent signs supported by the building or structure that are larger than 32 square feet
- Illuminated sign
- Signs that project more than three (3) feet from the building or structure face.
- Permanent pole or ground signs that are less than seven feet to the top edge of the sign.
- When in the opinion of the Building Official a structural review is required.

A building permit application may require engineered drawings stamped by a Washington State Licensed Engineer. Please note that separate fees are required for building permit applications. When the specialized nature of a sign requires additional inspection(s), fees will be charged to applicant according to the Unified Fee Schedule.

LIST ALL PROPOSED SIGNS (TYPE & SIZE IN SQUARE FEET)

(Types include Wall, Window, Monument, Freestanding, Awning, Projecting, A-frame)

Sign 1)	Sign 4)
Sign 2)	Sign 5)
Sign 3)	Sign 6)

LIST ANY EXISTING SIGNS THAT WILL BE RETAINED (TYPE & SIZE)

Sign 1)	Sign 4)
Sign 2)	Sign 5)
Sign 3)	Sign 6)

Total Final Area of Signage: _____

ACKNOWLEDGEMENT

By signing the application form, the applicant/owner attests that the information provided herein is true and correct to the best of their knowledge. Any material falsehood or any omission of a material fact made by the applicant/owner with respect to this application may result in an issued permit being null and void.

I, the applicant/owner, certify that this application is being made with the full knowledge and consent of all owners of the property in question. I also agree to provide access and right of entry to City of Blaine and its employees, representatives or agents for the sole purpose of application review and any required later inspections. This right of entry shall expire when the City (through the Director or designee) concludes the application has complied with all applicable laws and regulations. Access and right of entry to the applicant's property shall be requested and shall occur only during regular business hours.

(Applicant Signature)

(DATE)