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## PLAN REQUIREMENTS – SIGNS

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The following information shall be the minimum required information on all plans submitted for sign construction:

1. Permit Application(s)
2. Site Plan
3. Contractor's Information – name, e-mail, phone number, address, and insurance
4. Construction Documents – plans, specifications, and special inspections
5. Identification Markings
6. Type, Size, Height and Material
7. Wind Load Calculations
8. Working Stresses – rope, cables, guy wires, chains, steel, wood, etc.
9. Footings, Bracing, Bearing Plates, Anchorage and Attachments
10. Electrical Layout (Inspections are required)

Signs Exempt from permits

1. Painted, non-illuminated Signs
2. Temporary Signs announcing the sale or rent of a property (confined to subject property)
3. Signs erected by transportation authorities
4. Projecting signs not exceeding 2.5 square feet
5. The changing of moveable parts of an approved sign that is designated for such changes, or the repairing or repositioning of display matter shall not be deemed an alteration.