



CITY OF PERRIS

DEPARTMENT OF COMMUNITY DEVELOPMENT
PLANNING DIVISION

135 N. 'D' STREET, PERRIS, CA 92570-2200
TEL.: (951) 943-5003 FAX: (951) 943-8379

SIGN REVIEW APPLICATION

This is a design review application. Please print or type the information requested. After you have received planning approval, you will be required to obtain a building permit for any and all proposed signs.

Type of Sign:

_____ Monument _____ Sign Program _____ Temporary
_____ Pylon Sign _____ Wall Sign _____ Other

Authorized/Applicant: _____ Telephone: _____ Fax: _____

Proof of Perris Business License: (Copy of license preferred)

Mailing address: _____

Street City State Zip

Owner's Name: _____ Telephone: _____ Fax: _____

Mailing address: _____

Street City State Zip

Project Location (Street Address, Suite #) _____

Total Square Footage Suite/Building: _____

Total Lineal Frontage Suite/Building: _____

Complete Project Description: _____

Temporary Event Dates (beginning, ending): _____

Applicant's Signature: _____ Date _____

Owner's Signature: _____ Date _____

FOR OFFICE USE ONLY	
Planning Case P#: _____	Zoning: _____
Project Planner: _____	Associated Cas(s): _____
Attached Exhibit(s): _____	_____
Attached Conditions: _____	_____

Sign Program Locations
Updated 10/1/07

Sign Program	Case #	Address	Location
U-Haul	02-0007		Frontage & Nuevo 305-170-031
Perris Valley Auto	05-0312	707 E 4 th St	
	03-0138	440 – 490 E 4 th St	
Beldu Partners	07-06-0012	E 4 th St	310-082-031
Perris Valley Auto	95-0061	707 E 4 th St	4 th & 215 Fwy
Perris Plaza Landmark	95-0031	440-460 E 4 th St	NW 4 th St @ Wilkerson
North Perris Medical Center	00-0064	126 Avocado Ave	Avocado & Medical Center Dr
Perris Crossing	05-0313	3150 Case Rd	NWC Ethanac Rd & Case Rd 327-220-005
Perris Valley Airport	04-0100	2091 Goetz Rd	
Classic Pacific Business Park	07-0067	1194 Illinois Ave	NWC Illinois & Trumble
Ross Distribution	03-0127	3404 Indian Ave	Morgan @ Indian
Lowe's	00-0085	3984 Indian Ave	Ramona Expy & Indian
	06-0247	215 W Nuevo Rd	(CUP 06-0144)
Perris Towne Center (inline tenants only)	95-0026	47 W Nuevo Rd	SWC Perris & Nuevo
Spalding Industrial Park	00-0039	75 Paseo Adalanto	Paseo Adalanto @ Goetz Rd
	05-0475	2131-C N Perris Blvd	SEC Avocado Ave & Perris Blvd
Perris Crossroads	27-90	1675 N Perris Blvd	NEC Nuevo & Perris
Winston Village	54-90	2055 N Perris Blvd	SEC Avocado & Perris Bl
Perris Plaza	94-0115	1688 N Perris Blvd	NWC Nuevo & Perris Bl
	07-07-0015	Perris Blvd	305-080-050
Perris Valley Spectrum	91-9	2560 N Perris Blvd	NWC Orange & Perris
	07-08-0026	118-120 E Ramona Expy	
Chevron Station	07-0035	428 S Redlands Ave	
	06-0151	475 Rider St	
Ritchie Brothers Auctioneers	00-0089	765 Rider St, W	
Freeway Plaza	96-0119	333, 371 & 411 Wilkerson	NE Wilkerson @ 4 th St

PROPERTY OWNER(S) AUTHORIZATION FORM

**AUTHORIZATION FOR AGENT TO ACT ON BEHALF OF LEGAL
PROPERTY OWNER**

I/We, the owner(s) of the subject property, do hereby authorize _____
to act in my/our behalf on matters pertaining to _____
_____. (Describe nature of request: i.e., Development Plan
Review, Tract, Zone Change, Tract Map, Parcel Map, Conditional Use Permit, etc.)

Dated this _____ day of _____, 20____.

Signature(s) of Legal Owner(s)

State of California)
County of Riverside)

On this _____ day of _____, 20____, before me a Notary Public,
personally appeared _____ known to me to be the person(s) whose name(s)
are/is subscribed to the within instrument and acknowledged that he/she/they executed
the same.

Witness my hand and Official Seal

Signature _____
Name (printed) _____

CHECKLIST FOR PLANNING DIVISION SIGNAGE REVIEW

Authorization

Applicant shall provide one of the following three approved authorization forms at the time of submittal:

1. Signed and notarized Property Owner(s) Authorization Form.
2. Signed Tenant Lease Agreement
3. Signed and notarized authorization letter from property management company, legal tenant, property owner, or authorized agent.

Drawings fully dimensioned or drawn to scale

1. One (1) color rendering of proposed sign(s).
2. Three (3) sign elevations of each and every sign which include the following:
 - a) Proposed copy
 - b) Type Face (font)
 - c) Letter dimensions (as measured from lower to upper most key strokes)
 - d) Total sign area
 - e) Specifications indicating materials, method of construction and attachment
 - f) Method of illumination
 - g) Color(s)
3. Three (3) building elevations of each and every sign which include the following:
 - a) Building dimensions (lineal frontage and height from grade to roof top)
 - b) Location/placement of each and every proposed sign (include height of sign)
 - c) Total square footage of tenant lease space.
 - d) Street frontage

Additional materials for over the counter Permits (Wall Signs)

1. Photographs of a minimum of four (4) adjacent wall sign(s).

Additional materials for Sign Programs

1. Plot/site plan depicting location of signs and zone categories.
2. The regulations of the sign plan.
3. Construction requirements.
4. General requirements.
5. Non-permitted items.
6. Installation requirements.
7. Removal and replacement policies.

Additional materials for Temporary Signs

1. A letter detailing the following:
 - a) Type of event.
 - b) Schedule of required banner changes.
 - c) Scheduled grand opening date and banner removal date.
 - d) Authority to permit the city to enter upon the site to remove and dispose of the sign after scheduled dates in the event that the sign is not removed.

ADDITIONAL ITEMS MAY BE REQUIRED AFTER REVIEW OF THE DEVELOPMENT PROPOSAL

City of Perris Temporary Signs

	Special events	Promo sales	Off-site Subdivision Signs	Model Home complex	Grand opening
Duration	No more than 2 times per calendar year. Not to exceed 10 consecutive days each time	Must be replaced with new sign every 14 days	Valid for a period of one year	10 days after closure of model complex	May be issued within 90 days of opening, change of ownership, use or management
Type of sign	Balloons, statues, pennants, flags, spot lights	Banner only	No special criteria	Flags, id sign, directional signs	Balloons, statues, pennants, flags, spot lights
Size	Per ordinance	60% of building frontage, maximum height 4ft, maximum area 100 sq. ft.	32 sq. ft. per side, maximum of 10 ft in height	ID sign 12 sq. ft, 8 ft high maximum. Directional sign 2 sq ft, 4 ft high if freestanding, 6 ft from finished grade if attached to structure	Per ordinance
# of signs	Per ordinance	1 per building frontage. No more than a total of 2 for building.	2 off-site signs	5 flags per model home complex, 2 flags per additional model. 1 on-site id directional signs for parking and model home sales area.	Per ordinance
Location attachment	Building or site, not attached to pole or freestanding structure. Must not overhang any walkway or entrance.	Building only. Not attached to pole or freestanding structure. Must not overhang any walkway or entrance.	Off-side located only on collector or arterial streets defined by the General Plan. Not placed on tree, fence, utility pole, not in public right of way.	Located on site.	Building or site, not attached to pole or freestanding structure. Must not overhand any walkway or entrance.