

MEDINA TOWNSHIP SIGN REVIEW APPLICATION & CHECKLIST

Application Date: _____

Applicant Name: _____ Company: _____

Address: _____ Phone: _____

Sign Location: _____ Zoning District: _____

Business Name on Sign: _____

Property Owner: _____ Phone: _____

Address: _____

Type of sign in this application: _____ Wall face (605.1) _____ Ground (605H) _____ Digital(605M)
_____ Pylon/for Ground/ID (605H) _____ Other: Describe: _____

DIMENSIONS OF SIGN: _____ L (X) _____ H = _____ TOTAL SQUARE FEET

Checklist: Per Sign Regulations – See Article VI www.medinatownship.com (Zoning Inspector, Zoning Book Download)

PLEASE SUBMIT:

APPLICATION (this form)- 1 copy, signed and dated and check attached

APPLICATION ATTACHMENTS = TOTAL 19 COPIES

~ 19 COPIES of the SIGN (**11 must be in color**) *

~ 19 COPIES of the SITE PLAN (Engineered drawing) **

Attach 1 copy of the sign to each copy of the site plan = 19 copies of attachments to Application

- * SIGN copies MUST show:
- 1) **SIGN DIMENSIONS**: Show on each sign page...ground/wall/pylon
 - 2) **TOTAL SQUARE FOOTAGE: Show Length X Height = Total SF**
 - 3) **Height** of sign from ground surface to top of sign
 - 4) Landscaping and Illumination

- ** SITE PLANS MUST show:
- 1) LOCATION OF SIGN on ground and/or wall
 - 2) EXACT DISTANCE of sign to road right-of-way and all lot lines
 - 3) FRONTAGE OF BUILDING

IF THE APPLICATION & ATTACHMENTS ARE NOT CORRECT, THEY WILL BE RETURNED TO YOU

* “The dimensions of the sign shall be calculated upon the area normally visible from any one direction. The area shall be measured by the smallest square, rectangle, circle, or combination thereof that will encompass the entire advertising device including bordering, trim, cutout(s) and extension. Frames and structural members not including advertising matter shall not be considered part of the sign.”

To be considered for review and/or approval, please submit the above, and a check for \$25.00 (payable to Medina Township) to the **Zoning Secretary, 3799 Huffman Road, Medina, OH 44256, (330) 725-5713** by **NOON of the zoning submittal deadline date**. Regularly scheduled meetings are held on the third Tuesday of each month at **7:00 p.m. Plans and applications may also be dropped off at the Township Hall Mon.-Friday 9a.m.-4p.m. Call the Zoning Office with questions: 330-721-1997.**

Applicant's signature

Check #

Date

FOR TOWNSHIP USE ONLY

Township Signature: _____ Date: _____
(Stamp)

rev. 9/2014