

MEDINA TOWNSHIP SIGN REVIEW APPLICATION & CHECKLIST

Medina Township Hall • 3799 Huffman Road, Medina, OH 44256-7916 • Ph: (330) 721-1997 Fax: (330) 725-2945
 zoning@medinatownship.com • Office Hours: Mon - Fri 9:00am - 5:00pm

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 ___ Ground ___ Digital ___ Pylon/for Ground/ID ___ Other: _____			
Dimensions of Sign: _____ L x _____ H		Total Sq. Ft.	
		Frontage _____ ft.	

CHECKLIST (per Article VI of Medina Township Zoning Resolution)

- Application (i.e. this form)**
 - 1 Copy Signed/Dated/Check Attached

Application Attachments:

- 19 Copies** of the Sign (11 must be in Color)
 - 1) Sign Dimensions (show on each sign page...ground/wall/pylon)
 - 2) Total Sq. Ft.
 - 3) Height of Sign (from ground surface to top of sign)
 - 4) Landscaping and Illumination
- 19 Copies** of the Site Plan (Engineered Drawing)
 - 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
- A check for **\$25.00** (payable to Medina Township)

Attach 1 copy of the Sign to each copy of the Site Plan.

IF THE APPLICATION AND 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 to the Zoning Inspector by Noon of the zoning submittal deadline date. Regularly scheduled meetings are held on the third Tuesday of each month at 7:00pm. Call the Zoning Office with questions: 330-721-1997.

Fee:	Check #:	Receipt #:
Applicant's Signature:		Date: / /

ALL ZONING FEES ARE NON-REFUNDABLE

FOR TOWNSHIP USE ONLY Township Signature:	Date:
--	-------