



# Sign Permit Application

City of Twentynine Palms  
Community Development Department  
6136 Adobe Road  
Twentynine Palms, CA 92277  
(760) 367-6799 • Fax (760) 367-5400

Fee Paid \$ _____
Date Paid _____

Date of Application \_\_\_\_\_ PC \_\_\_\_\_  New Sign  Copy Change

**SIGNS MAY NOT BE PLACED UNTIL PERMIT HAS BEEN APPROVED AND ISSUED.**

## BUSINESS OR LOCATION WHERE SIGN IS BEING PLACED

Address or parcel where Sign is to be placed: \_\_\_\_\_  
Business name \_\_\_\_\_  
Person ordering Sign \_\_\_\_\_ Phone \_\_\_\_\_  
Business Address \_\_\_\_\_  
Mailing address \_\_\_\_\_

## SIGN CONTRACTOR INFORMATION

Sign Contractor Business \_\_\_\_\_  
Name of Sign Contractor \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_

## TO BE SUBMITTED WITH SIGN PERMIT APPLICATION

Business frontage \_\_\_\_\_ feet. Allowable Sign Area (2 x business frontage) \_\_\_\_\_ square feet.  
**Site Plan required for Signs placed on the ground.** Site plan must show property lines, set backs, building placement, and Sign placement. Sign must be at least one foot inside property line.  
**Photo of building or location** where Sign will be placed, with proposed Sign drawn in place.  
**Color photo or rendition of Sign** with all lettering and signage, including Sign measurements and accurately calculated copy area.

**A Building Permit is required for any electrical connection.**

The business ( is) ( is not) in a Business Complex as defined in Chapter 19.88.060 of the Development Code.

**Include existing Signs that will not be removed as well as proposed new Signs.**

**PRIMARY SIGN (MAXIMUM OF 3 ALLOWED – 75 SQ FT MAX)**      EXISTING      NEW  
Wall    Monument    Banner    A-frame    Off-Site Directional    Freestanding    Other \_\_\_\_\_  
Location \_\_\_\_\_    Dimensions \_\_\_\_\_ x \_\_\_\_\_    Sign area \_\_\_\_\_ (square feet)

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Location\_\_\_\_\_    Dimensions\_\_\_\_\_ x \_\_\_\_\_    Sign area\_\_\_\_\_ (square feet)

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**ACCESSORY SIGN (MAXIMUM OF 3 ALLOWED – 12 SQ FT MAX)    EXISTING    NEW**  
 Wall    Monument    Banner    A-frame    Off-Site Directional    Freestanding    Other\_\_\_\_\_

Location\_\_\_\_\_    Dimensions\_\_\_\_\_ x \_\_\_\_\_    Sign area\_\_\_\_\_ (square feet)

**ACCESSORY SIGN (MAXIMUM OF 3 ALLOWED – 12 SQ FT MAX)    EXISTING    NEW**  
 Wall    Monument    Banner    A-frame    Off-Site Directional    Freestanding    Other\_\_\_\_\_

Location\_\_\_\_\_    Dimensions\_\_\_\_\_ x \_\_\_\_\_    Sign area\_\_\_\_\_ (square feet)

**ACCESSORY SIGN (MAXIMUM OF 3 ALLOWED – 12 SQ FT MAX)    EXISTING    NEW**  
 Wall    Monument    Banner    A-frame    Off-Site Directional    Freestanding    Other\_\_\_\_\_

**Location\_\_\_\_\_    Dimensions\_\_\_\_\_ x \_\_\_\_\_    Sign area\_\_\_\_\_ (square feet)**

Total Sign Area (square feet) of existing Signs that will be retained \_\_\_\_\_

Total Sign Area (square feet) of proposed Signs \_\_\_\_\_

Sign Area (square feet) of existing and proposed Signs \_\_\_\_\_

Number of existing and proposed Accessory Signs \_\_\_\_\_

Number of existing and proposed Primary Signs \_\_\_\_\_

The undersigned applicant affirms that all information contained with this application is true and accurate and that the applicant is authorized to make such application to the City of Twentynine Palms.

Print Applicant  
 Name \_\_\_\_\_ Phone \_\_\_\_\_

Applicant Mailing  
 Address \_\_\_\_\_

Position \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

<p><b>To Be Completed by Code Enforcement</b></p> <p>The Sign Permit is:    <input type="checkbox"/> Approved    <input type="checkbox"/> Denied</p> <p>Comment: _____</p> <p>Code Enforcement Officer _____</p> <p>Date _____</p> <p>Denial of a Sign Permit application may be appealed to the Twentynine Palms Planning Commission if filed in writing within ten (10) days of the date of the action, in accordance with Chapter 19.28.120 of the City’s Development Code.</p>
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