

Notice of Incomplete Application

November 22, 2024

RE: Application Number SPRSG241816

Property Address: 1847 SKI TIME SQUARE DR, UNIT:C-2C;

Dear Applicant,

A permit application has been received by this office on November 20, 2024. The following required items are outstanding:

- Sign Off and Submittal Requirements Checklist – complete with property owner and applicant signatures
- Structural Plans and details – description or illustration of how the signs will be secured to building structure
- Elevations – label the elevation distance for the projecting sign.

Preliminary Corrections:

1. Label the elevation for the projecting sign. In sidewalks and other pedestrian circulation areas, the minimum sign clearance shall be eight feet, Sign Code Section 508.F. Refer to Sign Code Section 506.D Rules of Measurement.

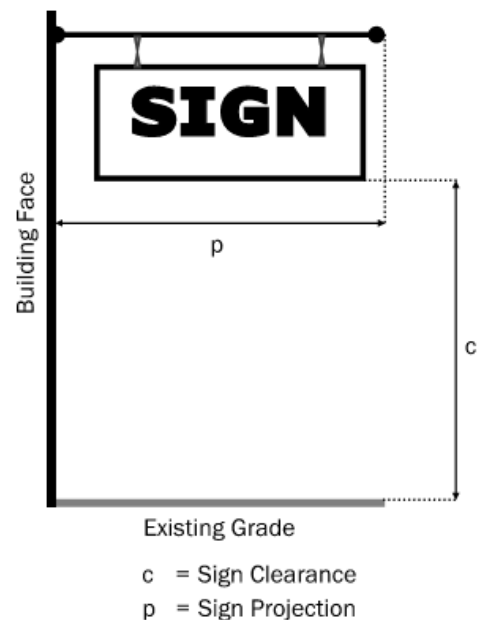
506.D Sign Clearance

Sign clearance is the distance, measured vertically plumb, between the lowest point of the sign or sign structure and the existing grade directly below that point. See Figure 506-15.

506.E Sign Projection

Sign Projection is the distance measured horizontally from the face of a building to the outer extent of the sign structure. See Figure 506-15.

Figure 506-15. Sign Clearance, Sign Projection



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Please upload the required items or documents requested above to the CityView Portal under your permit number. Once we receive the required submittal items we will then begin the Plan Review process. Permit applications become void after 30 days if left incomplete. We appreciate your time in advance on uploading these items.

Should you require further information, please do not hesitate to contact me.

Thank you,

Darby Kenyon

Planning Technician

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