

Notice of Incomplete Application

June 15, 2022

RE: Application Number SPRSG220789

Property Address: 1306 LINCOLN AVE;

Dear Applicant,

A permit application has been received by this office on June 14, 2022. The following required items are outstanding:

- I need one of these items showing the size of the sign
Structural Plans and details
- Photos
- Color Rendering
- I also need a picture or view facing the site showing where the sign will be located and how it will be mounted/ posted, etc.

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 180-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,

Toby Stauffer, AICP

Senior Planner

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