

**SIGN MASTER PLAN**

6-30-10

You are responsible for verifying and accurately depicting all locations and dimensions of property lines, setback distances, and the location and size of all proposed signs. The City may require additional information as needed. For preparation information, see description sheet # 1, *Standards for Plans and Drawings*. If you have any questions concerning your application, please visit or call the Permit Center (425- 452-6800) between 8 a.m. and 4 p.m., Monday through Friday (Wednesday, 10 to 4). Assistance for the hearing impaired: Dial 711 (Telecommunications Relay Service).

Format: 11" x 17"

1. Site Plan: Provide a site plan with keyed numerical references to sign graphics.
2. Elevation Drawings: Provide full elevation drawings for all signs. For building-mounted signs, also provide a building elevation for each building side where signs are proposed, with a scaled graphic depiction of the sign placement.
3. Dimension: Indicate all sign and building dimensions, including the total height based on average existing grade or average finished grade, as required by the Land Use Code. Also provide a breakdown of total sign area.
4. Projections: Show sign projection from the face of the wall.
5. General: Include the following elements in your submittal:
 - location
 - lighting
 - letter size, type, and style
 - sign type (i.e., blade, neon, individual letter)
 - color(s)
 - material(s)
 - sign placement (relationship of all signs to one another on the building and/or tenant facades)
 - overall signage concept for construction period, initial lease-up period, and permanent signs