

CITY OF AUBURN

OLD TOWN & DOWNTOWN DESIGN REVIEW APPLICATION

(Please type or print)

1. SUBJECT PROPERTY Address_____
- Parcel No. _____
2. PROJECT NAME: _____
3. DESCRIPTION OF REQUEST

4. APPLICANT _____ Phone _____
(if different from owner)
Address _____
5. LEGAL OWNER _____ Phone _____
Address _____
6. ATTACHED APPLICATIONS: _____
7. PROPOSED SIGN COPY:

I HEREBY CERTIFY THAT THE ABOVE INFORMATION AND ACCOMPANYING DOCUMENTS ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

SIGNATURES: Applicant _____ Date _____
Owner _____ Date _____
(or Legal Agent)

.....
APPLICATION FEE _____ Receipt # _____ Date _____

ACTION: _____ Approved _____ Approved with attached conditions
_____ Disapproved _____ No Action

SIGNED _____ DATE _____

CITY OF AUBURN
HISTORIC DESIGN REVIEW APPLICATION
(Old Town and Downtown Districts)

SUBMITTAL REQUIREMENTS

THE FOLLOWING INFORMATION IS REQUIRED TO PROCESS THIS APPLICATION:

1. A completed application form.
2. The required processing fee: \$33.00.
3. Ten (10) copies of the items noted below (as applicable).

Required copies of the applicable plans should be maximum size of 18" x 26". However, all requests shall also include one 8 ½" x 11" copy of the plans.

The following information will be required for sign requests:

4. Site Plan showing the relative amount of building frontage and elevations of proposed sign location on the site, or attachment to the building.
5. Color copies of a Sign Plan drawn to scale indicating the height, width, area (square footage), materials, and colors of proposed signs.
6. For wall or projecting signs, a Building Elevation drawn to scale indicating the location of proposed and existing signs. Color photograph(s) with accurate information may be an acceptable alternative.

The following information will be required for all other exterior improvements:

7. Site Plan showing the general location of the project site.
8. Building Elevations drawn to scale of existing and proposed modifications noting proposed materials and colors. Color photograph(s) with accurate information may be an acceptable alternative.

NOTES:

- √ Requests may require approval of a Building Permit from the Building Department and an Encroachment Permit from the Public Works Department (for signs located within the City right-of-way). **Additional fees will be assessed by these Departments as required.** For more information, contact the Building and Public Works Departments.
- √ Requests located within the State right-of-way will require approval from the California Department of Transportation (CALTRANS) prior to submitting this application to the City. For more information, contact the Community Development Department or the Public Works Department.