PLANNING APPLICATION FORM
This application form is required as part of any request to process the planning applications listed below. Other required items are indicated on the accompanying instruction materials. **It is the applicant’s responsibility to insure that application packages are complete and accurate.**

APPLICATION REQUESTED
- General Plan Amendment
- Planned Unit Development
- Development Agreement
- Rezone
- Variance
- Tentative Subdivision Map
- Tentative Parcel Map
- Lot Line Adjustment
- Lot Merger
- Sign
- Use Permit
- Temporary Use Permit
- Site Plan/Architectural Review
- Appeal
- Other

PROJECT DESCRIPTION
Project Name ___________________________________ Street Address ____________________________
Assessors Parcel No. __________________________ Project Size __________ (Net) __________ (Gross)
Summary Project Description ________________________________________________________________

(Attach additional sheets as needed.)

PROPERTY OWNER/APPLICANT
Owner ____________________________________ Applicant _________________________________________
Address ___________________________________ Address _________________________________________
Phone _____________________________________ Phone _________________________________

Developer ____________________________________ Architect/Engineer ____________________________________
Address ___________________________________ Address _________________________________________
Phone _____________________________________ Phone _________________________________

I hereby certify that the above information and accompanying documents are true and accurate to the best of my knowledge and acknowledge that the processing of this application may require additional fees and expenses for the preparation of necessary environmental documentation and planning studies. I certify that I have reviewed the current Hazardous Waste and Substances Site List developed pursuant to AB 3750 and found that my project **is not** on the list **is** on the list. A copy of the list is on file at the Community Development Department.

APPLICATIONS WILL NOT BE ACCEPTED WITHOUT SIGNATURE OF LEGAL OWNER OR OFFICIAL AGENT.

Property Owner Signature __________________________________ Date ____________________________

Applicant Signature __________________________________ Date ____________________________

DEPARTMENT USE ONLY
Application No. ___________________________ Fee __________________________

Received by ___________________________ Date ___________________________
CITY OF SUISUN CITY
COMMUNITY DEVELOPMENT DEPARTMENT
701 Civic Center Boulevard
Suisun City, CA 94585
Phone 707-421-7335
FAX 707-429-3758

SIGN

GENERAL INFORMATION

Project Title ___________________________ Date Submitted ____________

Project Address ________________________________________________

Project Phone Number __________________ Assessor’s Parcel No. __________

Applicant ______________________________________________________

Address ___________________________ Phone Number ___________________

Zoning District __________________________________________________

SIGN PLAN SUBMITTAL

A. Attach three (3) copies of complete plans with one (1) copy accurately identifying sign and structural support colors.

B. Complete plans shall consist of:

1. Plot Plan showing:
   • Property lines
   • Building setback lines
   • Outline of all existing and proposed structures on this site.
   • Location of all proposed signs.
   • Location of all existing signs.

2. Elevations of Building showing:
   • Major dimensions of exterior walls.
   • Placement of signs on the building.
   • The relationship of freestanding sign(s) to the building (if such a sign is proposed).
   • Indicate colors of buildings (if located in Downtown/Waterfront Zone).
3. Sign Elevation showing:
   • Exterior dimensions and total area of sign(s) (compute sign area per sign regulations).
   • Dimension, height and width of all sign frames, letters, figures, logos, etc. and the depth of sign canisters, letters and logos to be raised from the overall mounting surface or main sign surface.
   • Accurate graphic representation (drawings) of all copy styles to be used.
   • Indicate colors and materials to be used (one accurate colored elevation of each sign is required).
   • All ground mounted or freestanding signs, in addition to the above information, shall indicate the type and dimension of the supporting structure and signs indicating overall height, distance from property lines and buildings or structures.
   • Any proposed illumination and magnitude of all illumination.

4. Photographs of existing conditions on and adjacent to the site may be used as a supplement.

5. Planters and/or landscaping areas which are required or proposed at the base of all freestanding or ground mounted signs shall be graphically described by height, width, length, material and location on the site and shall include plant material by name, size and quantity.

   PETITIONER
   (Agent for Owner)

I hereby acknowledge that any inaccuracies in the information submitted shall, at the option of the City, result in automatic invalidation of action based thereon and that final approval is dependent on compliance with all City requirements.

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