AAC/VDC* Sign Application check list

Architectural Advisory Committee**			
Application copies	**Documents required**	**Fees**	**Development Application**
2	**1. Letter of Authorization from Owner of Property.** **2. A brief narrative about the sign proposal describing sign, size and location.** **3. Colored sign pictures** **4. Sign specs/Size/Dimension including total Square feet** **5. Rendering of signs showing actual pictures on the building/Wall/freestanding** **6. Site plan/Survey of where sign is located.** **7. Picture of the building showing location of sign.** **8. Bring sample of colored Awning Fabric.**	**No fees**	**After the approval from AAC/VDC the next step is applying for the building permit via View Permit**

Village District Consultants**			
Application copies	**Documents required**	**Fees**	**Development Application**
2	**1. Letter of Authorization from Owner of Property.** **2. A brief narrative about the sign proposal describing sign, size and location.** **3. Colored sign pictures** **4. Sign specs/Size/Dimension including total Square feet** **5. Rendering of signs showing actual pictures on the building/Wall/freestanding** **6. Site plan/Survey of where sign is located.** **7. Picture of the building showing location of sign.**	**$170.00**	**After the approval from AAC/VDC and PZC the next step is applying for the building permit via View Permit**

	8. Bring sample of colored Awning Fabric.			

*Please contact the office for the meeting schedule or check the Town's website for schedule.

**The Application must reach the office by 2:00PM on Friday before the scheduled Tuesday meeting.