



**MAYOR AND CITY COUNCIL OF LAUREL  
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

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Date Filed: \_\_\_\_\_  
EnerGov No.: \_\_\_\_\_  
Planner: \_\_\_\_\_  
Zoning Sign: \_\_\_\_\_  
PC Hearing: \_\_\_\_\_  
PC Decision: \_\_\_\_\_  
Resolution No.: \_\_\_\_\_

## **SIGN WAIVER APPLICATION**

**APPLICATION MUST BE FILLED OUT IN ITS ENTIRETY. APPLICATION WILL NOT BE PROCESSED UNLESS ALL ITEMS IN THE CHECKLISTS ARE ADDRESSED.\***

RESIDENTIAL

COMMERCIAL/INDUSTRIAL

\*Check one

### **1. SUBJECT PROPERTY**

Project Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Zoning: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Tax Identification No.: \_\_\_\_\_

### **2. APPLICANT**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### **3. PROPERTY OWNER (IF DIFFERENT FROM APPLICANT)**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### **4. SIGN CONTRACTOR**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## 5. PROJECT DESCRIPTION NARRATIVE

**(Include description of sign(s) requested, including number, square footage, height, location, and building front footage in linear feet)**

## 6. SIGN WAIVER APPLICATION CHECKLIST

**The following items MUST be included with the sign waiver application.**

**Two (1) copy of each required items must be provided.**

1. STATEMENT OF JUSTIFICATION addressing the criteria listed in Sec. 20-17.7(g)(1) of the Unified Land Development Code. (see attached)
2. COLOR PHOTOGRAPHS(S) of the existing façade on which the proposed sign(s) is to be attached.
3. ELEVATION(S) of the façade on which the proposed sign(s) is to be attached drawn to an appropriate scale, showing proposed materials-specifications and architectural detail
4. COLOR RENDERING(S) of proposed sign(s) drawn to an appropriate scale, accurately depicting the appearance of the sign including materials, style of lettering and sign copy

If a free-standing or monument sign, site plan showing location of proposed sign

## **7. CRITERIA FOR GRANTING CERTIFICATION OF APPROVAL:**

In reviewing applications, the Planning Commission shall apply the criteria described in Sec. 20-17.7(g) of the Unified Land Development Code in rendering a decision.

Sec. 20-33.07

(g) Modifications.

(1) Any applicant may apply to the planning commission for a modification from certain requirements of this article. A modification may be granted by the commission where the literal application of this article would create a particular hardship for the sign user and all of the following criteria are met:

(i) A strict application of this Article would result in a peculiar hardship due to substantial impairment of visibility, or other site factors which are unique to the property, or there are unique physical conditions or exceptional topographic conditions peculiar to the property, not created or allowed by the owner or applicant, on which the sign is to be located, including the location of existing buildings and other structures, irregular or unusual narrowness or shallowness of the lot, irregularity of the road right-of-way, which conditions lead

to a practical difficulty and undue hardship in complying strictly with the provisions of this ordinance.

- (ii) The granting of the requested variance would not be detrimental to the property owners in the vicinity.
- (iii) The hardship does not apply generally to other locations in the city.
- (iv) The modification would not result in an undue concentration of signs in the immediate vicinity, would not cause visual confusion, and would not be detrimental to public safety and visibility; and
- (v) The granting of the modification would not be contrary to the general objectives of this article, the remainder of the zoning ordinance, or the duly adopted master plan of the city.

- (2) In granting a modification, the planning commission may impose additional requirements necessary to carry out the spirit and purpose of this article in the public interest.
- (3) In appropriate situations, the planning commission may consider existing historical, architectural, or aesthetic features of the sign, or environmental features of the site, which would be adversely affected by a strict application of this article.
- (4) Notwithstanding anything to the contrary contained in this Section, no modification may be granted by the planning commission, pursuant to this section, if such hardship was self-imposed by the applicant. For the purposes of this section, a hardship shall be deemed to be "self-imposed" if the alleged hardship was proximately caused by the action or omission of the applicant or his agent.
- (5) The following conditions or considerations shall not constitute hardships or unique conditions which favor a modification:
  - (i) Guidelines or requirements of the historic district commission;
  - (ii) Existing signs, whether conforming, legally nonconforming, or otherwise, in the vicinity of the subject sign, with which the subject sign might compete, or be compared with, in terms of size, aesthetics, or otherwise.
  - (iii) Existing market or economic conditions due to which the applicant wishes to increase the size or visibility of his sign; or
  - (iv) A desire on the part of the applicant to modify the subject sign, in contravention of this Article, to make it visible or more noticeable, to target populations on roads or highways in the vicinity of the applicant's business, or elsewhere.
- (6) The provisions of this section relating to modifications shall be strictly construed by the planning commission.
- (7) Signs which are contained within the approvals of a Revitalization Overlay application may be waived, if they are submitted in conjunction with the Final Plan of Revitalization Overlay proposal being considered as a Final Plan by the Commission.

**I DO SOLEMNLY DECLARE AND AFFIRM UNDER PENALTIES OF PERJURY THAT THE CONTENTS OF THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

**APPLICANT:**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Print Name \_\_\_\_\_

**PROPERTY OWNER (if different than applicant)**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Print Name: \_\_\_\_\_

<b>Fees</b> (see separate schedule)	<b>Amount</b>	<b>Account #</b>
Filing Fee		10-43105
Zoning Sign	\$30.00	10-43105
<b>Total:</b>		