SIGN PERMIT APPLICATION

Department of Building Safety
One City Plaza
Yuma, Arizona 85364-1436
PHONE: (928) 373-5163 or (928) 373-5165
EMAIL: permits@yumaaz.gov

For Office Use Only	
Permit #	
PPR #	
W/S #	

You can also apply online for eligible permits at
https://secure.yumaaz.gov/CitizenAccess/CitizenAccessSite/Public/Main

PLEASE BE ADVISED OF THE FOLLOWING INFORMATIONAL NOTICES:

FAA NOTIFICATION - This property is located in the vicinity of the Yuma International Airport. The Federal Aviation Administration (FAA) requires the property owner or its agent to file a "Notice of Proposed Construction or Alteration" with the FAA prior to commencing vertical construction. Information regarding FAA's requirements can be found at: https://oeaaa.faa.gov/oeaaa/external/portal.jsp. The FAA requirements arise from federal laws and regulations and are outside of the City's jurisdiction and authority. Be aware the FAA has the authority to prevent and stop development for failure to comply with federal regulations.

PUBLIC RECORDS - This application and any document supplied as part of this application is considered a public record and may be disclosed pursuant to A.R.S. § 39-121 or displayed electronically by the City of Yuma.

Job Address:		Lot/Suite#:	
Job Name:			

	Residential Project ☐	**Commercial** ☐	
Scope of Work:			
Valuation:			

Property Owner:		Phone: (B)	
Address:		Phone: (C)	
City/State/Zip:		E-mail:	

Contractor:		Phone: (B)	
Contractor Address:		Phone: (C)	
City/State/Zip:		E-mail:	

Designer/Architect:		Phone: (B)	
Architect Address:		Phone: (C)	
City/State/Zip:		E-mail:	

Engineer:		Phone: (B)	
Engineer Address:		Phone: (C)	
City/State/Zip:		E-mail:	

Does this address have Overhead Electric?	☐ Yes (If yes, show service drop and meter location on plans)	☐ No
Does this address have Gas service?	☐ Yes (If yes, show gas meter location on plans)	☐ No
Does this address have Septic?	☐ Yes (If yes, show location of septic on plans)	☐ No

Applications for which no permit is issued within 180 days following the date of this application shall be expired by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official.

Waiver: Applicant and its employees, agents, contractors, and officers (collectively "Applicant") agree that Applicant assumes any and all risk arising from any work resulting from the City of Yuma's issuance of this permit. Applicant also hereby waives any and all claims against the City of Yuma, and its employees, departments, agencies, agents, officials, officers, and directors for any damages, liabilities, injuries or loss that arise from Applicant's work.

Authorization: If Applicant does not own the property on which the permitted work will occur, Applicant hereby warrants and certifies that the property owner has authorized Applicant to access the owner's property and perform the permitted work on the owner's property.

Indemnification: To the fullest extent allowable by law, Applicant agrees to indemnify, defend, and hold harmless the City of Yuma, and its departments, agencies, agents, officials, officers, directors, employees, and volunteers (collectively "City") for, from and against any and all claims, liabilities, demands, damages, losses, and expenses, including attorneys' fees and litigation expenses, to which the City may become subject, under any theory of liability whatsoever, (collectively "Claims") whether real or asserted, resulting from and/or arising out of Applicant's intentional, reckless, or negligent acts, directives, mistakes, errors, or omissions in performance or non-performance of any work authorized under the provisions of any resulting permit(s) . This indemnification provision shall apply to any and all any intentional, reckless, or negligent acts, mistakes, directives, errors, or omissions of Applicant's departments, agencies, directors, officers, employees, volunteers, contractors, sub-contractors, and independent contractors, whether employed directly or indirectly by Applicant.

Signature of Owner/Agent: _____ Date: _____

Printed Name of Owner/Agent: _____

The Permit Application and Plan Reviews are processed in accordance with requirements of Arizona Revised Statutes (A.R.S.) § 9-835.

Pursuant Arizona Revised Statutes (A.R.S.) § 9-835, the City may make one comprehensive request for corrections to the applicant during the Substantive Review Time Frame, and also have one opportunity to identify any additional legal requirements that were not identified in the comprehensive request for corrections. Corrections previously identified which have not been resolved by the applicant will be repeated in a supplemental request(s) for corrections. If the City issues a request for corrections, the Substantive and Overall Review Time Frames are suspended until the date corrections are received from the applicant.

The Substantive Review Time Frame includes the initial review and one resubmittal. If significant design alterations or changes are made to an application, the City may make one additional comprehensive request for corrections and the Substantive Review Time Frame will be increased by fifty percent (50%).

Additionally, the City and the applicant may mutually agree to extend the Substantive Review Time Frame up to fifty percent (50%) of the Overall Time Frame, to accommodate larger, more complex projects, to accommodate additional submittal reviews, or other purposes by mutual agreement.

Unless the City and applicant mutually agree to extend the Substantive Review Time Frame and Overall Time Frame, the building permit must be either granted or denied within the Overall Time Frame. If the permit is denied, a new permit application and plans must be submitted, additional processing fees will be applicable, and a new Overall Time Frame shall commence.

This section does not apply for construction or development of a residential lot, including swimming pools, hardscape and property walls, subdivisions or master planned community.

Contact person to answer questions and provide assistance during the building permit application and review process:

Alan Kircher, Deputy Building Official; Phone: 928-373-5169; email: alan.kircher@yumaaz.gov

Office Use Only

1st Floor		Balcony		Type of Construction	
2nd Floor		Portico		Occupancy Class	
3rd Floor		Patio		Zoning District	
Storage		Warehouse		Flood Zone	
Garage/Carport				Occupant Load	

SIGN CALCULATION FORM

DEPARTMENT OF BUILDING SAFETY

Project Name: _____ Date _____

Project Address: _____

Owner: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Type of Sign: Wall Sign: ☐ Pole Sign: ☐ Other: ☐ _____

Sign Dimensions: _____ Square Footage of Sign: _____

Street Façade: _____

Street Frontage: _____

Allowable Square Footage: _____

Existing Signage at Location: Yes ☐ No ☐ Sq. Ft. _____

Sign Material/Construction: _____

Type of Illumination: _____ Number of Sign Circuits: _____

Wall Signs _____

Top of Sign to Roof Line: _____

Type of Attachment: _____

Pole Signs _____

Leading Edge of Sign to Property Line: _____

Leading Edge of Pole to Property Line: _____

Bottom fo Sign to Street Grade: _____ Overall Height of Sign: _____

Type of Footing: _____ Footing Size: _____

Special Notes: _____

_____

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