



**CITY OF HARRISONBURG
COMMUNITY
DEVELOPMENT**

Comprehensive Sign Plan Application

<https://www.harrisonburgva.gov/sign-regulations>

Comprehensive sign plans allow otherwise prohibited off-premises wall, projecting, or freestanding signage. Regulations for comprehensive sign plans can be found in Section 10-3-214 of the Zoning Ordinance's Sign Regulations.

This Comprehensive Sign Plan (CSP) application is **not** a Sign Permit. If the CSP application is approved, all new signs require a sign permit application to be submitted and approved by the Department of Community Development. Sign permit information is available at <https://www.harrisonburgva.gov/sign-regulations> or by calling the Department of Community Development's Planning & Zoning Division at 540-432-7700.

PROPERTY INFORMATION

Property Address _____ This is: (select one)
 A new comprehensive sign plan
 Amendment to an existing comprehensive sign plan

Tax Map Parcel/ID _____ Zoning District _____

PROPERTY OWNER INFORMATION

Property Owner Name _____ Telephone _____
 Street Address _____ E-Mail _____
 City _____ State _____ Zip _____

OWNER'S REPRESENTATIVE INFORMATION

Owner's Representative _____ Telephone _____
 Street Address _____ E-Mail _____
 City _____ State _____ Zip _____

CERTIFICATION

I certify that the information supplied on this application and on the attachments provided (maps and other information) is accurate and true to the best of my knowledge. In addition, I hereby grant permission to the agents and employees of the City of Harrisonburg to enter the above property for the purposes of processing and reviewing this application.

PROPERTY OWNER _____ DATE _____

REQUIRED ATTACHMENTS

- A written explanation of the request
- A scaled graphic representation of the following information:
 - a. The boundaries of the area involved and the ownership of parcels contained therein, as well as all existing public streets and alleys within and adjacent to the site
 - b. The location, dimensions, and general description of all proposed signage for the comprehensive sign plan.

TO BE COMPLETED BY PLANNING & ZONING DIVISION

Date Application and Fee Received _____ Reviewed By: _____
 Received By _____ Approved or Denied _____
 Date _____