



Conditional Sign Permit Submittal Requirements

No application will be accepted for review by the City of Medina without the submission of all of the following items, unless any such items are determined to be unnecessary or not applicable to the application by the Community Development Director

1. A completed application form;
2. The required **\$50** application fee;
3. One (1) hard copy and one (1) an electronic copy in a common format (PDF, Word, etc.) of all applicable items below;
4. Photographs of existing conditions;
5. A detailed and scaled graphic of the proposed sign(s), including dimensions, height, materials, and colors;
6. Elevation drawings depicting the proposed signage of the building with sign and building dimensions noted;
7. Color and material samples for the proposed sign; and
8. Any other information needed for the review of the application as deemed necessary by the Community Development Director.