

Form S

REQUEST FOR APPROVAL OF SIGNAGE

Applicant's Contact Information:

Name:

Phone Number:

Address:

Email Address:

Property Information:

Transect Zone (if known):

Lot #:

Building Type (if known):

TYPE OF IMPROVEMENT: _____ (Description)

❖ Submissions checklist - Failure to supply the below noted submissions could result in the denial of your Architectural request (answer or circle each)

- Location _____
- Design (attach sample)
- How is it mounted _____
- Colors _____
- Picture YES or NO N/A
- Materials YES or NO N/A
- Picture(s) of Samples YES or NO N/A
- Dimensions Listed YES or NO N/A
- Plot Plan w/ location of alteration YES or NO N/A
- Picture(s) of building & Location of sign YES or NO N/A

Description:

1. Signage

The ARB reserves the right to request additional information in order to review the proposed plans or to require that that applicant follow the design review process required for new homes and major improvements. The ARB's approval, in writing, of the proposed improvements is required before work on the improvement may commence.

Upon review of the required documents, the improvements will be approved without exception, rejected or approved with conditions. If the improvements are approved without exception, the applicant may proceed with construction. If the alterations are conditionally approved, the applicant must submit the required modifications and additional information requested by the ARB. Once this information is reviewed and approved by the ARB, the applicant may proceed with constructions. If the applicant does not agree to the conditions imposed by the ARB, the application shall be considered rejected.

2. Fee - \$25.00

4. Agreement & Approval:

(Applicant Signature)

APPROVED BY: _____ DATE _____

APPROVED AS NOTED BY: _____ DATE _____

APPROVED AS SHOWN BY: _____ DATE _____

DISAPPROVED AS NOTED BY: _____ DATE _____

MORE INFORMATION REQUIRED: _____ DATE _____

COMMENTS FROM THE TOWN ARCHITECT:

Send to:
The New Town at St. Charles General Assembly
3333-5 Rue Royale St.
St. Charles, MO 63301
636-916-2085 phone
636-916-2019 fax
staff@ntga.net