

BRIDGE STREET DISTRICT (BSD) MASTER SIGN PLAN CHECKLIST

I. NARRATIVES & DOCUMENTS: Please submit all documents digitally into the Documents folder on ProjectDox, these documents may consist of multiple pages. Documents typically include project summaries, stormwater report, traffic memo, etc.

MASTER SIGN PLAN STATEMENT

- Project description describing the proposed development, outlining the basic scope, character, and nature of the project
- State how the proposed Master Sign Plan is consistent with the development context, architectural character, and the Bridge Street District Design Guidelines

LEGAL DESCRIPTION AND/OR PROPERTY SURVEY FOR EACH PARCEL

II. PLANS & DRAWINGS: Please submit all drawings and plans digitally into the Drawings folder on ProjectDox, these drawings must be single sheets and named using the naming convention discussed in the ProjectDox guide.

EXISTING CONDITIONS

- Site boundaries, including property lines, total acreage and dimensions
- Existing zoning districts and jurisdictional boundaries and general location of principle thoroughfares
- Adjacent parcels, including building footprints and access points
- General topography and site features including water bodies, tree stands, existing development, etc.
- Existing easements, public/private utility systems, public improvements, and permanent facilities

SIGN PLAN

- Proposed sign plan including sign standards and plans including dimensions, total area, height, colors and materials
- Proposed sign plan and building elevations with key plan showing proposed sign location
- Landscape plan

§153.066(L)(4) - MASTER SIGN PLAN (MSP) REVIEW CRITERIA

- (a) The MSP is consistent with the Community Plan, BSD Special Area Plan, BSD Design Guidelines, and other adopted City plans and policies;
- (b) The proposed signs are appropriately sited and scaled to create a cohesive character that complements the surrounding environment and meets the intent of the architectural requirements of §153.062 Building Types;
- (c) The proposed signs are not in conflict with public streets, open spaces, utilities, or rights-of-way, and do not impede the continued provision of services required by the City or other public agency; and
- (d) The MSP responds to the requirements of §153.063 Neighborhood Standards, as applicable.

