



City of Torrance
Community Development Department, Building and Safety Division
Sign Permit Application

3031 Torrance Blvd., Torrance CA 90503 (310) 618-5910

SGN

Required Information

Property/ Job Address:			
Person Preparing This Form:		Date:	
Property Owner:		Owner Phone:	
Owner's Address: (if different)			
Business / Tenant Name:		Phone :	
Architect / Engineer:		Phone:	
Architect / Engineer Address:			
Contractor: (As shown on License)		Contractor License #:	Class
Business Address:			Bus. Lic:
			Phone:

Valuation \$	Store Front Width
--------------	-------------------

Descriptive Drawing of Sign 1:	Special Conditions _____ _____ _____ _____ Sign Area (Total Sq Ft)	<input type="checkbox"/> non-illuminated <input type="checkbox"/> illuminated <input type="checkbox"/> replacement face <input type="checkbox"/> painted wall/awning
--------------------------------	---	---

Descriptive Drawing of Sign 2:	Special Conditions _____ _____ _____ _____ Sign Area (Total Sq Ft)	<input type="checkbox"/> non-illuminated <input type="checkbox"/> illuminated <input type="checkbox"/> replacement face <input type="checkbox"/> painted wall/awning
--------------------------------	---	---

OTHER FEES THAT MAY APPLY	CALCULATION	FEE
Microfilm Fee	Permit Docs: x \$	9.30
Plan Storage	# of sheets x \$	17.70
Lamps	# lamps: x \$	4.40
Timer	# timers x \$	12.00
Sign with Transformer or Ballast	# signs x \$	55.90
Additional Transformer or Ballast	# x \$	19.10
Construction Tax	valuation x 1.5% (.015)	
Workers' Comp Ins Review Fee		\$ 4.60
Fees Based on Project Valuation:		
Permit Fee		
Plan Check Fee		

Note: If Tenant Occupied

I acknowledge that I am the owner of the above described property and I realize that if this permit is issued, it will limit the number and size of signs which may be placed on this property and I consent to this application.

Print Name: _____

Owner Address: _____

Owner Phone: _____

Owner Signature (required)

TOTAL PERMIT FEE _____

RIGHT OF ENTRY

I Certify that I have read this application and state that the above information is correct. I agree to comply with all city and county ordinances and state laws relating to signs, and hereby authorize representatives of this city to enter upon the above-mentioned property for inspection purposes. If the signage includes a ground sign, I affirm that the signage is entirely on the property above and does not encroach. Its location has been verified by survey and/or by contacting the City of Torrance Engineering Department and I agree to contact "Dig Alert" (1-800-422-4133).

Signature of Applicant or Agent: _____

FEES EFFECTIVE JULY 1, 2024 TO JUNE 30, 2025