



Sign Permit Application

Permit No. _____

City of Norman Development Services Division, 225 N. Webster Ave. Norman, OK 73069
(405) 366-5339 Permits

NOTICE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

PROJECT (BUSINESS) ADDRESS: 318 E. Comanche St.		PARCEL ADDRESS:	BUSINESS NAME: Norman Transit Center
DESCRIBE WORK: X NEW SIGN; _____ REPLACE EXISTING SIGN; _____ MODIFY EXISTING SIGN		SIGN VALUATION: \$ 1000	
SIGN:	LOCATION: ☒ On-Premise ☐ Off-Premise DURATION: ☒ Permanent ☐ Annual ☐ Temporary - _____ Days (30-60 Days if applicable) TYPE: ☐ Ground ☐ Ground - interstate ☐ Ground - joint ID ☐ Ground - digital ☐ Directional # Feather Flags _____ ☐ Wall ☐ Wall - digital ☐ Projecting ☐ Marquee ☐ Suspended ☐ Window ☒ Building ID ☐ Temporary ☐ Time-Temp-Date ☐ Wind ☐ Address ID ☐ Other _____		
SIGN DIMENSIONS: 6' x 6' DIRECTIONS SIGN FACES: ☒ N ☐ NE ☐ NW ☐ S ☐ SE ☐ SW ☐ E ☐ W SIGN AREA (SF): 36 SIGN HEIGHT: (Ground to top of structure) 10' SIGN TEXT & GRAPHICS: Norman Transit Center		SIGN CONTRACTOR: J&B Graphics, Inc. ADDRESS: 1811 NW 1st St. CITY: Oklahoma City STATE: OK ZIP: 73106 PHONE #: 405-524-7446 EMAIL: cwilliams@jandbgraphics.net CELL PHONE #: _____ LICENSE #: 16-0005928	

DESCRIBE EXISTING SIGNS (IF ANY): TYPE, SIZE, LOCATION:

Will electricity be involved? ☒ Yes ☐ No

Name of Licensed Electrical Contractor: _____

Input Amps: _____

Elec. Permit #: _____ **UL:** ☒ Yes or ☐ No; **NITS:** _____ **Dwell time:** _____

PLANS REQUIRED:

Applications will not be accepted without a copy* of these items

- *Site Plan to scale
 - *Elevation Drawing
 - *Detailed Drawing of Sign
- All sign applications may require one or more of the following items
- *Footing Detail
 - *Engineer Seal
 - *Electrical Detail
 - *Electrical Permit
 - *Owner Permission
 - *Neighborhood zoning map

*Two copies of all if a hard copy is desired

INSPECTIONS REQUIRED:

All sign applications require one or more of the following inspections. **The holder of the permit is responsible for requesting all required inspections.**

- Electrical Sign (345) - Call before installation
- Sign Footing (410) - Call before concrete
- Elec Final (375) - Call when work is done
- Sign Final (475) - Call when work is done

To request an inspection, call the inspections line at 366-5333, enter "Phone Access Code" printed on permit and "Inspection Code" given above (e.g. 410).

OTHER REQUIREMENTS:

Signs with electricity require a separate electrical permit issued to an electrical contractor having an active City Electrical License. Sec. 20-902; 28-206(e)
 Sign may not be installed until permit has been approved and fees paid. Sec. 28-201; 28-207
 Permanent sign permits expire 90 days after premises are vacated by referenced business. Sec. 28-403(h)
 Permanent signs require ID plate (contractor, date, permit #, amps) Sec. 28-208
 Upon expiration of a temporary sign, all related structural materials must be removed for no less than the length of time of the original permit, no additional temporary sign permits will be issued during this period of time. Sec. 28-101(r)

MAIL OR DELIVER TO:

Building Permits & Inspections
 225 N. Webster Ave
 Norman, OK 73069
 or by email at:
 codecomplaints@normanok.gov
 (405) 366-5339 Permits
 (405) 366-5333 Inspections
 (405) 366-5348 Review

The granting of a permit or approval of plans shall not be construed as permission to violate any federal, state or local laws. Special notice is hereby given that additional requirements, notices and regulations will be printed on the permit and plans and that all additional requirements, notices and regulations and all laws and ordinances governing this type of work will be complied with whether specified herein or not. Special notice is also hereby given that the approvals of this permit become null and void if the authorized work or construction is not commenced, is suspended or abandoned after work is commenced, or if no inspections are obtained within a 6 month period. All permanent signs require inspections to complete the permit process. Violations of the Sign Code are misdemeanors subject to corrective action and/or penalties.

I agree to abide by all laws and ordinances governing this type of work whether specified herein or not and hereby certify that I have read and examined this application and know the same to be true and correct.

Printed Name: Chris Williams Email address: cwilliams@jandbgraphics.net 405-524-7446

Signature: [Signature] Agent of: ☒ Owner or ☐ Contractor Date: 5/16/23

O F F I C E U S E O N L Y	All Signs:	Frontage _____ (lf) = _____ (sf)	Top Height: _____	Received on _____ by _____
	Total SF Allowed: _____ sf	Setback _____ (lf) = _____ (sf)	Bottom Height: _____	Code Official: ☐ Approved ☐ Denied
	Total SF Existing: _____ sf	Total area allowed (a) = _____ (sf) per side	Zoning: _____	By: _____
	SF To Be Removed: _____ sf	Total area allowed (a) = _____ sf total	Ordinance: _____	Date: ____/____/____
	SF To Remain: _____ sf	Total Existing area (b) = _____ sf per side	Temporary Sign Valid From: _____ to _____	Notes: _____
	SF Proposed: _____ sf	Total Existing area (b) = _____ sf total	Eligible Again: _____	
	Remainder: _____ sf	Area Remaining (a - b = c) = _____ sf per side	Fee: \$ _____	
	Notes:	Area Remaining (a - b = c) = _____ sf total		
		Area Requested (d) = _____ sf per side		
		Area Requested (d) = _____ sf total		

***Also See Notes on Plans**



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	Notes: _____	Area Remaining (a - b - c) = _____ sf total	
		Area Requested (d) = _____ sf per side	
		Area Requested (d) = _____ sf total	
		Area Remaining (c - d - e) = _____ sf per side	
		Area Remaining (c - d - e) = _____ sf total	
		Top Height: _____	
		Bottom Height: _____	
		Zoning: _____	
		Ordinance: _____	
		Temporary Sign Valid From: _____ to _____	
		Eligible Again: _____	
		Fee: \$ _____	



G R A P H I C S

Sign Manufacturer

REVISIONS

4-4-23

4-20-23

4-24-23

CONTRACTOR

Stronghold Construction
405-871-5760

Zach Simmons
405-871-5760

☐ Taxable
☒ Tax Exempt

Site Signage

Signage Submittal Package

Norman Transit Center

318 E. Comanche Street

Norman, OK

Project Contact: Zach Simmons

FABRICATION/LEAD TIMES:

INTERIOR SIGNAGE FABRICATION TIME 10-12 WEEKS - EXTERIOR FABRICATION TIME 16-18 WEEKS - 8 WEEKS FOR CAST PLAQUES & LETTERS

ONCE FINAL DRAWINGS HAVE BEEN APPROVED BY GENERAL CONTRACTOR.

DATES ARE SUBJECT TO CHANGE BASED ON IN-HOUSE PRODUCTION.

CREATED: 3-16-23

LAST REVISED: 4-24-23

PROJECT MANAGER: Jackie Turner

EMAIL: jturner@jandbgraphics.net

1811 NW 1st Street, Oklahoma City, OK 73106 Phone: (405) 524-7446 Toll Free (888) 848-7481

·Large Format Printing ·Full Color Banners ·Interior Signage ·Exterior Signage



G R A P H I C S

NOTE: DUE TO VARIATIONS IN MONITOR AND PRINTER SETTINGS, COLORS SHOWN ARE REPRESENTATIVE ONLY AND SHOULD NOT BE CONSTRUED AS AN EXACT COLOR MATCH.

PACKAGE COLORS

	WHITE
	PMS 639C BLUE
	PMS COOL GRAY 11C
	DARK BRONZE

PACKAGE TYPOGRAPHY

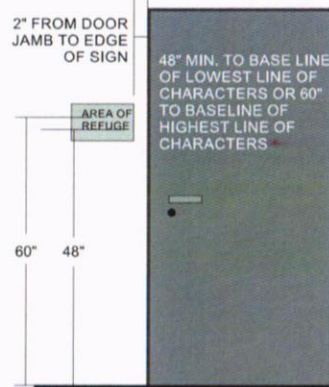
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-------	--

Sign Manufacturer

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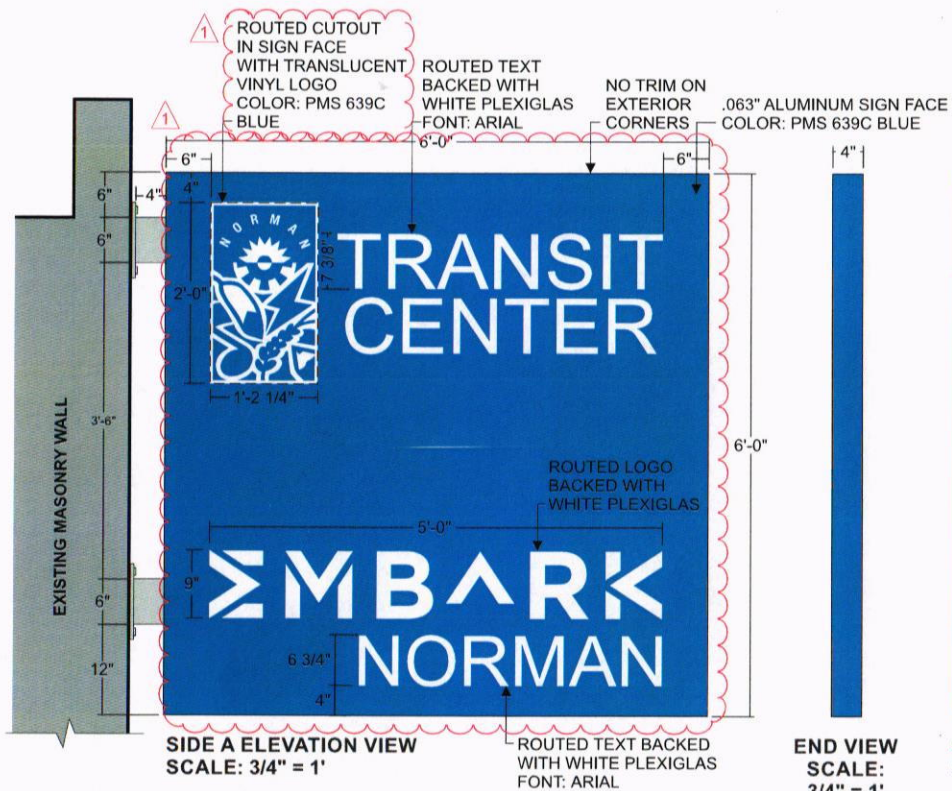
PAGE #	SIGN TYPE	DESCRIPTION
1	4	ILLUMINATED DOUBLE-SIDED CABINET
2-3	3	ILLUMINATED DOUBLE-SIDED POLE SIGN
4	2	ILLUMINATED WALL CABINET
5		LOCATION PLANS

INSTALL LOCATION

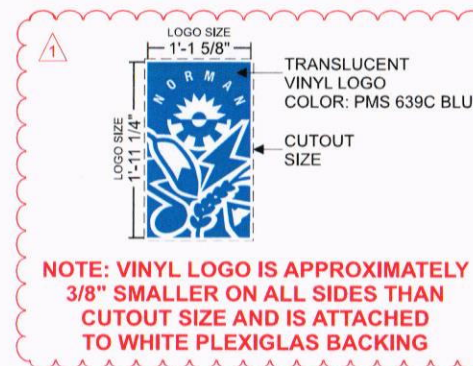
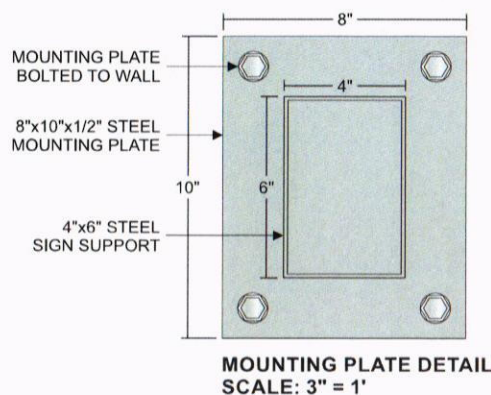
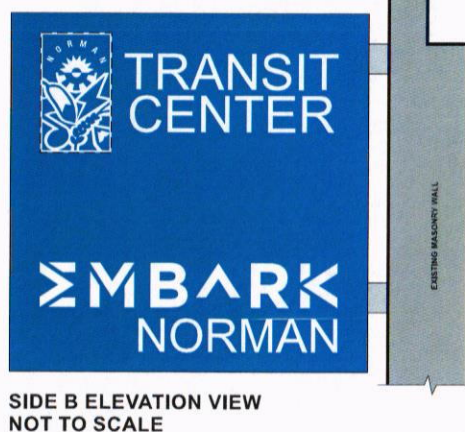
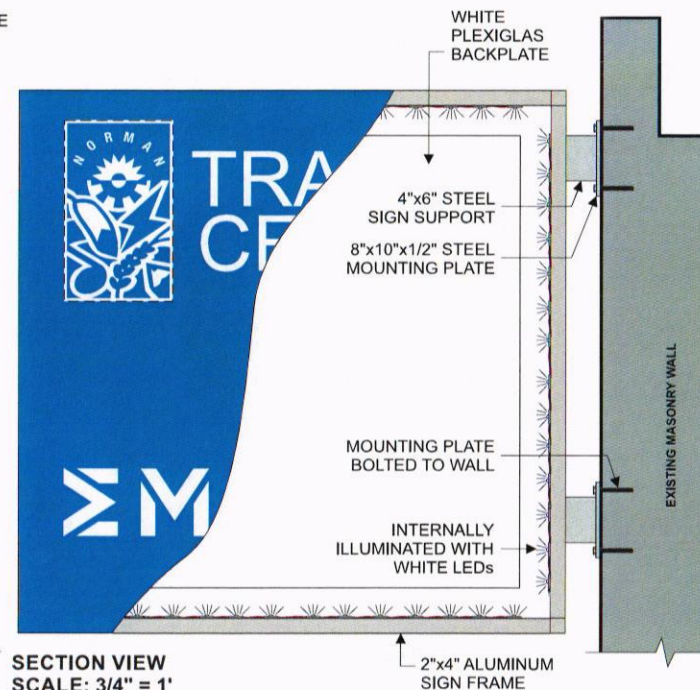


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•Large Format Printing •Full Color Banners •Interior Signage •Exterior Signage



END VIEW
SCALE: 3/4\" = 1'



1811 NW 1st Street OKC, OK 73106 (405) 524-SIGN (7446)	
Project:	Norman Transit Center
City/State:	Norman, OK
Sales Rep:	J. Turner
Created:	3-16-23
Drawn By:	M. Cleveland

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CONTENT
The text and pictograms shown are for illustration purposes only and are subject to change according to the approved message schedule.

REVISION LEGEND	
REVISION	
SYMBOL	REVISION DATE
	4-24-23
	

APPROVAL
SIGNED: _____

ILLUMINATED
DOUBLE-SIDED CABINET

Sign Type: 4 Quantity: 1



G R A P H I C S

Sign Manufacturer

1811 NW 1st Street OKC, OK 73106
(405) 524-SIGN (7446)

Project: Norman Transit Center

City/State: Norman, OK

Sales Rep: J. Turner

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CONTENT

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are for illustration purposes only
are subject to change according to
the approved message schedule.

REVISION LEGEND

REVISION

SYMBOL	REVISION DATE
1	
2	

APPROVAL

SIGNED:

4

3

2

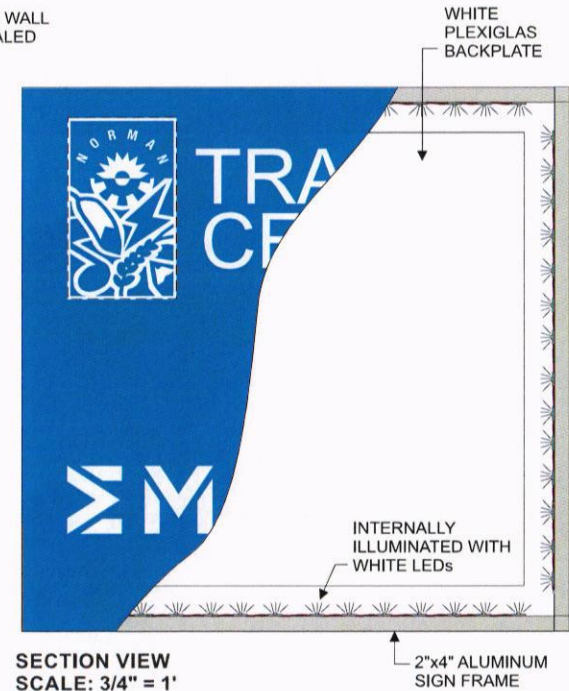
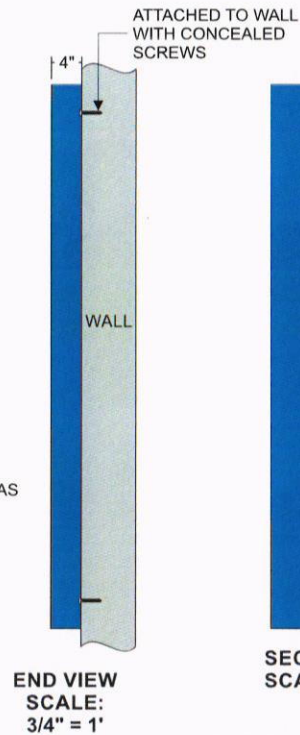
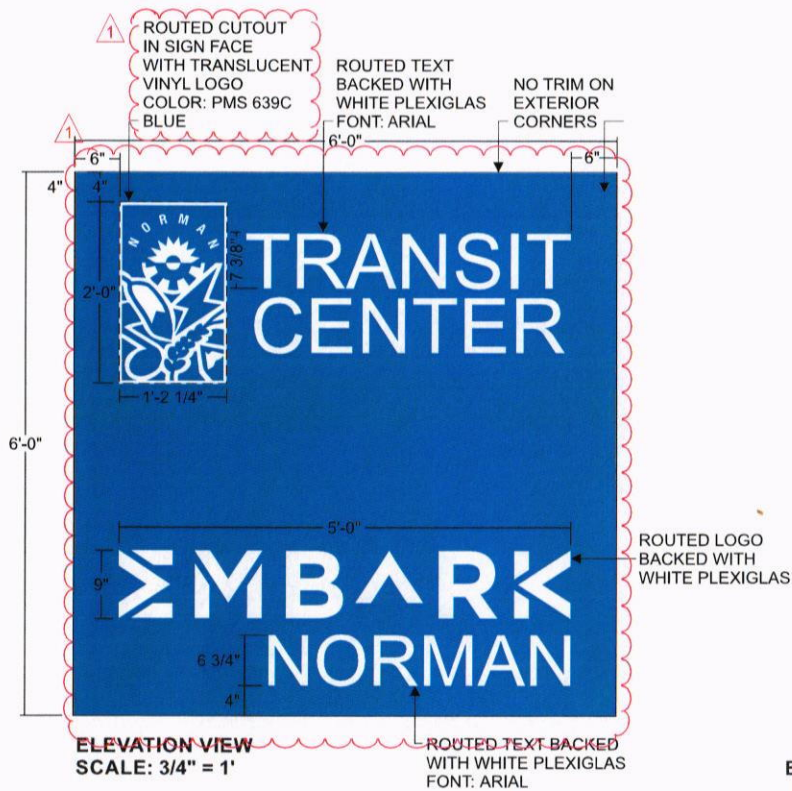
1



ILLUMINATED
DOUBLE-SIDED POLE SIGN

ALL LAYOUTS
SCALE: 3/4" = 1'

Sign Type: 3



Sign Manufacturer

1811 NW 1st Street OKC, OK 73106
(405) 524-SIGN (7446)

Project: Norman Transit Center

City/State: Norman, OK

Sales Rep: J. Turner

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REVISION LEGEND

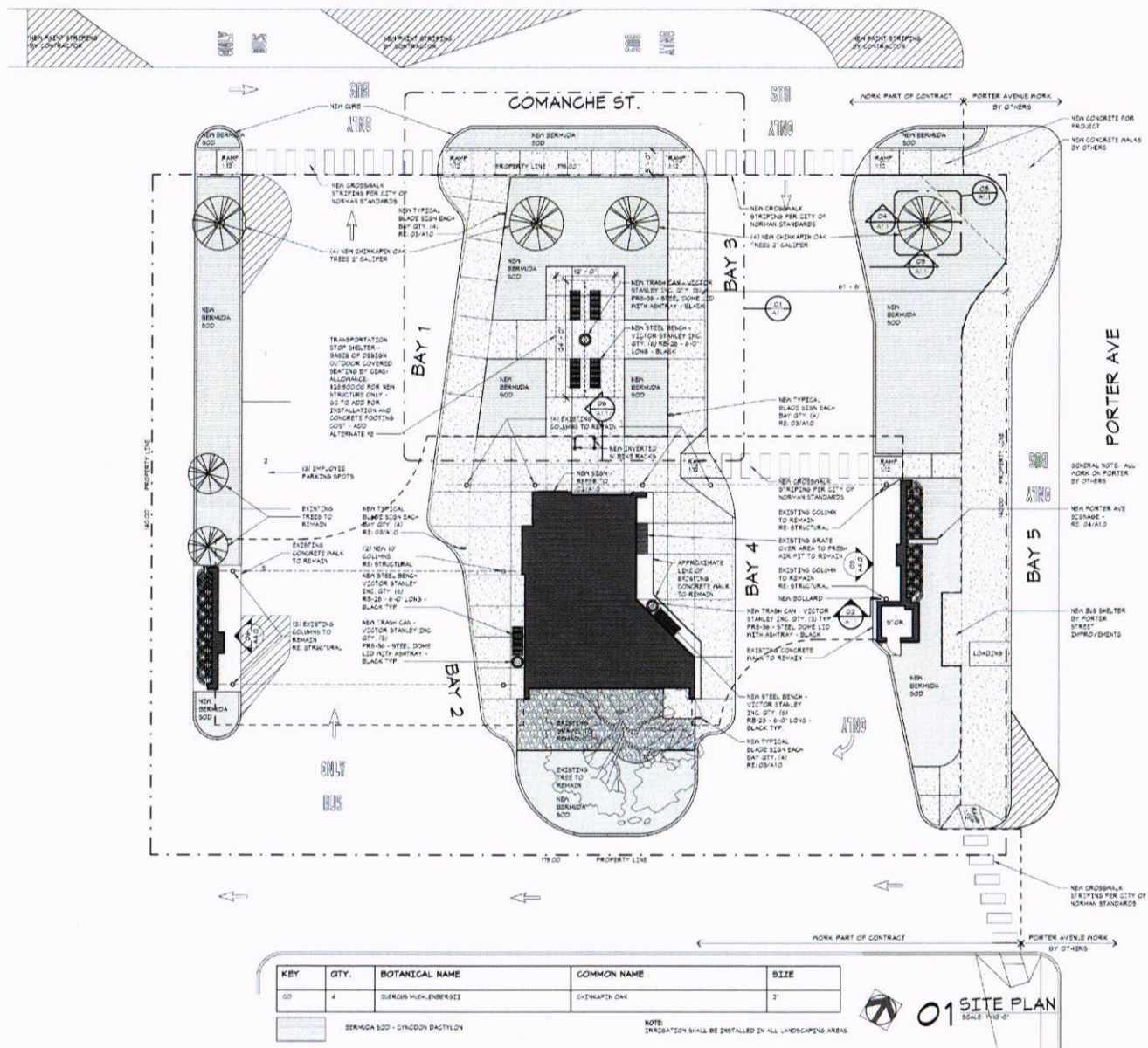
REVISION	
SYMBOL	REVISION DATE
1	4-24-23
2	

APPROVAL

SIGNED: _____

ILLUMINATED
WALL CABINET

Sign Type: 2 Quantity: 1



1811 NW 1st Street OKC, OK 73106
(405) 524-SIGN (7446)

Project: Norman Transit Center
City/State: Norman, OK
Sales Rep: J. Turner
Created: 3-16-23
Drawn By: M. Cleveland

REVISION LEGEND

REVISION	
SYMBOL	REVISION DATE
1	
2	

APPROVAL

SIGNED: _____

LOCATION PLANS



PERMIT SET

Pr

Norman Transit Center
318 E. Comanche Street
Norman, OK

Issue Date:	Revisions:	Date
12/08/22	No. Description	

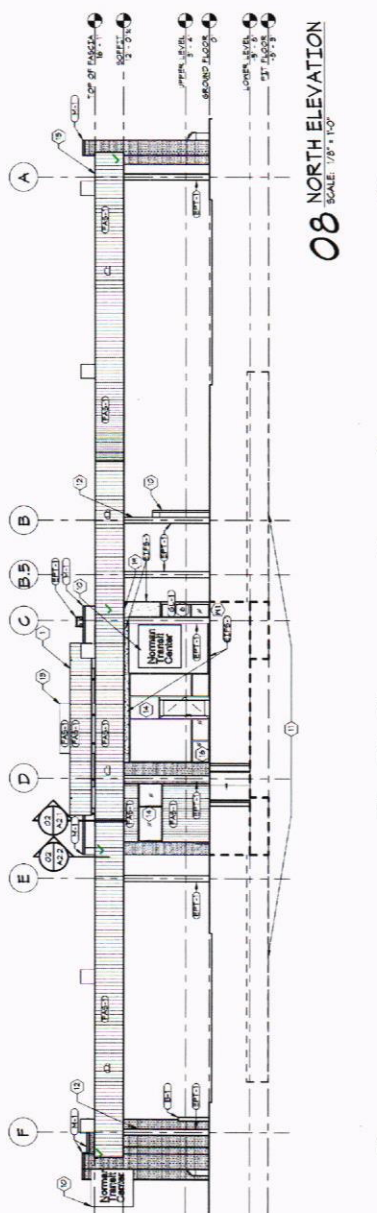
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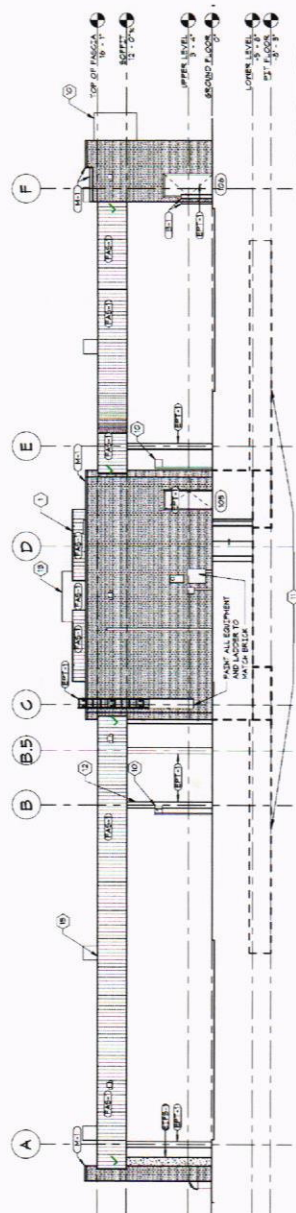
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Sheet Number

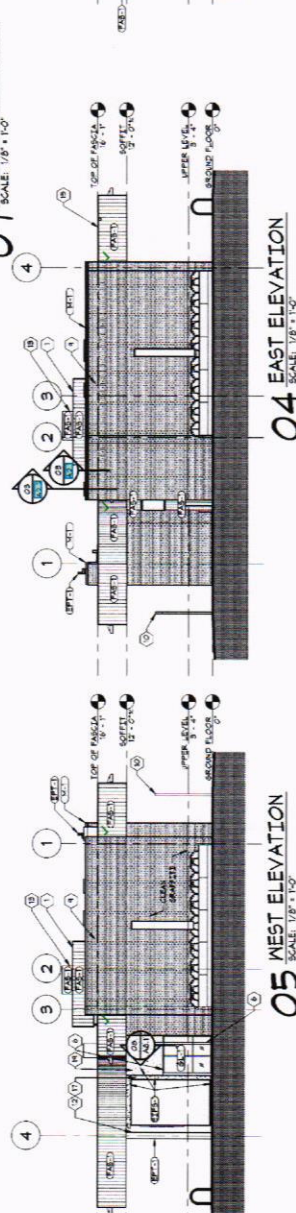
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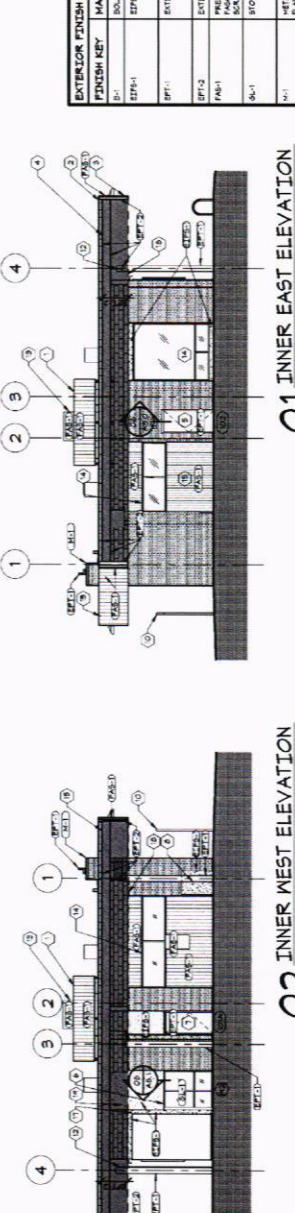
08 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



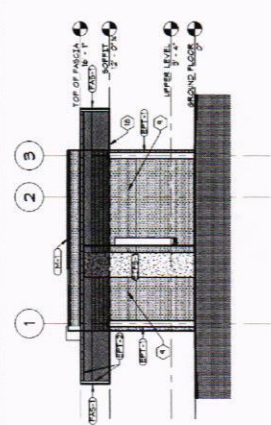
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SCALE: 1/8" = 1'-0"



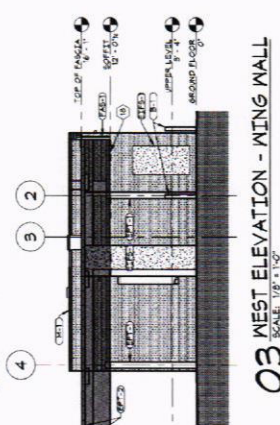
ITION



ELEVATION



06 EAST ELEVATION - WING WALL
SCALE: 1/8" = 1'-0"



03 WEST ELEVATION - WING WALL
SCALE: 1/8" = 1'-0"

[illegible]

