



TOMAH CHAMBER FOUNDATION

DOWNTOWN BUSINESS SIGNAGE PROGRAM

The Tomah Chamber Foundation, in collaboration with the City of Tomah, and Zingler Sign and Design, want to help beautify Tomah's downtown and increase awareness of the businesses in the downtown district. This program will help fund business signage in Tomah's downtown and walk you through the application process. For more information and application, please contact the Tomah Chamber & Visitors Center.

CONTACT:

Tomah Chamber Foundation



608-372-2166



tthompson@tomahwisconsin.com



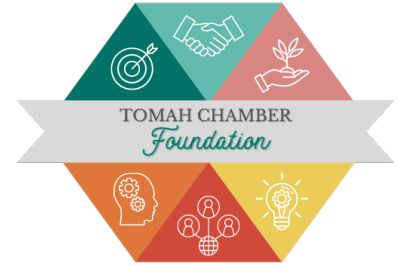
310 N. Superior Ave, P.O. Box 625
Tomah, WI 54660



tomahwisconsin.com



Tomah Chamber Foundation Downtown Business Signage Program



The Tomah Chamber Foundation, in collaboration with the City of Tomah, and Zingler Sign and Design, have developed a program to fund business signage in Tomah's downtown.

The purpose of this program is to help to beautify Tomah's downtown and increase awareness of the businesses in the downtown district. This application will help determine if the outdoor sign request falls within the program's scope and the City of Tomah's guidelines.

To be considered, applicants must have their physical business location in downtown Tomah. Downtown Tomah is defined as the streets south of Washington Street, north of Cameron Street, east of McLean Avenue, and west of Kilbourn Avenue; also including those properties south of Council Street, north of Holton Street, east of Kilbourn Avenue, and west of Woodard Avenue.

This program is a temporary program and may discontinue when funding has been exhausted or reallocated for other use, at the discretion of the Tomah Chamber Foundation Board of Directors. Signage permitting for downtown businesses are not exclusive to this program and can be funded and permitted outside of this program. Proper permitting with the City of Tomah is required regardless of how signage is funded.

Applications that are approved through Zingler Sign and Design will be billed directly to the Tomah Chamber Foundation. Applications that are not through Zingler Sign and Design must be paid for by the business owner and, if preapproved through this application, will be reimbursed by the Tomah Chamber Foundation, up to a preapproved and agreed upon amount.

Completing this application does not guarantee an approved application, permit, or funding. The Tomah Chamber Foundation, The Greater Tomah Area Chamber of Commerce, the City of Tomah, and Zingler Sign and Design are not responsible for any upkeep, maintenance, repair, or replacement of any business signage. All signage must be approved and permitted by the City of Tomah.

Roles and Responsibilities

The City of Tomah is the sole permitting authority. A portion of this application will be forwarded to the City of Tomah Zoning Director for consideration. Proper permits must be issued before any work can begin.

Zingler Sign and Design is the preapproved program contractor facilitating the design, installation of new signage, and possible deconstruction of old signage. Will display approved permit at time of sign installation.

The Tomah Chamber Foundation is the Downtown Business Signage program administrator and payor of approved signage and/or deconstruction of old signage. Will pay Zingler Sign and Design at time of invoicing or reimburse business owner after work is completed and paid receipts are provided (up to preapproved amounts.)

Application

1. Applicant Information

Business Name:

Business Address:

City, State, ZIP: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

2. Property Owner Information

Property Owner Name (if different from applicant/contact person):

Property Owner Address:

Owner Phone/Email: _____

3. Type of Application

- New Outdoor Perpendicular Sign
- Deconstruction / Removal of Existing Signage
- Both (Installation & Deconstruction)

If Deconstruction is selected, please describe existing signage to be removed:

4. Preapproved Program Signage

Is the sign requested for the business part of the preapproved program signage through Zingler Sign and Design?

Yes

No

5. Proposed Sign Details

To be completed if the proposed sign is not part of the preapproved program signage through Zingler Sign and Design.

Sign Dimensions (Height x Width x Depth): _____

Total Square Footage: _____

Sign Material(s):

Sign Frame or Mounting Type:

Illumination (if any): Yes No:

If yes, type of lighting: External Internal LED Other: _____

Sign Location on Building (include height above grade):

6. Contractor Information

Sign Contractor/Installer Name:

Phone/Email: _____

7. Estimated Costs

Estimated Cost of New Sign Installation: \$ _____

Estimated Cost of Existing Sign Deconstruction (if applicable): \$ _____

Total Project Cost: \$ _____

8. Authorization and Signatures

By signing below, I certify that the information provided is true and correct to the best of my knowledge. I understand that approval of this application does not constitute approval to begin work until all required permits have been issued.

Applicant Name (Printed): _____

Applicant Signature: _____

Date: _____

Property Owner Name (if different, printed):

Property Owner Signature (if different):

Date: _____

Required Attachments:

- City of Tomah Application for Sign Permit
- City of Tomah Design Standards Checklist/Application
- Completed Drawing/Rendering of Proposed Sign
- Existing Signage (if deconstruction is being requested)

For Office Use Only

Date Received: _____

Application No.: _____

Reviewed By:

Tomah Foundation Member

(3 Approvals Required to move forward)

Approved/Denied/Abstained

Approval Status: Approved Denied Additional Information Required:

Notes/Conditions:

Permit Issued Date: _____

Permit No: _____

Installation Date: _____

Invoice Paid Date: _____



819 SUPERIOR AVE
TOMAH, WI 54660
608-374-7511
CHANDY@TOMAHWI.GOV

APPLICATION FOR SIGN PERMIT

DATE: _____

PROJECT ADDRESS / LOCATION OF PROPOSED SIGN:

DESCRIPTION OF PROPOSED SIGN INSTALLATION:

Ground Wall Window Electronic Messaging Off Premise (Billboard)

Applicant's Name: _____ Phone Number: _____

Applicant's Mailing Address: _____

Applicant's Email Address: _____

Contractor Name: _____ Phone Number: _____

Contractor Address: _____

Contractor Email Address: _____

Attach to this application:

Complete drawing of the proposed sign

Location on the premises

Distance from lot lines

Dimensions for ALL proposed signs

Building frontages for wall signs only

Project address falls within the Downtown Core or Transitional Area in the Design District. See Downtown Design Map to verify, if yes, Downtown Design Standards Application is needed also.

Reviewed Sign Ordinance 52-150 Prior to Submitting Permit

**Does hereby apply for permission to place a sign, on the described premises, to comply with
City Ordinance # 52-150.
Permit fee of \$40.00.**

(Signature of Applicant)

(This section for office use only)

PERMIT: **GRANTED / DENIED**

Charlie Handy, Zoning Administrator

Date

Certificate of Appropriateness

City of Tomah: Building/Site Improvement Review Application for Certificate of Appropriateness

Address of Property:

Property Owner Name:

Property Owner Address (if different from Address of Property):

Street

Municipality

State

Property Owner Phone Number: (Home/Mobile):

Have you reviewed the Downtown Tomah Design Standards (if applicable)?

Yes No Not Applicable

Have you reviewed the City's Historic Preservation Ordinance (if applicable)?

Yes No Not Applicable

Is your property a historic site, in a historic district, or contain a historic structure?

Yes No

Scope of project to include: (Please check appropriate items.)

- | | | |
|---|--|--|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Siding | <input type="checkbox"/> Signage |
| <input type="checkbox"/> Building Addition | <input type="checkbox"/> Landscaping / Fencing | <input type="checkbox"/> Exterior Lighting |
| <input type="checkbox"/> Façade Restoration | <input type="checkbox"/> Parking / Rear Access | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Awning/Canopy/Shutters | <input type="checkbox"/> Doors, Windows, & Entrances | _____ |
| <input type="checkbox"/> Roofing | <input type="checkbox"/> Exterior Painting | _____ |

Briefly explain the proposed work: (Attach extra sheets if necessary.)

Certificate of Appropriateness

City of Tomah: Building/Site Improvement Review Application for Certificate of Appropriateness

Please submit the following information:

- One historical (if available) and one modern photograph of building
- Eight (8) copies of plans of proposed work, including color and/or material samples if appropriate.
- A completed downtown design standards checklist

Estimated total cost/budget for proposed project:

Do you have any questions or concerns?

I understand the criteria for this application, approval and reviews by the Plan Commission and/or Historic Preservation Commission (check with Zoning Administrator if unknown whom will review), and agree to be subject to the Downtown Design Standards and/or Historic Preservation Ordinance (if applicable) for the above described work in accordance with City ordinances.

Signed: _____ Date: _____

Property Owner / Applicant

FOR OFFICE USE ONLY

Received By: _____

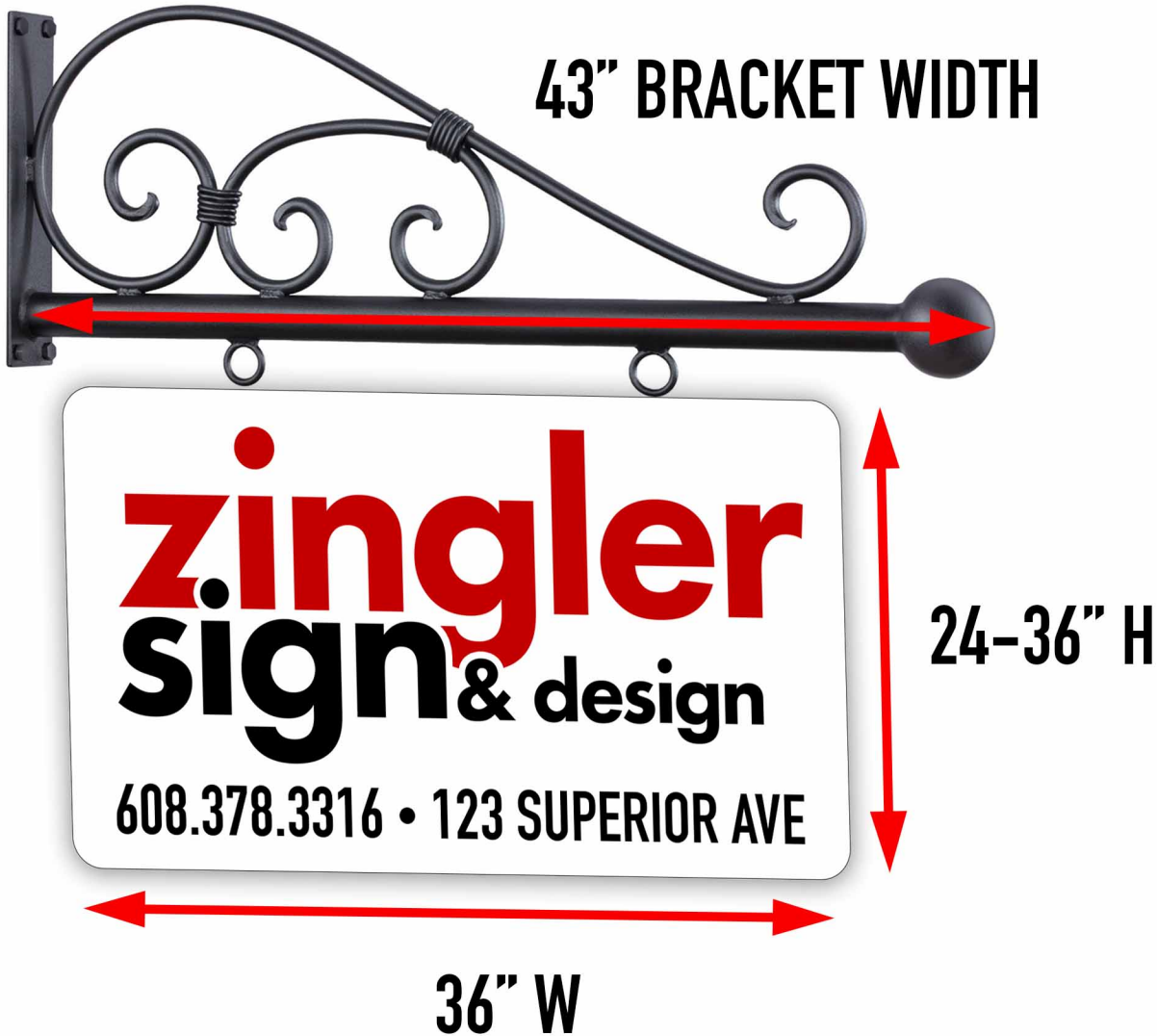
Date of Meeting: _____

Approved or Denied?: _____

Conditions of Approval
or Reasons for Denial: _____

Checklist

	Applicant	Staff / ZA	PC	
Sign Materials, Colors & Lettering Standards <input type="checkbox"/> N/A Comments (office use only): _____ _____ _____	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	1. Sign substrate is either MDO, Aluminum, or Aluminate. Acrylic material, if used, simulates metal or wood.
	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	2. The sign style, color and materials complement the character of the building and other signage.
	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	3. Highly reflective material is not used.
	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	4. The color tones between the sign's lettering/symbols and background have sufficient contrast to make the sign clearly legible.
	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	5. The main lettering and predominant background does not use fluorescent colors.
SITE DESIGN				
Street Relationship Standards <input type="checkbox"/> N/A Comments (office use only): _____ _____ _____ _____ _____	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	1. Downtown Core Only , primary structures will be built no more than 3-FT from the front property line, except a portion of the building may be set back per the following limitations: <ul style="list-style-type: none"> <input type="checkbox"/> The space provides an outdoor seating area, a hardscape plaza, or similar accessible pedestrian space, AND <input type="checkbox"/> 25%, or minimum of 10-FT, of the building width is built to the restricted setback, -AND- <input type="checkbox"/> Maximum setback of 10-FT.
	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	2. Transitional Area Only , primary structures will be built within 25-FT of the front property line.
	<input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>	3. There is at least one functional building entrance provided on the facade facing the (most prominent) street.



- 43" STEEL BRACKET
- 36"W X 24-36"H SIGN PANEL ON 3/4" HDU
- DOUBLE-SIDED CUSTOM GRAPHICS AND CONTOUR SIGN SHAPE
- INCLUDES DESIGN AND INSTALLATION
- INSTALL HEIGHT TO REMAIN CONSISTENT ALONG SUPERIOR AVE
- WE CAN SET-UP AN EASY ONLINE ORDERING SYSTEM

\$995.00

**zingler
sign & design**

THE
**SHIRT
SHOP**