



GARLAND

PLANNING

Zoning Sign

Any person, firm or corporation requesting a Change in Zoning or a Specific Use Provision will be required to post zoning signs no later than fifteen (15) calendar days prior to Plan Commission.

The applicant is responsible for hiring a sign company and purchasing a Zoning Sign and Frame. The sign must be placed by the applicant on the subject property, and ensure that it is visible from the Right-Of-Way. Planning staff needs to be notified after the sign is posted. The applicant will be required to update their case on the Zoning Sign Map within twenty-four (24) hours after posting the sign.

The sign shall remain standing until after the final scheduled meeting. The City of Garland is not responsible for monitoring the required zoning signs.

The applicant will be responsible for removing the sign from the subject property within ten (10) days after the final ordinance action by the City of Garland.

Instructions for Zoning Sign Map

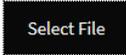
This step should be completed right after placing the Zoning Sign on the subject property. You may access the Zoning Sign Map from any electronic device. If you have any questions, please contact Denise Phillips at dphillips@garlandtx.gov

1. Take a picture of the sign placed on the property
2. Open the Zoning Sign Map from any device using the link <http://bit.ly/2rAlegi>
3. Enter Applicant's name, Applicant's Email, Case Number, Location of Sign, Proposed Use, Date of scheduled Plan Commission, Date of scheduled City Council, Number of Signs, and any additional notes.

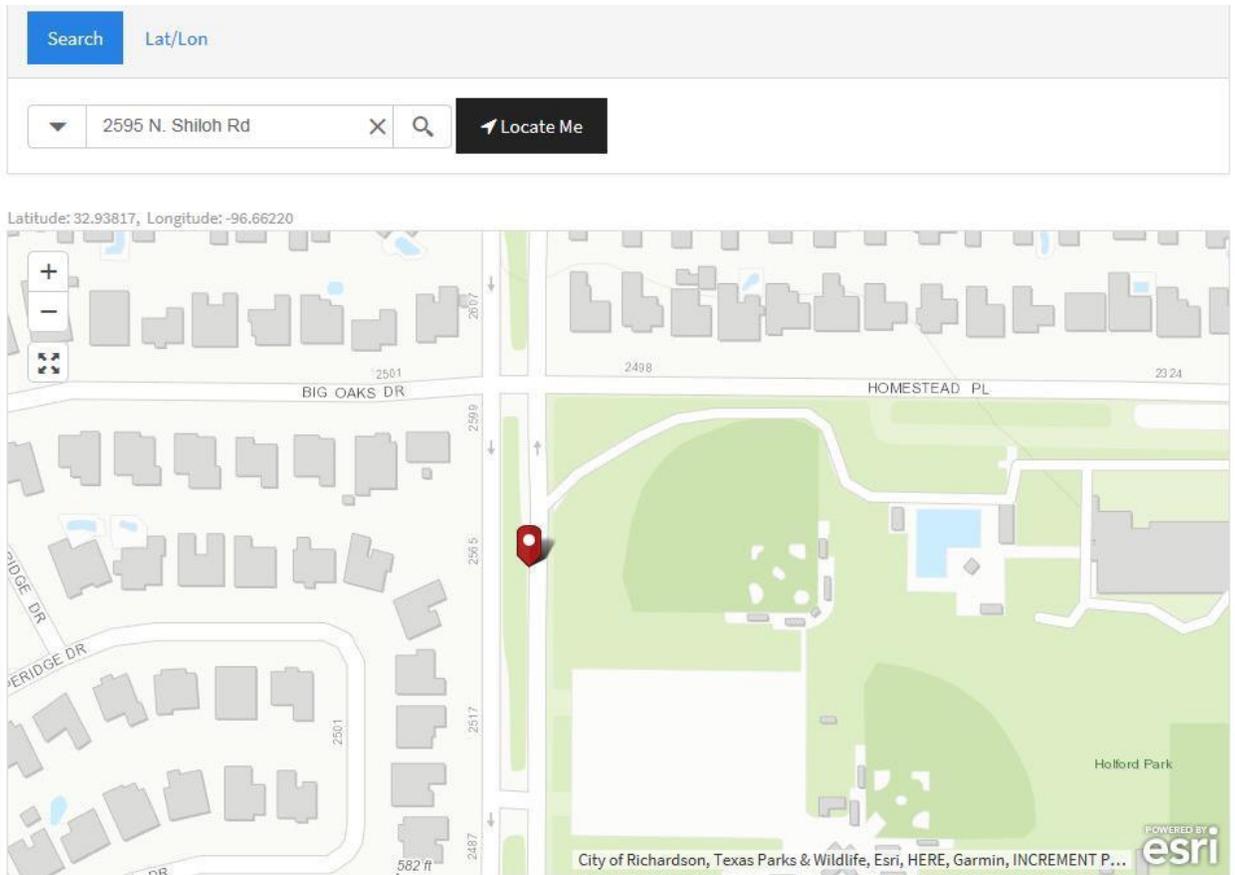
1. Enter Information

APPLICANT	Jane Doe
EMAIL	*****@gmail.com
FILE NO	123456-7
LOCATION	2595 N. Shiloh Rd
PROPOSED USE	Restaurant, Drive Through
DATE COMMISSION	 October 9, 2017 11:21 AM
DATE COUNCIL	 November 7, 2017 11:46 AM
NUMBER OF SIGNS	1
NOTES	This sign was posted on September 25, 2017

4. Upload the photo of the sign placed on the property

 Photo (required)		
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5. Under "Select Location", type the address in the search engine and drag the address point to the appropriate location.



3. Complete Form

Add this information to the map.



6. Click "Submit Entry"
7. You may view your submission after the picture is uploaded successfully.

Sign Dimension

The required dimension for the signs are 24 x 18. Applicants will need to follow to the sign template below.



**ZONING CHANGE
PROPOSED**

*FOR INFORMATION
CALL
(972) 205-2445
CITY OF GARLAND*