



THE TULALIP TRIBES

INFORMATION FOR SIGN PERMIT APPLICATION

Filing Procedure:

1. Send all submittal requirements to permits@tulaliptribes-nsn.gov

Note: Paper submittals can be accepted on a case by case basis if there is a hardship.

Submittal requirements:

1. SIGN PERMIT APPLICATION. Please ensure the application is signed and dated. Write "N/A" for those questions that do not pertain to your proposal.
2. PROPERTY OWNERSHIP DOCUMENTATION such as a Title or Lease to the property.
3. SITE PLAN. See example on page 2. Site plan must show existing structures, existing and proposed new signs, location of proposed signs, rights-of way and a legend identifying each sign and a North arrow.
4. ELEVATION DRAWINGS showing the sign with all dimensions.
5. INSTALLATION DETAIL, including the method of attachment.
6. LIGHTING METHOD – LED, HID, neon, incandescent, fluorescent, etc.
7. GENERAL LOCATION MAP. The map must show an area at least 500 feet in all directions from the project boundary.
8. STRUCTURAL DESIGN PLANS and SPECIFICATIONS shall meet the Tulalip Tribes Building Code standards as listed in Chapter 7.20 and Zoning Standards as listed in Chapter 7.125 (see www.codepublishing.com/wa/Tulalip/) and if the signs are located within Quil Ceda Village, their Design Guidelines for Signage shall also be followed (see attached).

Note 1: Your submittals will be reviewed by multiple Tribal Departments for consistency with Tulalip Tribal Codes. You are also required to contact the following departments before your permit can be released:

Tulalip Tax & Licensing Department (360) 716-4211

Tribal Employment Rights Office (360) 716-4629

Note 2: Depending on the nature of the proposal, other submittals may be required after review of your application such as:

- LANDLORD APPROVAL LETTER
- TOPOGRAPHIC MAP
- MITIGATION OR RESTORATION PLAN
- CULTURAL SURVEY
- TRAFFIC STUDY
- PROPERTY SURVEY



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SIGN PERMIT APPLICATION

Property Information (site of proposed activity)

Site Address:

Allotment #	Parcel #
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Nearest intersection:

Section:	Township:	Range:
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Current Use:	Vacant	Residential	Commercial	Industrial
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Other use:

Property Ownership

Property Owner(s):

Business Owner(s)	Primary Phone #
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E-mail address:

Mailing address:

Applicant Information

Applicant(s):

Primary Phone #	Tulalip Business License #
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E-mail address:

Mailing address:

Relation to property owner:

Sign Installation Area

- | | | | |
|---------------------------------|--|---------------------------------------|--|
| <input type="checkbox"/> Awning | <input type="checkbox"/> Interior Sign | <input type="checkbox"/> Pole | <input type="checkbox"/> Building Facade |
| <input type="checkbox"/> Ground | <input type="checkbox"/> Roof | <input type="checkbox"/> Under Canopy | |
| <input type="checkbox"/> Other | | | |

Sign Types

- | | | |
|---|--------------------------------|---|
| <input type="checkbox"/> Freestanding | <input type="checkbox"/> Blade | <input type="checkbox"/> Electronic Readerboard |
| <input type="checkbox"/> Bulletin Board | | |
| <input type="checkbox"/> Other | _____ | |

Proposed Sign Description

Market Value of Construction (Sign Cost & Labor):

Proposed Sign # 1 Square feet:

Proposed Sign # 5 Square feet:

Proposed Sign # 2 Square feet:

Proposed Sign # 6 Square feet:

Proposed Sign # 3 Square feet:

Proposed Sign # 7 Square feet:

Proposed Sign # 4 Square feet:

Proposed Sign # 8 Square feet:

Are the signs illuminated? If so, which one(s)?

Yes

No

Proposed sign #(s): _____

If illuminated, by what means?

LED

HID

NEON

INCANDESCENT

FLOURSESCENT

OTHER

I hereby certify that I have prepared this application and plans and that, to the best of my knowledge, the information provided is complete, accurate, and a true representation of the proposed development, I further attest that I have the authority to submit this application and agree to comply with any and all conditions of development permit approval. I agree to provide any additional information required and understand that if the scope of the project is modified, a new application may be required.

Applicant's Electronic Signature & Date

QUIL CEDA VILLAGE DESIGN GUIDELINES

- To have fences and walls designed such that they are as inconspicuous as possible and/or designed as an integrated and complimentary architectural design element adding interest to the overall architectural design concept.
 - To ensure that fences and walls do not, because of their height, location or design, contribute to a decrease in the safety and efficiency of traffic flows on-site or on fronting streets.
1. No fence or wall shall be constructed closer than 35 feet from the right-of-ways of 27th Avenue and Quil Ceda Way or closer than 25 feet from the right-of-way of other public off-site streets.
 2. Walls and fences between buildings and fronting streets are discouraged, but when necessary shall be designed as an integrated part of the overall architectural and site design. All material used shall be durable and finished in textures and colors identical to or complimentary with the overall architectural design.
 3. No fence or wall shall exceed a height of 5 feet except those used to screen refuse areas without the written permission of the Lessor.
 4. Walls and fences to be constructed subsequent to Construction Document Approvals but not included in the Construction Document Submittal shall be subject to both the Preliminary and Construction Document submittal process.

----->>>>> Signage

Intent

- To encourage signage that is both clear and of an appropriate scale for the project.
- To provide a comprehensive sign program that creates consistent design criteria for the entire Quil Ceda Village.
- To enhance the visual qualities of signage through the use of complimentary sizes, shapes, colors and methods of illumination.
- To provide signage guidelines that meets commercial tenant needs.

All signage must comply with the following guidelines:

1. Signage must utilize high quality design and materials, consistent with the design of Quil Ceda Village.
2. Signage shall be consistent throughout the design area and complement the building character (e.g., wall signs should avoid covering building columns, see Figure 14, page 33).
3. Signs may be fabricated of mixed media, including metal reverse-illuminated letters, suspended neon letters, illuminated individual letters, signs etched or cutout of solid material such as wood or brass and illuminated from behind.
4. Non-illuminated and mixed media signs are subject to approval by the Lessor.
5. Awnings may have no verbiage other than the tenant name they serve. The area of the verbiage counts against the gross sign area allowable for the tenant. Awnings within internal pedestrian plazas and not visible from the freeway, park arterial streets, or neighboring parcels are exempt from this criteria. All awnings are subject to approval by the Lessor.
6. **The following signs are prohibited:**
 - Backlit translucent awnings.
 - Pole-mounted pylon signs except for those used as on-site directional signs (refer to definition in terminology section)

QUIL CEDA VILLAGE DESIGN GUIDELINES

- Signs employing moving or flashing lights.
 - Signs employing exposed electrical conduits, raceways, ballast boxes or other equipment.
 - Signs with luminous plastic letters (other than channel letters with metal sides and Plexiglas faces)
 - Audible or odor producing signs.
 - Cardboard, plywood and fabric signs.
 - Roof-mounted and temporary type signage, such as banners, etc. (note: temporary signage for special occasions will be permitted, subject to the Lessor's approval of both design and duration of display).
 - Internally lit or "box" signs are not permitted except for irregular curvilinear box signs (i.e. logos) subject to approval from the Lessor.
 - Off-premises signs
7. Cinemas may have changeable letter signage.
8. On-site monument signs (refer to definition in Terminology section) shall be limited to the primary customer driveway entrance points and shall not interfere with vehicular visibility/circulation.

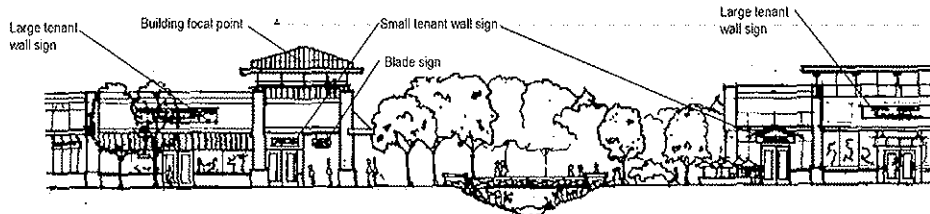


Figure 14: Consistent Signage Adds to the Visual Quality of the Buildings

Building Mounted Tenant Signage

For purposes of these guidelines, Small Tenants shall be those having less than 15,000 square feet of leased area and Large Tenants shall be those having a leased area of 15,000 square feet and greater.

Small Tenant Signage Requirements

- Maximum signage area is calculated at 5% of facade area or 30 sq. ft. whichever is greater. Refer to terminology section for façade area and signage area definitions.
- Each Primary Pedestrian Street frontage is calculated separately.
- Maximum area calculation shall not transfer to other storefronts on other building elevations.
- For building with multiple tenants and/or multiple floors the façade area shall be measured from floor-to-floor and demising wall to demising wall for each tenant.

Example: Storefront Area Dimensions: 12' x 30' = 360 sq. ft. x 5% = 18 sq. ft. yielding a 30 Sq. Ft. allowable sign.

Large Tenant Signage Requirements

- Maximum Signage area is calculated at 5% of facade area.
- Maximum area calculation shall not transfer to other storefront on other building elevations.
- Each Primary Pedestrian Street frontage is calculated separately.

QUIL CEDA VILLAGE DESIGN GUIDELINES

- "Façade area" is defined in the terminology section and Storefront area is defined under the small tenant signage requirements section above.

Example: Area Dimensions: 25' x 180' = 4,500 x 5% = 225 sq. ft. of signage allowed.

Placement

1. Wall signs for retail shops shall be located in the storefront area above door height. At building focal points, wall sign top cannot exceed building typical wall height except as approved by the Lessor.
2. Signs shall be centered between architectural elements and between columns to allow building architecture to be expressed. Signs need not be centered on lease premises (see Figure 15, Page 35).
3. Signs shall be compatible in scale and proportion with building design and other signs.
4. Signage may be placed facing streets. Tenants are allowed signs on facades facing a street. The sign for each facade is calculated separately and shall conform to all applicable maximum area limitations. Calculated maximum areas are not transferable to other facades. Each tenant is allowed to place signage on no more than two facades except if approved by the Lessor. Exception: Buildings on pad sites are allowed signs on all facades facing streets and/or primary parking areas.
5. Blade signs hang from the canopy, arcade or building front and are perpendicular to the building facade and may be utilized for increased locatability.
6. Upper level tenants and large tenants may have signs located above the storefronts and below roofline or cornices, subject to the Lessor's approval.
7. Consideration will be given to oversized signage for large tenants, with lease areas of at least 50,000 square feet to maintain visibility from Interstate 5; however, these signs must enhance the character of the project.

Sign Limitations

1. Individual letters and logos have no specific height limitations.
2. Length of the signs shall not be more than two-thirds of the overall leased façade width or be closer than three feet (3'-0") to centerline of demising wall of leased premises.
3. Wall-mounted signs shall not project more than six inches (6") from building.
4. Hanging Blade signs shall not have an area of more than 3 square feet or exceed 2" in thickness. Blade sign area is not included in signage area. Bottom of blade sign shall not be lower than 8' above adjacent ground plane.

QUIL CEDA VILLAGE DESIGN GUIDELINES

5. Incidental (Service/secondary) signage shall have a maximum area of 2 square feet. These signs are non-commercial in nature, intended primarily for the convenience of the public. Examples of these types of signs are as follows: signs designating restrooms, address numbers, directories, hours of operation, entrances to buildings, directions, public telephones, etc.

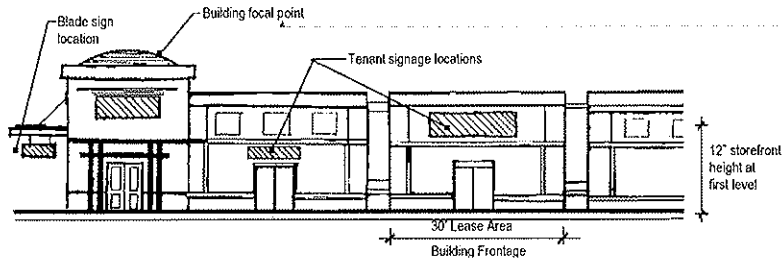


Figure 15: Building Signage Placement Options

Lessor's Environmental Graphic Design Elements

Placement

1. Environmental Graphic Design Elements include directional signage and street name markers, pedestrian trail markers, project tenant directories, kiosks, theme elements, and miscellaneous exterior site signage. The design and placement of these elements shall be by the Lessor and will share consistent design patterns and express the character of Quil Ceda Village.
2. Environmental Graphic Design Elements shall only be placed by the Lessor. No other environmental signage is permitted.
3. The Environmental Graphic Design Elements of Quil Ceda Village shall be coordinated throughout the site. Information and directional signage shall be integrated whenever possible.
4. Directional signage may be provided to direct traffic to and from parking areas.
5. Pedestrian trail/routes shall be identified (i.e. bicycle paths)

Access and Drive Locations

Intent

- To locate access drives such that vehicular traffic arriving at and leaving from lots or parcels, as well as traffic passing continuously in the streets, flows at an optimum level of efficiency.
 - To create continuity of street-side plantings and utilities located in the landscaped street setbacks which area only minimally disrupted by the construction of access drives.
1. Access to lots or parcels shall be coordinated with adjacent developed lots or parcels so as not to impede the efficient flow of peak period traffic. Consideration will be given to adequate separation of adjacent access drives or the development of common access drives.