



# Building Department

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Douglas County Building Department  
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## Plan Review Checklist for Wall Mounted Sign Installations

This minimum completeness checklist applies to wall surface mounted signs only that are being proposed to attach to an existing building wall. Because of the 95 mph wind speed requirements, all other signs including, but not limited to, pole mounted, signs that cantilever from walls or structures will require engineering calculations and structural design details stamped by a licensed engineer.

The following minimum information must be included on the plans prior to plan review:

- Existing wall construction specified that sign will be anchored to (ie. 2x6 studs @ 16"o.c., masonry, or concrete wall, etc.). Please include siding material and thickness as applicable.
- Sign dimensions
- Sign weight
- Anchor product specifications including bolt type and product information (showing allowable loads). Specify stainless steel or galvanized material if exposed to the weather.
- Bolt diameter and bolt length clearly specified on the plans
- Minimum bolt embedment depth into the existing construction
- Indicate spacing of anchors or provide a bolt layout plan (elevation view). Note: for wood framed walls, bolts must be spaced to anchor directly to the existing stud framing.