



# City of Durham

17160 SW Upper Boones Ferry Rd.  
Durham, Oregon 97224

## COMMERCIAL SIGN PERMIT APPLICATION

Website: [www.durham-oregon.us](http://www.durham-oregon.us)  
e-mail: [cityofdurham@comcast.net](mailto:cityofdurham@comcast.net)  
503.639.6851

Permit No: 478-25

Business Applicant:		Sign Company	
Name:	<u>Graphic Information Systems, Inc.</u>	Name:	
Company: <small>DBA</small>	<u>GISI Marketing Group</u>	Company:	<u>GISI Marketing Group</u>
Address:	<u>17300 SW Upper Boones Ferry #130</u>	Address:	<u>same</u>
City, State, Zip:	<u>Durham, OR 97224</u>	City, State, Zip:	<u>same</u>
Phone:		Phone:	<u>same</u>
Email:		Email:	<u>same</u>
Business License:	<u>2279-10</u>	Business License:	<u>2279-10</u>
<p>I hereby certify that this application contains no misrepresentations or falsifications and that the information given is true and complete to the best of my knowledge and belief. I agree to erect this sign in accordance with the attached description and approved plans, and in accordance with the Sign Ordinance of the City of Durham (Durham Development Code, Chapter 6) and Durham Planning Commission Orders. I understand that a separate building permit may be required to erect the sign.</p>			
Business Owner: _____		Sign Company: <u>GISI Marketing Group</u>	
Date: <u>12/2/2025</u>		Date: <u>12/2/25</u>	
<p>Permit Issuance is contingent upon compliance with the current City sign regulations and conditions originally imposed on the individual development by the Design Review Board and Planning Commission. The Planning Commission will consider this sign application at the first regular meeting after the application is deemed complete. Applicants are requested to attend the meeting.</p> <p>Additional planning fees may be applied if deemed necessary to determine compliance with city regulations and final Planning Commission conditions.</p>			
<b>Sign Information</b>			
Site Address: <u>17300 SW UPPER BOONES FERRY RD. #130</u>		Current Zoning: _____	
Application for:		Comprehensive Sign Program <input type="checkbox"/>	
New Sign <input checked="" type="checkbox"/> Replacement <input checked="" type="checkbox"/> Face Change <input type="checkbox"/>			
Check all that apply:	<b>FREE STANDING</b> Monument <input type="checkbox"/> Directory <input type="checkbox"/> Plot Plan is required.	<b>ATTACHED</b> Business Identification <input checked="" type="checkbox"/> Directory <input type="checkbox"/> Elevation Drawing is required.	Attach two color renderings of the proposed sign, showing its correct dimensions, colors, materials, script, and graphics. A site plan and/or building elevation drawn to scale that includes vision clearance is required. If requested, supply material samples representing the sign's color and texture.
<b>PROPOSED SIGN</b> Total Height: <u>30"</u> Total Width: <u>115"</u> Size (H x W): <u>23.95</u> sq. ft. Adjacent Wall Area: <u>105</u> sqft    Sign Thickness: <u>2"</u> inches Letter Size: <u>19" x 6"</u> Letter Style: <u>sans serif</u> Letter Color: <u>navy/RED</u> Materials: <u>ACRYLIC, DIBOND ACM, hardware (screws, etc.)</u> Property frontage: _____ ft. on (street) <u>Upper Boones Ferry Rd.</u>			



**Proposed Sign**



**Existing Sign**