

Required information for applications for new signs in Historic Districts

All applications are now submitted online using the City's online permitting system [STREAM](https://stream.a2.gov.org) (<https://stream.a2.gov.org>).

To Apply for work in a Historic District:

1. Go to [STREAM](https://stream.a2.gov.org) (<https://stream.a2.gov.org>)
2. Click **Apply**
3. In the search box at the top of the page, start typing Historic District Certificate of Appropriateness
-- or --
click **Plans** and scroll to find Historic District Certificate of Appropriateness.
4. Once you begin the application, it will ask you to choose from Minor (staff approval) or Major work. Choose Minor.
5. Follow prompts to complete the application.

The following are required to be included as an upload in your STREAM application.

- Photo(s) of existing conditions
- Rendering of proposed sign, including materials and dimensions
- Mounting description
- Illustration of proposed sign on the building (superimposed on a photo(s) or elevation drawing(s)) including distance from ground and nearby architectural features if appropriate
- Illustration showing alignment with neighboring storefront signs or design elements (photo(s) or drawing(s))
- For illuminated signs: location of conduit and junction box. For a staff approval, junction boxes may not be visible and conduit must be the minimum length necessary. Reusing existing wall penetrations in brick is usually preferable to new penetrations.

General information:

- Signs may not be internally illuminated.
- Signs must be mounted through masonry joints, not masonry units (brick/block/stone). This must be noted on drawings when applicable.
- Pedestrian scale blade/bracket signs must not exceed 4.5 square feet per face.
- New signs require a sign permit, building permit, and, if illuminated, an electrical permit.

Contact Staff (email or call 734-794-6265 to reach Jill Thacher, jthacher@a2gov.org, or Mia Gale, mgale@a2gov.org) for assistance with applications.