[SIGNAVERO / SITE SURVEY]

Site survey checklist.

Every measurement, every photo angle, every code consideration that prevents an install-day re-mobilization. The checklist the Signavero network actually uses.

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Six sections. Six questions every survey needs to answer.

01. Measurements
02. Photographs
03. Surface assessment
04. Electrical availability
05. Access constraints
06. Visibility and permit feasibility

Measurements

Measure once at the surveyor’s pace; remeasure on install day at crew pace. The first set is what fabrication runs against; the second is what the install crew confirms.

01 **Mounting surface dimensions**

Overall extent of the facade or wall, plus the proposed sign placement zone, measured with a laser distance meter to 1/8-inch tolerance. Capture obstructions (windows, vents, conduit) inside the placement zone.

02 **Clearances and setbacks**

Distance from grade, distance from neighboring tenants’ boundaries, distance from windows and doors. Required for code feasibility on most permits.

03 **Sightlines to approach roads**

Measured from the most distant point a driver can read the sign, both directions. Determines effective letter height and viewing-angle calculations.

04 **Elevation drawing**

A measured elevation of the mounting surface with the proposed sign sketched in, scaled. PDF or DWG depending on the program preference.

Photographs

Photos are not documentation if they cannot be tied back to the measurement. Key every photo to a callout on the measured drawing.

01 **Approach-angle photos**

From the most-distant approach road, mid-approach, and at-arrival. Day and dusk where exterior illumination is in scope.

02 **Elevation photos**

Straight-on photo of the mounting surface, full-frame and centered. The reference photo every fabrication drawing gets overlaid on.

03 **Surface close-ups**

Substrate, texture, paint condition, evidence of previous mounting holes, any damage or imperfection in the placement zone.

04 **Electrical and access details**

Existing electrical panel, conduit pathways, access doors, dock height, lift clearance, after-hours entry route.

Surface assessment

The substrate determines the mount hardware, the film chemistry, and whether the install needs primer. A surface call wrong at survey is a re-mobilization on install day.

01 **Substrate identification**

Stucco, brick (smooth or rough), painted concrete, EIFS, drywall, metal panel, glass, or composite — identified and photographed.

02 **Surface condition**

New, weathered, chalking, flaking paint, repaired patches, prior mounting holes, evidence of moisture migration. Captured in writing in the survey narrative.

03 **Paint chemistry (where relevant)**

Latex, acrylic, alkyd, elastomeric. Determines whether vinyl will bond cleanly or whether the surface needs primer or paint replacement.

04 **Adhesion test patch (where uncertain)**

A small applied test patch of the spec’d film, left 7-14 days, then peel-tested. Cheaper than discovering bonding failure on 200 storefronts.

Electrical availability

Illuminated and digital signage live or die on electrical access. The survey is when the answer gets documented, not the install day.

01 **Existing circuits**

Identify the panel feeding the signage zone, the breaker capacity, the circuit number, and any shared loads on the breaker.

02 **Amperage and load calc**

Estimated load of the proposed sign vs available capacity. Where capacity is insufficient, scope the upgrade or sub-panel install at survey.

03 **Conduit pathway**

Run from the panel to the sign location, with concealment plan where the run is exposed. Distance noted; long runs cost more.

04 **Disconnect location**

Required by most municipal electrical codes within sight of the sign. Documented placement at survey, not specified on install day.

Access constraints

Crew planning depends entirely on access. Lift clearance, dock height, freight elevator restrictions, and after-hours protocols all change the install bid.

01 **Lift clearance**

Headroom and turning radius for scissor or boom lift, where exterior install is over 12 feet. Photograph the path from the dock or staging area to the install location.

02 **Dock height and freight access**

Where freight enters: dock height, door dimensions, freight elevator capacity if interior, after-hours entry protocol.

03 **After-hours building access**

Property-management contact, badge or key access, security protocol, fire-alarm bypass requirement. The piece that decides whether overnight installs are feasible.

04 **Crew parking and staging**

Where the crew vehicles park, where kits stage during install, and any restrictions on dropping pallets in the loading zone.

Visibility and permit feasibility

The two questions that decide whether the install is worth the effort: will anyone see it, and will the city let us do it?

01 **Visibility study**

Sightline analysis from approach roads and adjacent parking, accounting for landscaping, neighboring buildings, and obstructions. Determines whether the proposed sign size and position deliver the brand read.

02 **Code feasibility flag**

Surveyor’s note on anything that may require a variance — sign height, area, illumination, setback, district overlay (historic, coastal, planned-community).

03 **Landlord / HOA approval pathway**

Property-management or HOA architectural-review-board process documented, with the timeline expectation captured.

04 **Permit cycle expectation**

Typical permit timeline for the municipality, flagged for the program lead — so the master schedule reflects the worst case, not the optimistic case.