

<p>TYPE OF SIGN:</p> <p><input type="checkbox"/> Off-Premise Directional (19.18.090(A)) - \$300/sign</p> <p><input type="checkbox"/> On-Premise Directional (19.18.090(B)) - \$300/sign</p> <p><input type="checkbox"/> Directional Sign Panel (19.18.090(A)&(B)) - \$50/panel</p> <p><input type="checkbox"/> Model Home/Sales Office (19.18.090(C)) - \$150/sign</p> <p><input type="checkbox"/> Sign Renewal (19.18.090(D)) - \$50/sign</p> <p><input type="checkbox"/> Fee Received</p>
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DEVELOPMENT INFORMATION SIGN PERMIT APPLICATION
UPDATED JUNE 24, 2008

Applicant & Sign Information

Project name: _____

Property owner: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

E-mail address: _____

Authorized agent: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

E-mail address: _____

Location or address of proposed sign: _____

Area of sign (Square Feet): _____ Height of sign (Feet): _____ Duration of sign: _____

Supporting Materials

The following materials are required to be submitted with this completed application:

1. New Directional Sign.
 - a. Scaled drawings of all proposed signs, including all sign panels. Drawings must indicate the dimensions and sizes of all proposed signs, proposed sign materials and colors, and any other pertinent information. Signs must conform to the design approved by the City as shown in Figures 25 and 26 in Code Section 19.18.090.
 - b. Scaled site and landscaping plans showing the location of the proposed sign.
 - c. Letter of consent and/or a copy of the lease agreement from the owner of the property on which the sign will be placed.
 - d. Application fee (\$300/sign) as set forth in the fee schedule adopted by the City.

2. New Directional Sign Panel.
 - a. Scaled drawing of the proposed sign panel. Drawings must indicate the dimensions and sizes of all proposed signs, proposed sign materials and colors, and any other pertinent information.
 - b. Scaled site plan showing the existing directional sign on which the panel will be placed.
 - c. Letter of consent from the original owner of the directional sign.
 - d. Application fee (\$50/sign panel) as set forth in the fee schedule adopted by the City.
3. Model Home/Sales Office Signage.
 - a. Scaled drawings of all proposed signs. Drawings must indicate the dimensions and sizes of all proposed signs, proposed sign materials and colors, and any other pertinent information.
 - b. Scaled site plan showing the locations of all proposed signs.
 - c. Application fee (\$150/sign) as set forth in the fee schedule adopted by the City.
 - d. All model home or sales office signs shall be identified with a sticker issued by the City and placed in a visible location on the sign.
4. Development Information Sign Renewal.
 - a. Scaled drawings of all proposed signs and sign panels which are proposed for an extension.
 - b. Scaled site plan showing the locations of all signs proposed for an extension.
 - c. Documentation from each builder/developer and for each development indicating the total number of lots/homes within the development and the number of lots/homes still available for sale.
 - d. Recent photographs of all signs proposed for an extension. Staff will complete an inspection of the signs prior to granting an extension. The City may require signs which appear in poor condition to be repaired or replaced.
 - e. Application fee (\$50/sign) as set forth in the fee schedule adopted by the City.

Applicant Certification

I certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that The City of Saratoga Springs may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Saratoga Springs Land Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. Additionally, I agree to reimburse the City of Saratoga Springs all amounts incurred by the City in excess of the base fee required by the Consolidated Fee Schedule to review and process this submitted application and agree to comply with Resolution No. 99-01218-01. I also agree to allow the Staff,

Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicant's Signature: _____ Date: _____

Property Owner/Manager's Signature: _____ Date: _____