

LAND USE:

- Office (19.18.080(B))
- Retail (19.18.080(C))
- Residential (19.18.080(D))
- Institutional/Public Facility (19.18.080(E))

- Fee Received - \$150/sign



PERMANENT SIGN PERMIT APPLICATION
UPDATED APRIL 2013

Applicant & Sign Information

Project name: _____

Property owner: _____

Address: _____

Phone: _____ Cell: _____

E-mail Address: _____

Applicant / Authorized Agent: _____

Address: _____

Phone: _____ 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. Scaled drawings of all proposed building and ground signs. Drawings must indicate the dimensions and sizes of all proposed signs, type of illumination, proposed sign materials and colors, and any other pertinent information.
2. Scaled site and landscaping plans showing the location of all proposed ground signs including internal directional signs.
3. Scaled building elevations showing the location and size of all proposed building signs.
4. Application fee (\$150/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. R 08-21 and R 11-22. 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 Signature: _____ Date: _____