

TOWN OF IGNACIO
APPLICATION FOR SIGN APPROVAL

Incomplete information may delay your sign approval.

1. Owner of the proposed sign and contact information:

NAME	ADDRESS	PHONE#
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2. Name of Business:

3. Proposed location for the sign

4. Type of sign (for example, free-standing, mural, affixed, etc.). CIRCLE ONE

5. Type of lighting (for example, internal, external, none, etc). DESCRIBE.

6. Size of sign(s) and size of frontage.

LENGTH of frontage: _____

SIZE of sign: _____

7. **Contractor's name, if known at this time. ALL contractors within the town boundaries must have a current contractor license issued by the town.**

8. A color drawing or illustration of the proposed signage, including all verbiage and imagery to be incorporated with sufficient detail that it accurately represents what will become the finished product. In the case of an existing sign, a color photograph of the sign shall be included. ATTACH.

Staff Approval _____

Date _____

SIGN CODE IN BUSINESS DISTRICT

3-7-1.2 What this code covers

This sign code covers all signage that is intended to be viewed by the public from the exterior of a building or public right-of-way. This includes, but is not limited to affixed and free-standing signage exterior to a building, signage placed within a window, banners, murals, exterior bulletin boards and posters. It does not cover interior signage that is generally not viewable from the exterior. With the exception of signage placed on the inside of a window, it does not cover signs less than 144 square inches or 1 square foot (example, 12-in. x 12-in.).

3-7-2.3 Sign Approval Application shall be made using the form provided by the Town of Ignacio planning staff. The application will include the following information:

- 1) Owner of the proposed sign and contact information.
- 2) Proposed location for the sign.
- 3) Type of sign (for example, free-standing, mural, affixed, etc.).
- 4) Type of lighting (for example, internal, external, none, etc).
- 5) Size of sign(s) and size of frontage.
- 6) A color drawing or illustration of the proposed signage including all verbiage and imagery to be incorporated with sufficient detail that it accurately represents what will become the finished product. In the case of an existing sign, a color photograph of the sign shall be included

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3-7-2. Sign permits and fees

Compliance of new signs will be reviewed at the time of a new or annual renewal of the business license. Business owner will bring size(s) of sign(s) and size of frontage with the application for approval. The planning staff will review for compliance to code and if approved or not notify the owner. A sign is in non-conforming if not approved by planning staff.