



# Sign Permit / Planned Sign Program Application

Name of Business \_\_\_\_\_

Address \_\_\_\_\_

Shopping Center or Legal Description \_\_\_\_\_

Property Owner:

Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Sign Company:

Contact \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

### Required Exhibits:

**Please submit 3 copies of each of the following:**

- The approved site plan showing all existing or approved buildings with the dimensions of building frontage and square footage for each building on site.
- For wall signs, building elevation drawing or sketches indicating the exterior surface design details of all buildings on the site.
- Drawings or photo simulation, to scale, indicating the size, materials, method and intensity of illumination, height, color, sign area, and general location of all signs.
- For freestanding signs, engineered footing plans of caissons.
- For buildings whose tenants have not been determined, the location, materials, method and intensity of illumination and maximum area for each sign that an individual business will be allowed to display.
- Exhibit A (Sign Information)

**Review Fee:** *(payable to the Town of Foxfield)*

- \_\_\_ Planned Sign program:      \$200.00
- \_\_\_ New Sign:                      \$75.00
- \_\_\_ Face Change:                 \$35.00

**\* A BUILDING PERMIT MAY BE REQUIRED! ARAPAHOE COUNTY BUILDING MUST BE CONTACTED PRIOR TO ANY SIGN BEING APPROVED FOR INSTALLATION.**

For Official Use Only – Foxfield Planning Staff

Approval/Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_