

# OFF-SITE SUBDIVISION SIGN APPLICATION FOR JOINT USE AND MASTER PLANNED SINGLE-USE DIRECTIONAL SIGNS

**Submittal Requirements:**

Three sets of plans shall be submitted to the Planning Division, along with this completed application form and a non-refundable \$167.00 application fee. Sign Plans shall illustrate sign type, number, location, size, colors and materials, and type of illumination (if any) for all off-site subdivision signs.

Please Complete All Applicable Information Below (Attach additional forms if necessary):

Applicant's Name:	Phone:	Fax:
Applicant's Address:		
Property Owner's Signature/Authorization:		Date:
Name of Subdivision (if applicable):		
<b>Joint-Use Subdivision Directional Sign(s)</b>		
Number of Signs: _____		
Sign Area: _____		
Sign Height: _____		
Sign Location: _____		
<b>Subdivision Directional Sign(s) for Master Planned / Specific Plan Communities</b>		
Number of Signs: _____		
Sign Area: _____		
Sign Height: _____		
Sign Location: _____		
<b>Application Fee: \$167.00</b>	<b>Receipt #:</b>	<b>Sign Permit #:</b>
<b>Planning Department Approval:</b>		<b>Date:</b>
<b>Public Works Department Approval (if located in r-o-w):</b>		<b>Date:</b>
<b>L&amp;L District Manager Approval (if located in L&amp;L District):</b>		<b>Date:</b>
<b>Sign Permit Conditions:</b>		
<ol style="list-style-type: none"> <li>1. Prior to installation of any sign(s), the applicant shall first obtain any required building permit(s) for the sign(s) from the Building Division.</li> <li>2. Signage shall be installed per the stamped-approved plans.</li> <li>3. Sign Permits for Joint-Use Signs and Directional Signs for Master Planned or Specific Plan Communities are valid for five (5) years from the approval date above. A \$500.00 deposit is required for each sign to ensure proper removal.</li> <li>4. Off-site signs shall not be displayed with any lights, balloons, or other items attached.</li> <li>5. An annual Sign Permit is required for individual subdivision nameplates.</li> </ol>		