

DATE: \_\_\_\_\_  
 BUSINESS NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 ZONE: \_\_\_\_\_

TYPE OF SIGN: \_\_\_\_\_  
 (Free-standing, Low Profile, Wall)  
 ILLUMINATED \_\_\_\_\_  
 NON-LLUMINATED \_\_\_\_\_  
 BUILDING LENGTH & HEIGHT: \_\_\_\_\_  
 EXISTING SIGN SQ. FOOTAGE: \_\_\_\_\_  
 PROPOSED SIGN SQ. FOOTAGE: \_\_\_\_\_  
 TOTAL SIGN SQ. FOOTAGE ALLOWED: \_\_\_\_\_

VALUATION OF MATERIALS: A copy of the contract is required to be submitted to the City Clerk's office for calculation of the 2% Use Tax. For additional information contact 322-2000, ext. 1.

TYPE OF LICENSE: \_\_\_\_\_  
 CONTRACTOR ID#: \_\_\_\_\_  
 SALES PERSON: \_\_\_\_\_  
 COMPANY NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 PHONE: \_\_\_\_\_



# SIGN PERMIT APPLICATION

**All sign plans must be submitted on 11" x 17" paper, unless submitted electronically!**

**City of Fountain**  
 Planning Department  
 116 South Main Street  
 Fountain, Colorado 80817

**SITE PLAN**  
 PLEASE SHOW SETBACKS FROM PROPERTY LINES AND MAJOR INTERSECTIONS

Note: Setbacks are measured from the overhang of the sign.

**SIGN PLAN**  
 PLEASE INCLUDE DIMENSIONS, HEIGHT AND SIGN COPY

Note: The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of (1) existing grade prior to construction or (2) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for locating the sign.

**STOREFRONT ELEVATION DRAWING**  
 PLEASE INDICATE STOREFRONT LENGTH AND PLACEMENT OF SIGN

**DO NOT** label elevations "front, back, side", etc. Please use north, south, east, west and provide a North arrow.

**PLANNING DEPARTMENT APPROVAL**

1. Approval of the sign application expires one year from the date of approval if a building permit has not been pulled and the sign constructed.
2. Applicant must stake the location of the property line and sign pole and overhang location and contact the Planning Department for an initial inspection.
3. Applicant must contact the Planning Department upon completion of construction for a final site inspection.
4. Contact the Pikes Peak Regional Building Department for a Building Permit.