



Town of Apple Valley Sign Program Application



FOR TOWN USE ONLY

Date Submitted: _____ Case No. _____ Received by: _____
Planning Fee: _____ Case Planner _____

APPLICATION PROCESSING FEES:

Sign Program review is done at actual cost

	Initial Deposit	Actual Cost not to exceed
Sign Program Review	\$4,072	Actual Cost

****Should processing time exhaust the initial deposit amount, the applicant will be required to deposit additional funds.***

SIGN PROGRAM REQUIRED. A sign program shall be developed for any business or shopping center or any group of business uses with shared sign facilities, master planned communities or specific plans to insure that all signs are in harmony with other on-site signs, buildings, and surrounding developments. The intent of a sign program is to integrate signs with building and landscape design into a unified architectural statement. Sign programs are also intended to provide a means of flexible application of sign regulations so as to encourage maximum creativity in the design and display of signs.

PROPERTY INFORMATION

Project Address: _____
Assessor's Parcel No. (s) _____ Property Size _____
General Plan Designation _____ Zoning _____

APPLICANT INFORMATION

Applicant _____
Address _____ City _____ State _____ Zip _____
Telephone _____ Fax _____ Email _____
Representative/ Contact Person _____
Address _____ City _____ State _____ Zip _____
Telephone _____ Fax _____ Email _____
Property Owner _____ Telephone _____
Address _____ City _____ State _____ Zip _____
Owner Signature _____

DESIGN GUIDELINES. The following guidelines are encouraged in developing a sign program:

1. A theme, styles, types, colors or placement of signs that will unify and identify the center and integrate the signs with the building and landscape design should be provided. Consideration should be given to different types of tenants (e.g., major and minor) and placement locations consistent with the architectural design;
2. Sign color should be compatible with building color. In general, limit the number of primary colors on any sign to no more than two with secondary colors used for accent or shadow detail. Variations in color may be used as long as the remaining components of the program remain consistent with the overall program;
3. Use the same type of cabinet supports or method of mounting for signs of the same type;
4. Use the same type of construction material for same components, such as monument bases, panels, cabinets, and supports;
5. Use the same form of illumination for all signs of a given type, or by using varied forms of illumination that have been determined by the approving body to be compatible; and
6. Consideration should be provided for logos or trademarks.

APPLICATION REQUIREMENTS:

- Completed application form and filing fee
- Three (3) copies of the sign program. The sign programs shall include the following:
 - A dimensioned site plan to scale showing the location of existing and proposed freestanding signs. Detailed drawings depicting the size, shape, color, materials, letter style, proposed copy, letter height, electrical components, lighting and height of the proposed sign(s) and sign structures.
 - Building elevation(s), to scale, with sign location depicted and dimensioned;
 - Sign details indicating sign area, dimensions, colors, materials, letter style, proposed copy, if available, letter height, sign area ratio and method of illumination.

I certify that I have read this application and the information provided is correct. I agree to comply with all State, Town, and County laws and ordinances relating to this application and subsequent approval of permits.

Signature of Applicant/Agent _____ Date _____