



SIGN PERMIT APPLICATION

TO SUBMIT THIS APPLICATION, COMPLETE AND DELIVER WITH THE APPROPRIATE FEE

BY MAIL TO:
TOWN OF PAGOSA SPRINGS SIGN PERMIT
PO BOX 1859, PAGOSA SPRINGS, CO 81147

OR

IN PERSON TO:
TOWN HALL
551 HOT SPRINGS BLVD.

PROJECT ADDRESS: _____ OWNER'S NAME: _____

NAME OF BUSINESS: _____ MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

SIGN MANUFACTURER: _____ PHONE: _____

Number of Signs: 1 to 2 signs 3 or more signs (Comprehensive Sign Program)

- Sign Zone:** **Sign Zone #1:** All Commercially Zoned properties 1st Street – 10th Street.
 Sign Zone #2: All Commercially Zoned properties except 1st Street – 10th Street.
 Sign Zone Historic: All Signs in the Historic District or on Designated Historic Landmark Properties
Require an approval from the Historic Preservation Board prior to final approval.
 Sign Zone Residential: All Residential Zoned Districts.

Total area allowed for all of your signs combined: The maximum area allowed is based on the amount of street frontage you have. You are allowed one square foot of sign area for every linear foot of street frontage. Corner lots may include 50% of additional street frontage. A 10% increase is allowed for signs in a Comprehensive Sign Program. Each Sign Zone has specific restrictions and requirements. **Please see the Specific Sign Zone restrictions and requirements.**

Primary Street Linear Feet of Frontage: _____ ft. Secondary Street Frontage: _____ ft. (may use 50% towards sign square foot)
Maximum area allowed for all signs combined: _____ square feet.

Lighting: Sign(s) are not lighted. Sign(s) have lighting and meet the Code requirements.

Additional Documentation: Applicant must attach a drawing of each of the sign(s). Drawings must include dimensions, the sign text as well as the colors used for each of the sign elements. In addition, a site plan for a Comprehensive Sign Program is also required.

LIST ALL THE SIGNS (INCLUDING EXISTING SIGNS) TO BE PERMITTED UNDER THIS APPLICATION					
The code identifies four basic types of sign: (FS) Free Standing, (PS) Projecting Signs, (WS) Wall Mounted Signs and (SB) Sandwich Board. Each type of sign has a series of restrictions which apply to it. Please see the Specific Sign Zone restrictions and requirements.					
	New / Existing	Type of Sign FS / PS / WS / SB	SIGN Description / Text (If Free-Standing or Projecting, include Height Above Grade of proposed sign)	Height above grade	Area (sq.ft.)
1					
2					
3					
4					
5					
Application Fee For New or Existing Unpermitted Signs: Checks should be made out to "Town of Pagosa Springs" Date Paid: / / Received By:			<input type="checkbox"/> \$25 - One Sign <input type="checkbox"/> \$50 - Two Signs <input type="checkbox"/> \$75 - Comprehensive Sign Program	Total area of all permanent signs: Total area allowed for all of your signs: Allowable area remaining for any future signage:	

For a complete copy of Town of Pagosa Springs Sign Code & Sign Guidelines visit: WWW.TOWNOFPAGOSASPRINGS.COM (Click on DOCUMENTS then SIGNS)

I HEREBY CERTIFY THE CONTENTS OF THIS APPLICATION TO BE CORRECT AND AGREE TO CONSTRUCT, ERECT, AND MAINTAIN THE SIGN(S) ACCORDING TO THE APPROVAL AS DESCRIBED AND ALL TOWN ORDINANCES. I HAVE RECEIVED AND REVEIUED A COPY OF THE TOWNS SIGN GUIDELINES AND UNDERSTAND ANY & ALL ADDITIOANL PERMANENT OR TEMPORARY SIGNS AND ANY SIGN CHANGES, REQUIRE AN APPROVED SIGN PERMIT PRIOR TO DISPLAYING SUCH SIGNS.

OWNERS SIGNATURE: _____ DATE: _____

REFER TO HISTORIC PRESERVATION REVIEW BOARD REFER TO DESIGN REVIEW

REVIEWED BY: _____ DATE: _____

APPROVED DISAPPROVED

