



SPECIAL USE SIGN PERMIT APPLICATION

Applicant/Agent: _____ Phone #: _____
Mailing Address: _____
Email: _____ Fax#: _____

Owner: _____ Phone #: _____
Mailing Address: _____
Email: _____ Fax#: _____

Project Information:

Legal Description: _____
Property Address: _____
Purpose of Proposed Sign: _____

Temporary or Permanent Sign _____

The following information needs to be provided to qualify this application as complete:

1. **Six (6)** set of the proposed sign for the special use showing:
 - a. A site plan drawn to scale which shows where on the property the sign is to be located;
 - b. Dimensions, lighting, colors, language, images on the sign;
 - c. Building elevations if the sign is to be attached to the building;
 - d. Other architectural features or design elements of the sign;
 - e. Proposed time limits on changeable, flashing, revolving, moving intermittent, or oscillating parts or attachments signs.
2. Such other information as the administrator or Commission may require to determine if the proposed special use meets the intent and requirements of this Title.
3. A map of and a complete list of the owners of record of all property within three hundred (300) feet of the exterior boundary lines of the property and stamped envelopes addressed to each such property owner. Contact Camas County Assessor's office (208) 764-2370, for the required map and list of owners of record.
4. A narrative statement evaluating the effects on adjoining property; the effect of such elements as noise, glare, lighting on adjoining property; a discussion of the general compatibility with adjacent and other properties in the district; and the relationship of the proposed use to the Comprehensive Plan.
5. Such other information as may be reasonably required by the Administrator, Commission or Council prior to or during the review process.

Acknowledgements:

1. The undersigned certifies that (s)he is the owner or authorized representative of the land in question and that (s)he has filled this application to the best of his/her knowledge, and the (s)he agrees to comply with all City of Fairfield codes and state laws, as amended, regulating properties in the City of Fairfield., Idaho.

2. The undersigned grants permission to City Personnel to inspect any property which is the subject of this application until such time as all condition(s) of approval attached to the application(s) have been satisfied.

Sign: _____ Date: _____
Owner or Representative (circle one)

Administrative Record:

Required Fee \$ _____ paid on _____ receipt # _____

Date Application Received _____

In addition to the fees and charges set forth above, the applicant shall reimburse the city for the actual costs incurred by the City with regard to publication of legal notices for public hearings.

A partial application refund is available up to the time the application is deemed certified by the City Planning Administrator. Administrative costs will be deducted from the refunded application fee.

Ordinance #248 City of Fairfield Standards for Signs

8-7.4 PERMITTED SIGNS FOR USES CONDUCTED ON SAME PREMISES (ON-SITE)

- 1) One (1) professional or home occupation sign not to exceed two (2) square feet per side, may be erected in any district.
- 2) Except as otherwise provided herein, the maximum signage in the Commercial and Light Industrial zones shall not exceed one and one-half (1.5) square feet of sign area per lineal foot of building frontage up to a maximum of one-hundred (100) square feet. If the business is located at the intersection of two City streets, a second sign may be located on the non-address side, not to exceed ten (10) square feet.
- 3) The maximum number of signs for a building complex in Commercial and Light Industrial zones shall be as follows:
 - a) One (1) free-standing sign not to exceed twenty-five (25) square feet per side for the complex, and one (1) wall sign for each business not to exceed ten (10) square feet each, and they shall have a common design.
- 4) Ranch or farm identification sign incorporated into the entry gate not to exceed thirty (30) square feet per side.
- 5) Internally lighted signs. Lighting utilizing internal illumination shall be harmonious with and in accordance with the general objectives of this Chapter. Lighting shall be installed, operated, and maintained to be harmonious and appropriate in appearance with the existing and intended character of the general vicinity and will not change the essential character of the same area. Lighting will not be disturbing to existing or future neighboring uses.

8-7.5 SIGNS PERMITTED OFF-SITE IN ANY DISTRICT

- 1) Off-site, non-illuminated signs for identification of commercial, tourist, recreational, or cultural use shall be permitted, provided the use's location is off Main Street. Off-site signs shall be limited to one (1) with a maximum sign area of ten (10) square feet per side.
- 2) Any property owner leasing, renting, loaning, or donating space for an off-site sign to a commercial, tourist, recreational, or cultural use, shall forfeit that same amount of sign area for the property owner's own use. A property owner may lease, rent, loan, or donate to the City without forfeit of sign area.
- 3) Off-site signs on vacant lots are prohibited except for a directional sign to a business in the City limits which has a current, valid business license. One sign is allowed per vacant lot, with the size not to exceed ten (10) square feet per side, with the property owner's consent.

8-7.7 SPECIAL USE SIGN PERMITS. Conditional uses for these signs are limited to:

- 1) A special use is a permanent or temporary use conditionally permitted by this Chapter or the Zoning Ordinance and which may be approved subject to conditions as allowed by the Zoning Ordinance and when not in conflict with the Comprehensive Plan.
- 2) Temporary Special Use Sign Permits may be granted for any appropriate use, not already listed, by review from the Planning and Zoning Commission.
- 3) Time limits may be set for special use sign permits in addition to the requirements of Chapter 9-2.2.
- 4) The special use permit process shall be followed per Chapter 9-2.2 Special Use, and review by the Planning and Zoning Commission and approval by the City Council prior to issuance of a special use sign permit.
- 5) Special use permits are required for the following signs regardless of the zoning district in which they are located:
 - a. Offsite signs.
 - b. Signs that include flashing, revolving, moving intermittent, or oscillating parts or attachments.

8-7.9 DESIGN AND CONSTRUCTION STANDARDS

- 1) Height: No free-standing, projecting, or wall sign shall be designed, constructed, or erected which extends above the roof line of the building containing the business it advertises. These signs may be mounted up to the real roof line of the building.
- 2) No projecting sign, canopy, or marquee shall extend from a building to a point six (6) feet beyond the property line and may encroach only within public right of way. The bottom of any projecting sign may not be lower than eight (8) feet above any public right of way.
- 3) All supports for all signs or sign structure shall be placed in and upon private property.
- 4) Any art or lines that are an integral part of the lettering shall be considered as part of the sign.

Possible Conditions of Approval:

Upon granting a special use permit, conditions may be attached to a special use permit including but not limited to those:

1. Controlling the sequence and time of sign.
2. Assuring that development is maintained properly.
3. Requiring more restrictive standards than those generally required in this Title.
4. No expansion of this special use permit may make occur without prior approval of the City Council through the special use permit process.
5. A Special Use Permit is not transferable from one parcel of land to another, but may be transferable from one owner to another, provided all conditions of the Special Use Permit continue to be met.
6. A special use which has been discontinued for a period of one (1) year shall not be reestablished without a new Special Use Permit. Zoning Ordinance 9-2.2 (I)