

# OFF-SITE SUBDIVISION SIGN APPLICATION

## FOR JOINT USE AND MASTER PLANNED SINGLE-USE DIRECTIONAL SIGNS

**Submittal Requirements:**

A digital (PDF) set of plans shall be submitted to the Planning Division, along with this completed application form and a non-refundable \$171.00 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. Applications and plans may be submitted via email to [PlanningEPC@folsom.ca.us](mailto:PlanningEPC@folsom.ca.us).

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

Applicant's Name: _____	Phone: _____	Fax: _____
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Applicant's Address: \_\_\_\_\_

Property Owner's Signature/Authorization: _____	Date: _____
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Name of Subdivision (if applicable): \_\_\_\_\_

**Joint-Use Subdivision Directional Sign(s)**

Number of Signs: \_\_\_\_\_  
 Sign Area: \_\_\_\_\_  
 Sign Height: \_\_\_\_\_  
 Sign Location: \_\_\_\_\_

**Subdivision Directional Sign(s) for Master Planned / Specific Plan Communities**

Number of Signs: \_\_\_\_\_  
 Sign Area: \_\_\_\_\_  
 Sign Height: \_\_\_\_\_  
 Sign Location: \_\_\_\_\_

Application Fee: \$171.00	Receipt #: _____	Sign Permit #: _____
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Planning Department Approval: _____	Date: _____
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Public Works Department Approval (if located in R-O-W): _____	Date: _____
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L&L District Manager Approval (if located in L&L District): _____	Date: _____
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**Sign Permit Conditions:**

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.
2. Signage shall be installed per the stamped-approved plans.
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.
4. Off-site signs shall not be displayed with any lights, balloons, or other items attached.
5. An annual Sign Permit is required for individual subdivision nameplates.