PLANNING DIVISION
INFORMATION FOR COMPREHENSIVE SIGN PLAN SUBMITTALS

The following is an overview of the information required for the Planning Division's review of a proposed Comprehensive Sign Plan. A Comprehensive Sign Plan is required for any development having three or more structures or businesses on the same parcel or constructed under one development plan or site plan. Comprehensive Sign Plans shall integrate proposed signage with the building design and all signs should include some common design elements, such as color, shape, lettering style, lighting and/or materials. Allocation of the total sign area and sign locations shall be the function of the owner, manager, and tenants.

To help answer questions related to the Town's zoning codes, schedule a meeting with a planner to review your proposal prior to the submission of any plans. Code regulations can be found on-line at www.townoffrisco.com

Complete the permit application (on reverse of this sheet). Submit the application, application fee of $100 and sign plan to the Frisco Community Development Department:

1. The Comprehensive Sign Plan must outline what is required for signs on the property, including such items as the number, size, design specifications, colors, materials, locations, content, mounting methods, and source of illumination.

2. The total square footage of all signs permitted within a Comprehensive Sign Plan shall not exceed the total aggregate square footage that could be permitted per business within the applicable zone district. Types of signs permitted include directory signs, building identification signs, projecting signs (as long as these do not project over public right-of-ways or required setbacks), wall-mounted signs, and one freestanding sign. Freestanding Signs may not exceed 32 square feet except on a freeway-oriented parcel.

3. If projecting signs or a freestanding sign are proposed, a site plan showing proximity to public rights-of-way and property lines must be submitted.

Review Timeframe

Planning staff will review the application for compliance with code standards. The department will aim to act on an application within 10 days of receiving the completed application. At the discretion of the Planning Department, any application for an Comprehensive Sign Plan may be referred to the Planning Commission for approval.

NOTE: A Comprehensive Sign Plan does not grant approval for the individual signs regulated by a property's Comprehensive Sign Plan. Individual sign permits are required.

A business license is required for any contractor doing work in the Town of Frisco. Please contact the Frisco Town Clerk for more information.

1 Main Street, PO Box 4100, Frisco, CO 80443 970-668-5276, 970-668-0677 (fax)

PLANNING DIVISION
Comprehensive Sign Plan Application

File Number_____ ☐ New Proposal ☐ Amendment

APPLICANT INFORMATION

Applicant_____
Email Address

Mailing Address_____
Street/P.O. Box City State Zip Code

Telephone Number_____
Home Work Fax

Note: If applicant is other than the owner(s), a statement by the owner(s) consenting to this application must be submitted with the application.

PROJECT INFORMATION

Name of Development/Complex_____

Property Address_____

Legal Address of property: Lot_____ Block_____ Subdivision_____

Total number of businesses on-site_____

Total aggregate square footage of all signs proposed_____

Total number of signs proposed_____

If amendment, describe proposed change_____

_____

_____

- Attach copy of the Comprehensive Sign Plan to this application.

Applicant's Signature_____ Date_____

For Office Use Only:
Approved_____ Disapproved_____ Date_____ Fee_____Staff_____
Posted in Town Hall (or other place of public assembly) on the date of decision (above)
Removed 10 calendar days after decision (remove no sooner than, date:_____)