

DEPARTMENT OF PLANNING & DEVELOPMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6491 Fax: 970-665-6402



A FRAME – ENCROACHMENT SIGN APPLICATION FORM

Per Rifle Municipal Code 16-8-140

Business/Property Information:

Business Name: _____

Owners Name: _____

Applicant: _____

Zone District: _____

Phone: _____

Email: _____

Authorized Representative/Sign Company: _____

Contact Name: _____

Phone: _____

Phone: _____

Email: _____

Proposed Signage Information:

Square Footage: _____

Valuation: _____

Type of Illumination: _____

Type of Sign: _____

Misc. Notes: _____

Applicant Signature:

- Please submit one original completed application with original signature and one copy of the entire application.
- Incomplete applications will not be accepted and will delay processing.
- A Frame Sign may be one of two sizes **24" X 36" or 16" X 48"**
- All documents, plans, etc submitted shall be no larger than 8.5" x 14" in size.
- There is a **\$40.00 fee** for the Encroachment Permit, however, there is no deposit required.

Applicant Printed Name

Applicant Signature

Date

OFFICIAL USE ONLY

Permit Status:	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	Transfer <input type="checkbox"/>	Revoked <input type="checkbox"/>	Other <input type="checkbox"/>
Proof of Insurance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Waived <input type="checkbox"/>	Insurance Increase Required <input type="checkbox"/>	
Notes (Misc. Info):					
Permit Number Issued:					
Fee Received:		Date App Received:			

Authorized City Employee:

Date: Approved

SIGN PLAN:

Please show design of proposed sign with:	
a) text:	b) dimensions:
c) height to lowest portion of sign:	d) height of tallest portion of:
e) type of illumination:	f) fabrication specifications:

SITE PLAN:

Please show layout of property with:	
a) property boundary dimensions:	b) location of proposed signage:
c) location of existing signage:	d) distance from property boundary to sign location:
e) location of street frontage with street name labeled:	f) location of existing buildings:
Plans may be submitted on separate pages / must be 8.5" X 14" , Plans must be drawn to scale.	

(a) Use Restrictions.

- (1) A-Frame signs shall be permitted for retail and restaurant uses only in the City's Central Business District, Community Service, and Tourist Commercial zones and shall be subject to the City's encroachment permit requirements at Chapter 11, Article II of this Code. A-frame signs shall not be permitted in any other Zone District in the City and are prohibited on private property.
- (2) One A-frame sign per building which is located immediately adjacent to a public sidewalk shall be permitted provided that the sign must be placed directly in front of that building without impeding pedestrian traffic. Businesses without public sidewalk frontage may not place an A-frame sign in the public sidewalk unless they share space on a sign with a business that does occupy frontage on a public sidewalk.
- (3) A-frame signs shall advertise for the business; signs that merely indicate whether the business is open or closed shall not be permitted.
- (4) Display of A-frame signs shall occur only during business hours; the signs shall be stored elsewhere during non-business hours.

(b) Design Criteria.

- (1) A-Frame signs may be one of two sizes: 24" X 36" or 16" X 48"
- (2) The sign should contribute aesthetically to the advertised business and have a positive influence on the surrounding area.
- (3) The sign must provide strong graphic character through the imaginative use of color, texture, typography, quality materials, scale, and proportion.

(c) Material Standards.

- (1) The City recommends one half inch (1/2") thick Lusterboard with plastic weather-stripping on all edges. Other materials are acceptable but must be replaced if the sign becomes worn or faded.
- (2) Dry-erase board or chalkboards are permitted only if incorporated into a sign that complies with the design criteria set forth in subsection (b) above.
- (3) Lighting of A-Frame signs is not permitted.

(d) Non-Conforming A-Frame signs. A-frame signs in use at the time of adoption of this Section shall not be permitted to continue to occupy City sidewalks or other public rights-of-way.

Introduced on January 21, 2009, read by title, passed on first reading, and ordered published by title as required by the Charter.

Introduced second time at a regular meeting of the Council of the City of Rifle, Colorado, held on February 4, 2009, passed with amendment, approved, and ordered published in full as required by the Charter.