

Valley County Planning and Zoning

PO Box 1350 • 700 South Main Street
Cascade, ID 83611-1350



Phone: 208-382-7115
Email: cherrick@valleycountyid.gov

DISCLAIMER

Pre-application meetings with Valley County Staff are required prior to submitting an application.

Please note that information provided in a pre-application meeting or over the phone does not guarantee approval by either the Planning and Zoning Commission nor the Valley County Board of Commissioners. Planning and Zoning staff cannot give you legal advice. You should seek the advice of an attorney if you have specific legal questions regarding the sufficiency of your application.

Sincerely,

A handwritten signature in cursive script, appearing to read "Cynda Herrick".

Cynda Herrick, AICP, CFM
Planning and Zoning Director

Valley County Code:

9-5H-1: PREAPPLICATION CONFERENCE:

A. Conference Required: Prior to the formal filing of an application, the applicant shall confer with the administrator or staff to obtain proper forms, information, and guidance.

B. Familiarity With Standards, Goals And Objectives: The applicant shall familiarize himself with the standards of this title, the goals and objectives of the comprehensive plan, and review procedure and submittal requirements, which will affect the proposal.

C. Meeting At Site Or Other Investigations: The preapplication conference may include a meeting at the proposed site and other investigations deemed necessary by the administrator or staff.

Valley County Planning and Zoning Department

219 N. Main
PO Box 1350
Cascade, ID 83611
www.co.valley.id.us
cherrick@co.valley.id.us
208-382-7115



Sign Permit Application

TO BE COMPLETED BY THE PLANNING AND ZONING DEPARTMENT

PERMIT #: _____ FEE: \$ 20.00 Check # _____ or Cash

BUSINESS / ENTITY: _____

Land Use: C.U.P. #: _____ or RESIDENTIAL BUSINESS or AGRICULTURAL
or SUBDIVISION SIGN or RECREATIONAL

DATE RECEIVED: _____ DATE APPROVED: _____

- ❖ **This application is not a complete copy of Title 9-7 of the Valley County Code. Staff recommends that the applicant review the Code in its entirety. Signs cannot be placed at the land use site until the sign permit has been issued.**

➔ *To Be Completed by the Applicant:*

Name of Applicant: _____ Phone #: _____ Size of Property: _____

Mailing Address: _____

Physical Address of Sign Placement: _____

Subdivision: _____ Lot: _____ Block: _____

Tax Parcel #: _____ Section _____ Township _____ Range _____

➔ **A sign plan shall be included with the application and contain the following information:**

- Materials to be used in manufacturing and constructing the sign.
- Sign size, message size or field of lettering, *and* proportions.
- Lettering size or graphic style.
- Design features other than lettering such as symbols, logos, etc.
- Colors scheme.
- Lighting, if proposed.
- Location of each sign on the building (s) and/or property.

Sign plans shall be drawn neatly to scale to present a clear and accurate picture of the proposal. The sign plan will be reviewed for compliance with standards and artistic merit.

Artistic Merit Categories:

1. Display skill of handiwork, line work, and mechanics.
2. Exhibit quality and design in signage layout and lettering.
3. Display technique compatible to other rural signage in color and material.

Submit the completed application form, the sign plan, and any other information needed to complete the application review with the application fee to: Valley County Planning & Zoning, P.O. Box 1350, Cascade, ID 83611 or 219 N. Main Street, Cascade, ID. If you have questions call 208-382-7115.

Subject to Idaho Statute 55-22 Underground Facilities Damage Prevention

(Continued on reverse side)

updated 3-27-2023

Valley County Code 9-7-6 Standards

- There are special standards for signs in Lake Fork.
- No rotating beam, beacon, or flashing illumination that may resemble an emergency light shall be used with any sign display.
 - No blinking, rotating, or moving parts or components on temporary or permanent signs.
 - Signs shall not have pennants, balloons, or portable signs or wheeled trailers.
- The size shall be not greater than thirty-two square feet per face (example: 4' x 8').
 - Cut-out or molded letters, or advertising when applied to buildings, shall be not greater than 32 sq. ft. field on the building.
- Permanent signs shall be rural in character and appearance and the materials shall be of wood or stone character or accent.
 - Signs may be painted, sandblasted, carved or constructed by other technically feasible methods.
 - Shiny metal or plastic signs shall not be allowed.
 - Unnatural colors such as neon, fluorescent, etc. shall not be allowed.
- The design shall incorporate a well thought-out layout design with clean lines and an uncluttered appearance. The sign construction shall be completed in a workmanlike manner.
- The message may include: service, business, owner name, address, telephone number, a log, or graphic illustration of the product(s) or service(s) offered.
- Ground mounted signs shall not be more than ten (10) feet off the ground.
 - If the road elevation exceeds the elevation of the site, the road elevation may be used to determine the sign height.
 - The total height of the mounting structure shall be no greater than twelve (12) feet.
- No more than three (3) permanent signs may be placed at a given land use.
 - One sign is allowed on the building.
 - 1 two-way sign or 2 one-way signs facing each direction.
- For Commercial Malls or Planned Unit Developments (industrial or commercial or a combination of land uses) not more than one ground-mounted sign structure shall be allowed on each road frontage. The sign may be used as land use and occupant identification signs.
 - Projecting or swinging signs are not allowed.
 - 1 sign may be mounted flat to the building front of each shop, store, or land use.
- No signs shall be placed upon any County street or highway right-of-way, unless specifically approved by this Ordinance.
- No signs can be affixed to any utility pole or structure other than may be required by the utility owner or law.
- Flashing signs in windows must be at least 300 feet from any residentially zoned lot.
- At no time shall a sign or portion of it be allowed to project above the roofline of the building on which the sign is mounted.
- Off-premise or Outdoor Advertising signs are prohibited in unincorporated areas of Valley County.
- Signs may be illuminated by shielded or directed light sources and shall comply with Chapter 3, Section 3.03.06 Performance Standards - General, b. Lighting, of the Valley County Land Use and Development Ordinance.
- Signs along State Highway 55 must meet the standards of the Idaho Department of Transportation and Valley County.

Valley County Code 9-7-7 Land Use Standard for Signage

- Agricultural Use: (1) two-way or (2) one-way identification signs each not to exceed 32 sq. feet per face.
- Residential Subdivision Entry(s): (1) identification sign at (2) entries not to exceed 32 sq. feet per face.
- Commercial Business: (1) two-way or (2) one-way identification signs each not to exceed 32 sq. feet per face.
- Recreation or Forestry Use: (1) identification sign, not to exceed 32 sq. feet per face.
- Residential Use: (1) identification sign, not to exceed (6) sq. feet per face -- exempt from permit requirements.

Valley County Code 9-7-8 Existing Non-Conforming Signs

- A non-conforming sign permit is required for non-conforming signs.
- Non-conforming signs will remain in place and be maintained for a period ending October 1, 1999.
 - Maintenance shall not include a change in the information on the face of an existing non-conforming sign or a repair that is an expense of more than 25 percent of the original value of the sign.

Valley County Code 9-7-9 Enforcement (b) Abandoned Use Signs

- A sign shall be removed by the owner or lessee of the premises upon which the sign is located when the business it identifies is no longer conducted on the premise.