



TEMPORARY SIGN PERMIT (TSP)

PROCESS GUIDE & APPLICATION

City of Buckeye
Development Services Department
530 East Monroe Avenue
Buckeye, Arizona 85326

Phone: 623.349.6211

Fax: 623.349.6222

www.buckeyeaz.gov

SUBMITTAL CONTENT REQUIREMENTS

1. **Application** - (Complete and signed application)
2. **Structural Drawings** – A diagram showing how the sign/s is/are securely anchored on-site or attached to a building.
3. **Sign Drawings** – A diagram, drawing, or depiction of the temporary sign.
4. **Site Exhibits** – Freestanding: A site plan identifying the location of the current and proposed freestanding signage on site. Attached: An elevation (photo or drawing) showing the location of the current and proposed attached signage. Off-site A Frame: A site plan depicting the location of the off-site A Frame sign.
5. **Business License**

Temporary Use Permit Submittal Checklist

<u>REQUIRED MATERIALS</u>	Applicant Checklist	Staff Verification
Application – 2 copies.....	<input type="checkbox"/>	<input type="checkbox"/>
Structural Drawings – 2 copies.....	<input type="checkbox"/>	<input type="checkbox"/>
Sign Drawings – 2 copies.....	<input type="checkbox"/>	<input type="checkbox"/>
Site Exhibits - 2 copies	<input type="checkbox"/>	<input type="checkbox"/>
Business License	<input type="checkbox"/>	<input type="checkbox"/>



CITY OF BUCKEYE
PLANNING AND ZONING
PROJECT APPLICATION

DO NOT WRITE IN THIS AREA-OFFICIAL USE ONLY

Date: _____ Planner: _____ Case No: _____

PROPERTY INFORMATION:

Project Name: _____ Associated Cases: _____

Project Address/Location: _____

Current Zoning District: _____ Parcel Number(s): _____ Quarter Section: _____

Request: _____

CASE TYPE:

- | | | |
|-------------------------------------------------|------------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Land Division | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Temporary Use Permit | <input type="checkbox"/> Final Plat / Replat |
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Community Master Plan | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Final Landscape Plan | <input type="checkbox"/> Variance |

**IMPORTANT
NOTE ABOUT
PROJECT
CONTACT:**

The property owner may designate an agent as the coordinator for the project. This person (the applicant) will receive any technical comments and decision letters and will communicate all case information to other parties as required. **All contact for this project will be made through the applicant listed below.**

CONTACT INFORMATION:

Applicant/Owner Authorized Agent Contact: _____

Company: _____

E-mail: _____ Phone: _____ Fax: _____

Address: _____ City: _____ State: _____ Zip: _____

OWNER INFORMATION:

Company: _____

E-mail: _____

Phone: _____ **Fax:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

PROPERTY OWNER AUTHORIZATION

I (property owner) _____ authorize (owner's Agent) _____

To file this application on matters related to this request with the City of Buckeye. By signing this form as the property owner, I hereby agree to abide by any and all stipulations that may be assigned by the City of Buckeye as part of any approval of this request.

 Owner Signature Date

PROPOSITION 207 WAIVER

The property owner acknowledges that the approval being sought by this application may cause a reduction in the existing rights to use, divide, sell or possess the private property that is the subject of this application. The property owner further acknowledges that it is the property owner who has requested the action sought by the filing of this application. Therefore, pursuant to A.R.S.§12-1132 through 1138, the property owner does hereby waive any and all claims for diminution in value of the property with regard to any action taken by City of Buckeye as result of the filing of this application.

 Owner Signature Date

DEVELOPMENT SERVICES DEPARTMENT

530 EAST MONROE AVE, BUCKEYE AZ 85326 PHONE 623.349.6211 FAX 623.349.6222