

**SANTA CLARA CITY**  
2721 Santa Clara Dr.  
Santa Clara, UT 84765  
(435) 673-6712 Fax: (435) 628-7338

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**SIGN PERMIT APPLICATION**

**Fee: \$2 per sq. ft**

Address of sign location: \_\_\_\_\_

Name of Business: \_\_\_\_\_ Phone #: \_\_\_\_\_

Sign Company: \_\_\_\_\_ Phone #: \_\_\_\_\_

Sign Co. Address: \_\_\_\_\_ State License #: \_\_\_\_\_

Type of Sign:

\_\_\_\_\_ Monument (low profile) Sign

\_\_\_\_\_ Wall Sign

\_\_\_\_\_ Free-standing Sign

\_\_\_\_\_ Temporary Sign (max. length - 30 days) Display dates: from \_\_\_\_\_ to \_\_\_\_\_

Total Square Footage of Sign: \_\_\_\_\_ Value of Sign: \_\_\_\_\_

***Two copies of the following are required to process permit application:***

**ALL SIGNS:**

1. Accurately dimensioned, scaled drawings showing height, color, square footage, dimensions, sign composition, type of illumination, and how the sign will appear from the street.
2. Details of sign construction
3. Electrical schematics

**MONUMENT & FREE-STANDING SIGNS** (in addition to All Signs requirements):

1. Plot plan showing relationship of sign to buildings, property lines, setback from public rights-of-way, intersections, easements and driveways.
2. Number of acres.
3. Length of lineal frontage of property.

**WALL SIGNS** (in addition to All Signs requirements):

1. A profile drawing showing how the sign will appear from the street/parking area and on the building. Drawing must show all existing signs on wall faces and proposed sign(s).

**TEMPORARY SIGNS** (in addition to All Signs requirements):

1. Plot plan showing relationship of sign(s) to buildings, property lines, setback from public rights-of-way, intersections, easements and driveways.

- ◆ **Sign(s) may NOT be installed until permit is issued**
- ◆ **Incomplete applications will not be accepted**
- ◆ **Planning & Zoning approval may be required before application can be processed.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Date Approved: \_\_\_\_\_ By: \_\_\_\_\_ Application Fee: \_\_\_\_\_