



Building Services & Code Enforcement
www.slcpemits.com
 801-535-6000, fax 801-535-7750

451 South State Street, Room 215
 Salt Lake City, Utah 84111

PO Box 145490
 Salt Lake City, Utah 84114-5490

Office only

Updated 6/2016

Sign Permit Application

Installation address	
Owner	
Establishment	
Sign contractor	License #
Address	
Email	Phone

BLD #	Received by
Date	Valuation
Permit fee	
11.26% plan check	
Electrical permit required	Tag fee: \$12.00
Zoning approval	Historic approval
Plans examiner approval	Date of approval
1% state fee	Double fee
Total	

- File (3) sets of plans, including site plans, details, elevations, and engineering.
- Please call 801-535-6000, 24 hours in advance to schedule sign inspections.
- Footing inspections are required prior to installation.
- Final inspections are required for all sign installations.
- IVR Inspection system - use the 700 numbers for inspection results.

Before filling out table below, please complete worksheets on back of form.

Sign type	Sqft of proposed sign	Sqft Allowed in Zone	Sign height	Setbacks
1				
2				
3				
4				
Value of sign(s)	Comments			
Illuminated				

Size Worksheet

Zone

Sign type	Size ratio allowed by zone (i.e. 1.5 sf of sign per linear ft of store front)	Lot frontage	Building frontage	Store frontage	Size allowed
1					
2					
3					
4					

Square Footage Worksheet

Length	Height	Projection	Square Footage of Sign
1			
2			
3			
4			

Projection Over Public Property

Illuminated

Comments

Note: A [SEPARATE](#) electrical permit is needed for feeder or branch circuit wiring to sign equipment or neon lighting transformers and must be obtained by a licensed electrical contractor. Also, a [SEPARATE](#) permit is required for any work conducted on public property. Please visit slcpermits.com for inspection scheduling and results.

Applicant must comply with all laws and ordinances governing the type of work, whether specified herein or not. The granting of a permit does not authorize the violation of any law nor will a permit cancel the effect of the provisions of any other law regulating construction or the performance of construction. Any permit or license issued for signs which are in conflict with Sat Lake City ordinances shall be null and void, whether or not the license or permit was issued by employees of the city authorized to issue such permit or license. (Sec. 21.92.290). It is the responsibility of the applicant to verify all dimensions and to verify all information contained in this application.

Applicant signature

Date

Print name