



Building Services & Civil Enforcement
slcpermits.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 2/2013

BLD #	Received by
Date	
Banking approval by	
Date	

Billboard Construction Application

Property address	
County tax parcel / sidwell #	Zoning designation

Applicant Information

Name	Phone
Address	

Property Owner Information

Name	Phone
Address	

Area of each face

Face 1	ft ²	Face 2	ft ²	Total	ft ²
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Name of contractor	State licence #
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File 3 completed application copies with the Building Services & Civil Enforcement Permit Counter, 801-535-7752 and fax 801-535-7750, at the address on this form.

Allow approximately 10 working days for Plan Review of submittal.

The permit for billboard construction is \$221.48 plus a state fee of \$2.21.

Please attach to the application a site plan drawn to scale; a minimum of 8½ x 11 inches in size (3 copies) that includes:

a actual property lines with dimensions

b size and location of the proposed billboard

c sizes and location of all buildings and signs on site

d layout of parking facilities, landscaping, etc.

e rights-of-way, alleys and easements

f distance to the nearest, existing billboard on the same side of the street

g other information as may be required

If the billboard is to be constructed near a property line, a survey may be required.

Applicant signature	Date
Owner's signature	Date
Send notice to	

Call for all sign inspections, including a footings and foundation inspection. Please call 801-535-6436 to schedule this inspection at least 24 hours in advance of pouring the footings and / or foundation.