

SIGN PERMIT APPLICATION

CITY OF MONTICELLO

17 NORTH 1ST EAST
 PO BOX 457
 MONTICELLO, UT 84535
 PHONE: 435-587-2271 FAX: 435-587-2272

For Office Use Only:	
Permit Number:	
Date Submitted:	
Approved By:	
Date Approved:	
Fee Amount:	
Date Paid:	
Staff Comments:	

Applicant Name: _____
 Mailing Address: _____
 City, State, Zip: _____
 Home Phone: _____
 Business Name: _____
 Type of Business: _____
 Bus. Mailing Address: _____
 City, State, Zip: _____
 Bus. Phone: _____
 Sign Location: _____

Is this permit for: Placement or construction of a NEW sign
 Alteration of an EXISTING sign

Type of sign: Free-standing
 Projecting/Suspended
 Roof Sign
 Attached/Wall
 Other (explain) _____

Will the sign be: Permanent
 Temporary

Please complete the following:

1. What is the property's frontage along the public right-of way? _____ feet
2. How many proposed signs will be displayed? _____
3. How many existing signs are on the property? _____
4. What is the total square footage of all existing signs? _____
5. What is the total square footage of all proposed signs? _____
6. What is the current zoning of the property? _____
7. What is the total valuation of all proposed signs? \$ _____ (labor/materials)

A detailed Site Plan MUST be attached to this application in order for permit to be processed!

One application and permit may include multiple signs on the same lot. An application for construction, creation, or installation of a new sign, or for the structural alteration of an existing sign, MUST be accompanied by detailed drawings to scale of all existing and proposed signs on the lot. Drawings MUST show the following:

Site Plan Check List:

- _____ 1. Height of all signs on the lot
- _____ 2. Square footage of all signs on the lot
- _____ 3. Total combined square footage of all signs on the lot
- _____ 4. Site plan showing length of street frontage, location of buildings, parking lots, driveways, landscaped areas, and all existing and proposed signs on the lot
- _____ 5. Overall dimensions, design, structure, materials, proposed copy and illumination specifications of all signs on the lot
- _____ 6. Photographs of the lot

Please obtain and carefully review the City of Monticello's Sign Regulations brochure prior to submitting this application.