**All sign permit applications are subject to a five (5) day review period by city staff**

**MOAB CITY CORPORATION**
217 E CENTER STREET
MOAB UT 84532-2534
(435) 259-5121 · FAX (435) 259-4135

**SIGN PERMIT**

**FOR OFFICE USE ONLY**
PERMIT #: __________________
DATE PAID: __________________
AMOUNT PAID: __________________
RECEIPT NO.: __________________

**PLEASE PROVIDE THE FOLLOWING:**

*The following MUST be completed before the permit will be processed!*

**PROPERTY INFORMATION**

1. What is the property’s frontage along the public right-of-way(s)? __________________ Feet
2. How many existing signs are on the property? __________________
3. What is the total square footage of all existing signs? __________________
4. How many proposed signs will be displayed? __________________
5. What is the total square footage of the proposed signs? __________________
6. Will the proposed sign(s) be: ☐ Permanent ☐ Temporary ☐ Both

**SITE PLAN**

One sign permit application may include multiple signs on the same lot. Detailed drawing(s) to scale of all existing and proposed signs on a lot MUST be attached to the sign permit application for construction, creation, or installation of a new sign or for the alteration of an existing sign. **The drawing(s) MUST include the following:**

☑ CHECK LIST:
   - Height of all signs on the lot
   - Square footage of each sign on the lot
   - Total combined square footage of all signs on the lot
   - Site plan indicating length of street frontage, location of buildings, parking lots, driveways, landscaped areas and all existing and proposed signs on the site.
   - Overall dimensions, design, structure, materials, proposed copy and illumination specifications of all signs requiring a permit on the lot.
   - Photograph(s) of the lot.
   - UDOT Roadside Advertising Permit, if applicable, for signs located along Highway 191.

**I HAVE READ MOAB MUNICIPAL CODE CHAPTER 15.44, SIGN CODE, AND AGREE TO ABIDE BY THE RULES AND REGULATIONS SET FORTH IN THIS CHAPTER.**

APPLICANT SIGNATURE __________________________ DATE ____________

**FEES**

Total Square Footage of Proposed Sign(s) (*Enter in Formula Below)*: __________________

$25.00 Minimum Charge (Up to 30 Square Feet)

Minimum charge (A) $ 25.00

( ____________ - 30) = (B)

*total square footage

(B) ____________ x .50 (C) $ ____________

*total square footage over 30

Add (A) and (C) $ ____________

STAFF APPROVAL: __________________________ DATE ____________