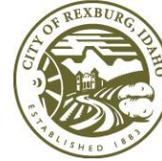


# Sign Permit Application

City of Rexburg

35 North 1<sup>st</sup> East  
Rexburg, ID 83440

signpermits@rexburg.org  
www.rexburg.org



CITY OF  
**REXBURG**  
America's Family Community

Phone: 208.372.2348 Fax: 208.359.3022 Hotline: 208.372.2344 or Text: inspections@rexburg.org

## Temporary Signage

### Applicant Information

Date of Application: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Site Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

### Contractor Information

Contractor's Name: \_\_\_\_\_ License#: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Contractor's Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### Sign Information

Sign area sq. ft: \_\_\_\_\_ Sign Height (from ground): \_\_\_\_\_

Sign Descriptions: \_\_\_\_\_

Date sign will be removed: \_\_\_\_\_

For a **Sign Permit** it is **mandatory** that you have the following information:

**2 sets of elevation drawings of a sign & (plot plans if applicable)**

Drawn to scale with dimensions

And complete construction materials

Footings if applicable

Engineer stamped if required

#### **TEMPORARY FREE STANDING SIGN**

- Plot Plan to scale showing:
  - a) Building location
  - b) Lot size
  - c) New sign location
  - d) Dimensions to sign from property lines
  - e) Parking lot entrances
  - f) Distance of sign from right of way
  - g) Existing Signs location & area
  - h) Is sign Lighted? Yes (*must meet state electrical code*) (*sign must be in legal zone for lighting and type*)

#### **TEMPORARY WALL BANNERS & SIGNS**

- a) Sq. footage of wall (*sign on*)
- b) Existing signs & area
- c) New sign & area
- d) Location of sign on wall
- e) Is sign lighted? Yes (*must meet state electrical code*)  
(*sign must be in legal zone for lighting and type*)

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

Note: This document is for application purposes only (the legal sign permit form must be signed by city officials before sign is approved)

For Sign Ordinance see Chapter 10 of the Development Code at [www.rexburg.org](http://www.rexburg.org) for regulation information