



**CITY OF MOSCOW
COMMUNITY DEVELOPMENT
DEPARTMENT**
(Ph) 208-883-7022 (F) 208-883-7033

**PERMANENT SIGN
PERMIT APPLICATION**

Building Site Address _____

OWNER/TENANT NAME _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

INSTALLER/CONTRACTOR _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

DESCRIPTION: New Sign Alter Sign Replace Sign

Freestanding/Pole (Complete items A, B, C, D, E, & I →)

Monument (Complete items A, B, E, I & J →)

Projecting/Suspended (Complete items A, F, G & J →)

Wall: Awning/Canopy/Marquee/Mural (Complete items A, H & J →)

Roof (Complete items A, F & J →)

LOCATION ON LOT OR BUILDING _____

LIGHTING: Internal External None

A separate electrical permit is required for new illuminated signs. Electrical permit is not required when existing electrical service is not modified.

PROPOSED SIGN(S):

A. Size: Height _____ x Width _____ = _____ Sq Ft

B. Minimum distance from edge of sign to property line: _____

C. Minimum distance from edge of support to property line: _____

D. Number of entities/businesses advertised on sign: _____

E. Landscaping Area: Length _____ x Width _____ = _____ Sq Ft

F. Maximum Height above Building Wall: _____ Grade _____

G. Lowest Height above: Grade _____ Driveway _____

H. Length of wall or tenant space on which sign is installed: _____

I. Length of property frontage: _____

J. Will sign obstruct fire escape, window or door? Yes No

EXISTING SIGNS: (indicate location on site plan)

1. Type _____ Size _____ Sq Ft

2. Type _____ Size _____ Sq Ft

Submit with this application:

1. Site plan, drawn to scale, indicating location of existing and proposed signs with dimensional measurements.
2. Elevation drawings, drawn to scale, of signs and buildings to which they are attached with dimensional measurements.
3. Structural details indicating materials; type, size, and location of fastenings; footing and wind load calculations as specified in the International Building Code.
4. Payment of current sign permit fee (one flat fee, not per sign).

The undersigned certifies that all statements herein contained are true and correct. This information is a public record and may be posted to a public website.

Signature of Owner/Agent Date

Approval for Issuance by Planning Date

Approval for Issuance by Building Date