



**CITY OF HOLLADAY**

Community & Economic Development Department  
 4580 South 2300 East, Holladay, UT 84117  
 Phone: 801-527-3890

**SIGN PERMIT**

(Sign Ordinance 13.82)

PERMIT #
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**Property Address:** \_\_\_\_\_

**Establishment Name:** \_\_\_\_\_

**Business Owner(s):** \_\_\_\_\_ **Owner Phone #:** \_\_\_\_\_

**Applicant Name & Address:** \_\_\_\_\_ **Applicant Phone #:** \_\_\_\_\_

**Onsite Contact:** \_\_\_\_\_ **Onsite Phone #:** \_\_\_\_\_

**Project Email Address:** *(Inspection results will be sent to this email)* \_\_\_\_\_

I hereby certify that I have read and examined this permit and that the information provided by me is true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. Applicant must comply with all laws and ordinances governing the type of work, whether specified herein or not. The granting of a permit does not authorize the violation of any law nor will a permit cancel the effect of the provisions of any other law regulating construction or the performance of construction. Any permit or license issued for signs which are in conflict with Salt Lake City ordinances shall be null and void, whether or not the license or permit was issued by employees of the city authorized to issue such permit or license. It is the responsibility of the applicant to verify all dimensions and to verify all information contained in this application.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**The following sign details shall accompany this application (COLOR, 11x17")**

- SIGN TYPE: \_\_\_\_\_ *(select type from chart on reverse)*
- Zone district: \_\_\_\_\_
- Elevations of building showing the total area of mounting wall
- Set of sign details; showing total area of sign and illumination method (if any)
- Electrical plan with detail of power cut off switch
- Wall attachment schedule details
- Site plan and foundation details – if applicable
- Other (as determined by Dept Director): \_\_\_\_\_

Contractors:		State License #:		Phone #:			
General:							
Electrical:							
Parcel#:		Zone:					
Subdivision:		FEMA Floodplain:	FLD: AE	1%:AE	2%:X	MinX	
Lot#:		Liquefaction:	H	M	L	VL	
<b>Zoning/Land Use Requirements:</b>			<b>Building Requirements:</b>				
_____			_____				
_____			_____				
<b>Approval Signature:</b>		<b>Date:</b>		<b>Approval Signature:</b>		<b>Date:</b>	
_____		_____		_____		_____	

OFFICE USE ONLY	
<b>Monument/</b>	_____
<b>Direct'l:</b>	_____
<b>Wall Mount /</b>	_____
<b>Crown:</b>	_____
<b>Mural:</b>	_____
<b>Other:</b>	_____
~ FEES ~	
Monument Directional (\$200.00/per)	_____
Wall / Canopy Mounted (\$200.00/per)	_____
Mural (\$100.00/per)	_____
Electrical	_____
<b>SIGN SUB TOTAL:</b>	<b>101</b>
1% Bldg Surcharge:	_____
85%	<b>102</b>
15%	<b>111</b>
Plan Check Fees:	<b>112</b>
<b>FEE TOTAL:</b>	_____

**\*INSPECTIONS ARE REQUIRED:** This permit shall become null & void if work is not commenced within 180 days, or if work is suspended for a period of 180 days from any time after the work commenced.

ALL ZONES	Sign	Size	Height	Location	NOTE:
	<input type="checkbox"/> Construction	16 sqft per lot, 24 sqft on a lot > than 1/2 acre	6' maximum	On private property	
	<input type="checkbox"/> Political	16 sq. ft. maximum per use	6 feet when freestanding	On private property	
	<input type="checkbox"/> Property	24sqft on a 1/2acre or > lot		Attached & parallel with fronting wall	Subject to zoning review of additional regulations - See Holladay Ord. 13.82
	<input type="checkbox"/> Real-estate	6 square feet maximum	3 feet when freestanding	On private property	
	<input type="checkbox"/> Temporary sign	6 square feet maximum	24 inches when freestanding	On private property	

C-1 & C-2 ZONES	Sign	Size	Height	Location	NOTE:
	<input type="checkbox"/> Awning/canopy	linear 20% of a wall	8 feet minimum aboveground	Subject to encroachment policy	
	<input type="checkbox"/> Banners	2 per wall, Max 10% of wall		attached to the wall of the building	
	<input type="checkbox"/> Blade/fin	12 sq. ft.	8' minimum above ground	Subject to Encroachment Policy	
	<input type="checkbox"/> Changeable copy			on a wall or monument sign	
	<input type="checkbox"/> Directional	3 square feet	2 feet	Only 1 per drive approach	Subject to zoning review of additional regulations - See Holladay Ord. 13.82
	<input type="checkbox"/> Monument	Max 32 sqft, +1 sqft per 10' of frontage > than 50' to a max of 64 sqft	8 feet maximum	3'setback, 9 sq ft landscaped area.	
	<input type="checkbox"/> Real estate	6 sq. ft. maximum	3' when freestanding	On private property	
	<input type="checkbox"/> Wall	10% of a wall area		below parapet, soffit, eave or roof	
	<input type="checkbox"/> Window	20% of glass area			

PO ZONE	Sign	Size	Height	Location	NOTE:
	<input type="checkbox"/> Crown	Max of 15% of the wall			At crown (top) of bldgs min of 3 stories
<input type="checkbox"/> Monument	1 per lot, 32 sq. ft.	6' maximum	3' in a 9sqft landscaped area		

ORD ZONE	Sign	Size	Height	Location	NOTE:
	<input type="checkbox"/> Awning/canopy	20% of a wall area. 50% of area allowed in graphics	8' minimum above ground	Subject to the City of Holladay encroachment policy	
	<input type="checkbox"/> Banner	max 10% of any wall		attached to the wall	
	<input type="checkbox"/> Changeable copy			incorporated into a wall or monument	
	<input type="checkbox"/> Crown	Max of 15% of the wall		At crown (top) of bldgs min of 3 stories	
	<input type="checkbox"/> Directional	3 sq. ft.	2'	1 per drive approach	Subject to zoning review of additional regulations - See Holladay Ord. 13.82
	<input type="checkbox"/> Monument	1 per lot, max of 64 sq. ft.	8' maximum as measured from the top of curb	landscaped area. Corner lots, 1 per street if the total frontage is >500'	
	<input type="checkbox"/> Project Sign (2acre min.)	55 sqft/acre max 220 sq ft	20'	In a landscaped area 1 sign/frontage on each major street	
	<input type="checkbox"/> Real estate	6 sq. ft. maximum	3' when freestanding	On private property	
	<input type="checkbox"/> Wall	15% of a wall facing a street, 10% of other walls		Attached to the building. Below the building parapet, soffit, eave line or roof	
<input type="checkbox"/> Window	20% of glass area				

RO ZONE	Sign	Size	Height	Location	NOTE:
	<input type="checkbox"/> Monument	1 per lot, 28 sq. ft. maximum	5' maximum	located in a 56sqft landscaped area	
	<input type="checkbox"/> Real estate	6 sq. ft. maximum	3' maximum when freestanding	On private property	Subject to zoning review of additional regulations - See Holladay Ord. 13.82
<input type="checkbox"/> Wall	Max 5% of 1 wall area facing major street		Attached to a building. May not extend above the building parapet, soffit, eave line or roof of the building		

P ZONE	Sign	Size	Height	Location	NOTE:
	<input type="checkbox"/> Monument	1 per lot, 32sqft, +1sq ft/per 10' of frontage over 100' to a max of 64sqft	6 feet maximum	3'setback, 9 sqft landscape area. Corner lots: 1per street if the total frontage > than 1,000'	Subject to zoning review of additional regulations - See Holladay Ord. 13.82
<input type="checkbox"/> Real estate	6 square feet maximum	3 feet when freestanding	On private property		

HV ZONE	All signs allowed in the Holladay Village zone and are subject to the regulations in section 13.82.200 of this chapter				
	Floor Area Of Business	Sign Area Total; Wall	Sign Area Total; Freestanding	Monument Sign Setbacks and Maximum Height	
	<input type="checkbox"/> 1,000 sq. ft. or less	12 sq. ft.	24 sq. ft.		
	<input type="checkbox"/> 1,001 to 3,000 sqft	15 sq. ft.	32 sq. ft.	3' setback, 1 per each street. Maximum height for any sign within 10' of the RoW is 4' high. Signs set back > 10' the max height is 6'.	
<input type="checkbox"/>	5% of area max 32 sqft	32 sqft, + 6 sqft additional per enterprise up to 64 sq. ft. maximum			

R/M-U	<input type="checkbox"/> All signs allowed in the regional/mixed-use zone district are subject to the regulations as adopted in the site development master plan as approved under chapter 13.65 of this title
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