

**Town of Bluff**  
190 N. 3rd East #1  
Bluff, UT 84512  
435-672-9990  
www.townofbluff.org

## Sign Permit Application

PERMIT # \_\_\_\_\_

### APPLICANT INFORMATION

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

#### Contact Person

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_

If a Contractor is involved, please provide the following:

Sign Contractor Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Utah License Number: \_\_\_\_\_

### SIGN LOCATION INFORMATION

Name of Business: \_\_\_\_\_  
Address of Business: \_\_\_\_\_  
Location on Property: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this application, the applicant agrees that the Town Ordinances governing signs have been read and understood. The Ordinances are available on the Town's website: [www.townofbluff.org](http://www.townofbluff.org)

## REQUIRED DOCUMENTATION

**Site Plan:** This application shall include a site plan of the property drawn accurately to scale and shall include: property lines with dimensions, existing and proposed signs, existing buildings, streets, sidewalks, landscaped areas, and driveways. A site plan is not required if only wall signs are proposed.

**Sign Information:** This application shall include a drawing to scale indicating the proposed sign dimensions, construction specifications, electrical components and wiring, method of attachment, and character of structural members to which attachment will be made.

**Building Elevations:** A building elevation for every wall to which a sign will be placed shall be submitted with this application and shall show its dimensions

**Other:** Any other reasonably related information deemed necessary by the Town shall also be submitted with this application.

## PROHIBITED SIGNS

It is unlawful for any person to erect, alter, or relocate a sign within the Town of Bluff without first obtaining a sign permit from the Town. For a complete copy of the Town of Bluff's applicable ordinances visit the website at [www.townofbluff.org](http://www.townofbluff.org)

## DEADLINE

The completed sign application must be received by Wednesday at 5PM (MDT/MST) one (1) week prior to the regularly scheduled Planning & Zoning Commission meeting to be considered at that meeting.

**Please submit your application to the Planning and Zoning Chair, or email the signed form to [planningzoning@townofbluff.org](mailto:planningzoning@townofbluff.org)**

Date Rec'd: \_\_\_\_\_

Approved: YES \_\_\_  
NO \_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_