



Information Sheet

Community Development Division
20 North Main Brigham City, Utah 84302
(435)-734-6604

Sheet No. 10
Revised: March 12, 2008

Signs

When I put up a sign do I need a Permit?

Yes, a permit is required anytime you erect a sign. However, if the value of the sign and installation is \$1,000.00 or more also include the name of the Sign Contractor who will be installing the sign, with their State License number and contact telephone number.

If the sign is a pole sign, provide the following:

Engineered stamped drawings for the sign base and sign.

If the sign is internally illuminated, it will need to be listed & installed per the National Electrical Code.

Where do I get the Application?

Brigham City Corporation has the information you will need to obtain a permit. It can be obtained in the Brigham City Offices, second floor in the public works office.

Are there additional requirements for downtown businesses?

Yes. These signs must also comply with RDA#1 Design Guidelines. Please

schedule with city staff for exact area and requirements.

How much is the cost?

The cost of a sign permit is **\$50.00** per hour, inspection time. Minimum ½ hr.

What is required?

Illustration of the sign including the following:

1. Dimensions
2. Type
3. Script
4. Colors
5. Dimensions of the building frontage.
6. Dimensions of the lot frontage.
7. A Site Plan showing the location of the sign.

A Valuation cost of the Sign to include the following:

1. Materials of the sign.
2. Cost of installation.

The permit will be reviewed and approved by the Community Development Division, after which sign installation may begin. Please call for inspections 24 hrs in advance.

