

Salem City
Building Department
PO Box 901
Salem, UT 84653
801-423-2770 ext. 205

Signs (Monument and Wall) -Building Permits

Needed documents

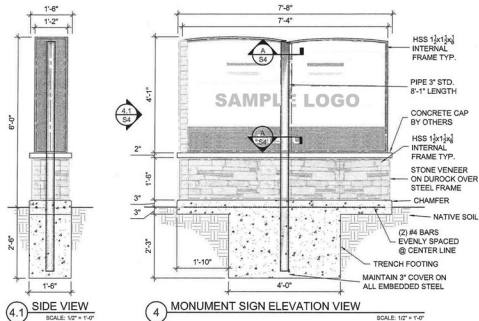
- 1) **SITE PLANS** showing location of sign(s) and setback to property line for monument signs.
- 2) **CONSTRUCTION PLANS** including:
 - a) Typically a color representation of the exterior of the building and where the sign(s) will be placed, including dimensions.
 - b) Attachment and electrical plans with Utah State Licensed Structural Engineer's wet stamp (see wall sign sample below).
 - c) For monument signs, construction details showing footing depth, rebar placement, etc. (see monument sign sample below).

Signs are required to be inspected (see required inspections for typical signs below). The installer must call (801-423-2770 ext. 205) to schedule an inspection.

Steps for submitting application for building permit

- Go to <http://www.salemcity.org/> (open in Google Chrome or Firefox browser)
- Scroll down to "building department" section (it will be on the left side of the page)
- Click on "permit request ([Cityworks Program](#))" (It is in bright yellow)
- Proceed to create a new user or login if you already have a user setup
- At the top, center of the page click "create application"
- Select "**building**" tab
- Click "**other**"
- Click "**sign**"
- Click "**begin application**" to the bottom right
- Follow prompts and fill out requested information

Sample of Engineered Monument Sign Design

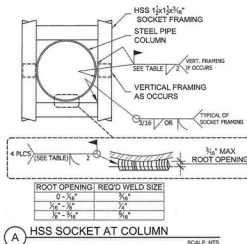


GENERAL STRUCTURAL NOTES

- DESIGN CRITERIA**
- BUILDING CODE: IBC 2012
 - DEAD LOAD: SIGN CABINETS \leq 15 PSF FRONT ELEVATION AREA
 - WIND LOAD: $V = 105$ MPH (3 SECOND GUST), EXPOSURE B (URBAN, SUBURBAN)

- STRUCTURAL STEEL**
- DESIGN AND FABRICATION ACCORDING TO AISC-ASD, 14TH EDITION
 - PIPE: ASTM A53 GRADE B, $F_y = 35$ KSI
 - STEEL TUBE (HSS): ASTM A500 GRADE B, $F_y = 46$ KSI
 - REINFORCING STEEL: ASTM 615 GRADE 60

- WELDING**
- DESIGN AND FABRICATION ACCORDING TO AWS D1.1, CURRENT EDITION
 - ET00X ELECTRODES FOR SMAW PROCESS
 - ER70S-X, E70C-XC ELECTRODES FOR GMAW PROCESSES
 - 3/16" MIN FILLET WELD UNLESS OTHERWISE NOTED



- FOOTING NOTES**
- CONCRETE COMPRESSIVE STRENGTH, $f'_c = 2500$ PSI AT 28 DAYS MIN.
 - CONCRETE PLACEMENT AND QUALITY SHALL BE PER RECOMMENDATIONS IN ACI 614, ACI 301 AND ACI 318. REMOVE ALL DEBRIS FROM FORMS BEFORE PLACING CONCRETE.
 - CONCRETE POURED AGAINST UNDISTURBED NATIVE SOILS
 - NATIVE SOILS ASSUMED TO BE CLAYEY SAND
 - SOIL ALLOWABLE LATERAL BEARING CAPACITY = 150 PSF/FT
- OTHER NOTES**
- REFER TO ART DRAWINGS FOR SIGN FINISHES, COLORS AND LIGHTING SPECIFICATIONS.

Sample Co.

ENGINEERING

1234 S Sample Dr.
City, UT 84111
(801) 123-4567

Revisions

Rev.	Date	Description
1	1/22/15	
2		
3		
4		
5		
6		
7		
8		
9		
10		



Drawn by: _____
Checked by: _____

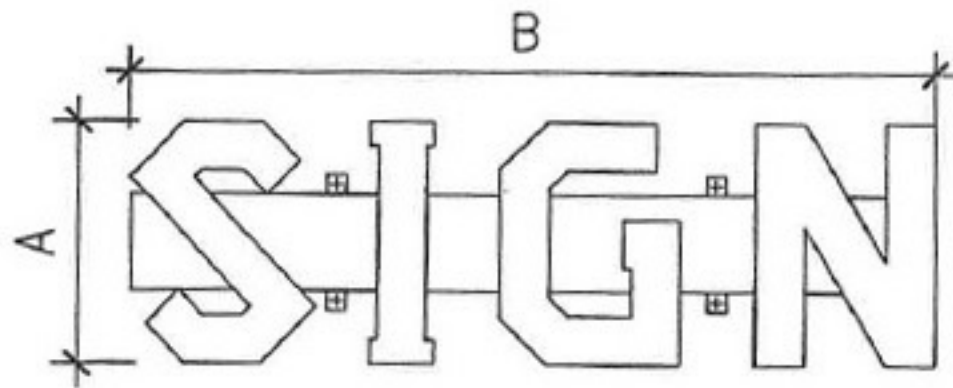
Project Name
Address
City, State Zip

Engineer: _____
Account Eng: _____
Designed: _____
Date: _____

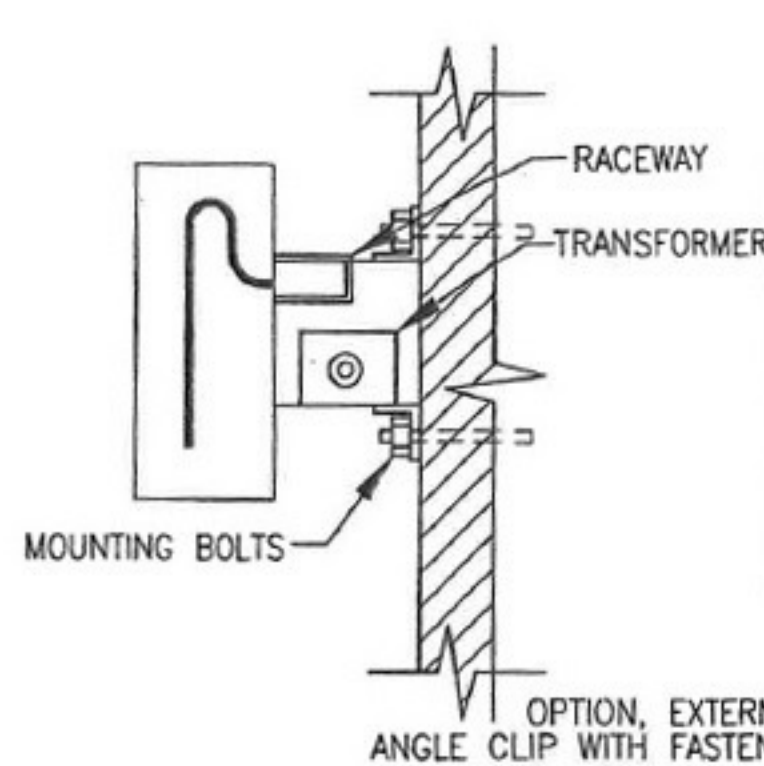
Project No.

S4

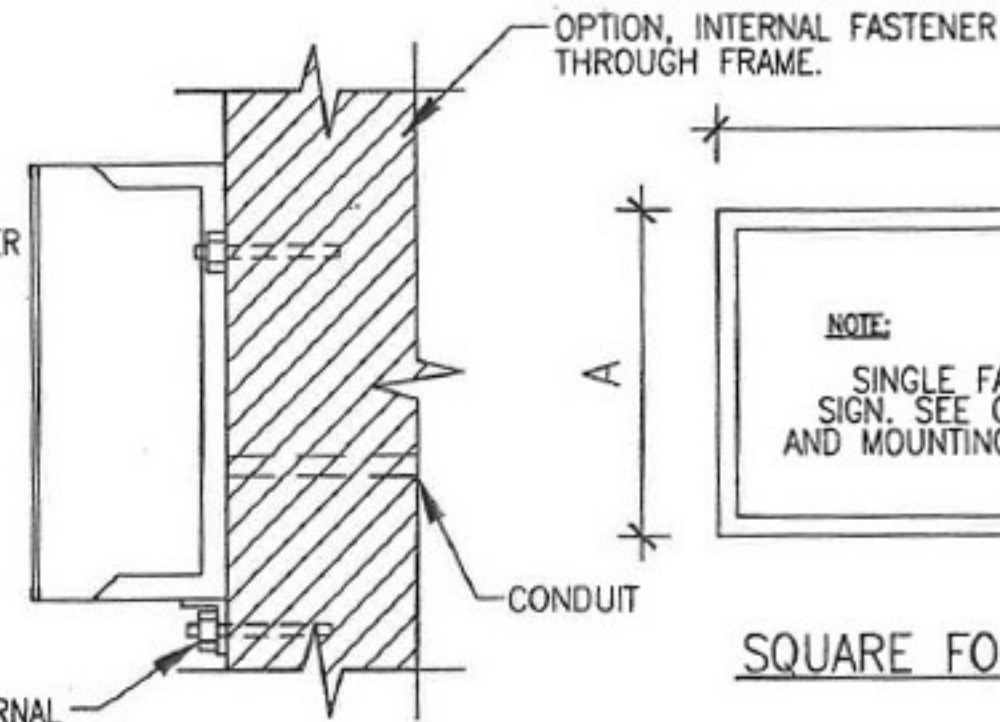
Sample of Engineered Wall Sign Design



ELEVATION LETTERS ON RACEWAY



SECTION THRU LETTER
MOUNTED TO RACEWAY



SECTION THRU CABINET

NOTE:
SINGLE FACE WALL MOUNTED
SIGN. SEE CHART FOR SIGN SIZE
AND MOUNTING FASTENERS REQUIRED.

SQUARE FOOT AREA = $A \times B$

SQUARE FOOTAGE SQUARE FEET= A X B	LAG SCREWS INTO WOOD STUDS		HILTI KWIK CON II INTO MASONRY		HILTI KWIK BOLT 3 INTO CONCRETE		HILTI KWIK CON II INTO CONCRETE	
	NUMBER OF BOLTS AND DIAMETER	EMBEDMENT	NUMBER OF BOLTS AND DIAMETER	EMBEDMENT	NUMBER OF BOLTS AND DIAMETER	EMBEDMENT	NUMBER OF BOLTS AND DIAMETER	EMBEDMENT
UP TO 24	7-1/4"	1"	4-3/16"	1 3/4"	4-1/4"	1 1/8"	4-1/4"	1 3/4"
25 TO 49	9-1/4"	1 1/2"	8-3/16"	1 3/4"	6-1/4"	1 1/8"	6-1/4"	1 3/4"
50 TO 74	11-3/8"	1 1/2"	10-3/16"	1 3/4"	6-1/4"	2"	7-1/4"	1 3/4"
75 TO 99	10-1/2"	1 1/2"	13-1/4"	1 3/4"	6-1/4"	2"	10-1/4"	1 3/4"
100 TO 124	10-1/2"	2"	16-1/4"	1 3/4"	8-1/4"	2"	11-1/4"	1 3/4"
125 TO 149	12-1/2"	2"	19-1/4"	1 3/4"	6-3/8"	2 1/2"	13-1/4"	1 3/4"
150 TO 174	13-1/2"	2"	22-1/4"	1 3/4"	6-3/8"	2 1/2"	15-1/4"	1 3/4"
175 TO 199	15-1/2"	2"	25-1/4"	1 3/4"	6-3/8"	2 1/2"	17-1/4"	1 3/4"
200 TO 224	17-1/2"	2"	30-1/4"	1 3/4"	8-3/8"	2 1/2"	20-1/4"	1 3/4"

NOTES

1. VALUES BASED ON HEM FIR WOOD OR BETTER FOR LAG SCREWS INTO WOOD STUDS.
2. SIGNS OVER 224 SQUARE FEET AND REQUIRE SPECIAL ENGINEERING.
3. MAXIMUM HEIGHT ABOVE FINISHED GRADE IS 60 FEET.

SAMPLE CO.

SIGN STANDARDS FOR 2012 INTERNATIONAL BUILDING CODE

SHEET	USA 00-10
DATE	7-10-10
REVISIONS	

1700 E. Ft. Lowell Rd. #100
Tucson, Arizona 85710
PHONE 520.512.8183
FAX 520.512.8149
WEB www.sampleco.com



TYPICAL REQUIRED INSPECTIONS FOR SIGNS*

To schedule an inspection, call (801)423-2770 ext. 205 at least one working day in advance.

Type	Wall Signs - Brief Description
1 st Inspection	Electrical and Building Connection Inspection: When the sign is installed. <i>Installer must be on site with the sign open and a ladder for the inspector as necessary.</i> Will check electrical and building connections.

Type	Monument Type Signs - Brief Description
1 st Inspection	Footing Inspection: Steel and forms in place – prior to pouring concrete.
2 nd Inspection	Rough Electrical and Building: <i>Installer must be on site with the sign open and a ladder for the inspector as necessary.</i>
3 rd Inspection	Weather Barrier: Paper, lath, as appropriate, in place prior to stucco, stone, or brick being installed.
4 th Inspection	Final Inspection: When sign is completed, inspections by the Building Department.

*May not be a complete list. Some unique construction on your project may require additional inspections. Be sure you communicate with the inspector to determine which inspections will be required for your project.