



Application for Commercial Zone Temporary Sign Permit

20 North Main Alpine, UT 84004 • 801-756-6347 www.alpineut.gov

APPLICANT INFORMATION

Name: _____ Title: _____

Organization or Event Name: _____

Address of Applicant: _____

Phone #: _____ Text #: _____ Email: _____

SUBMITTAL REQUIREMENTS:

1. Completed and signed application form.	
2. \$25.00 application fee submitted with the application (not applicable to temporary community/civic events signs).	Check Attached Yes () No ()
3. Proposed dates that the sign(s) will be in place. (Maximum time is 14 days)	Beginning Date: _____ Ending Date: _____
4. The date the activity/event will be over, and the date sign(s) will be taken down.	
5. A site plan of the proposed location showing the placement of the sign. <i>Temporary signs shall be set back at least five (5) feet behind the sidewalk or five (5) feet behind the curb if there is not a sidewalk. No sign shall be placed closer than fourteen (14) feet to a driveway</i>	Attach copy
6. The total number of signs being requested to be put up. <i>No more than two (2) signs shall be allowed per location, including businesses located within a planned commercial development. Signs shall be placed at least twenty (20) feet apart.</i>	
7. A picture or rendering with dimensions of the proposed sign.	

TYPE OF SIGN (One sign per application):

Grand Opening

Special Event or Promotion

Brief description of the purpose of the event or activity: _____

Banners are permitted to be used as temporary signs. Banners and temporary signs shall follow all applicable regulations including DCA 3.25.080 3. A-frame signs, or equivalent, are permissible and shall not exceed a height of four (4) feet and a width of three (3) feet and shall comply with all applicable regulations. As indicated in DCA 3.25.060, **off-premise commercial signs are prohibited**. Temporary signs shall not exceed twelve (12) square feet in size unless explicitly stated otherwise.

Initial _____

2. Temporary Signs in Commercial Zones, the following shall apply:

1. A permit shall be required except for the following:
 - a. Any signage defined as an expression of freedom of speech except where deemed to be obscene.
 - b. Political campaign and election signs. (See section 3.25.100)
2. Temporary signs for a grand opening may be allowed within the first year of operations for a period not to exceed 45 calendar days. The signs must be removed at the end of the 45 days.
3. Other temporary signs shall be permitted up to 3 periods per calendar year and or no more than fourteen (14) days per period.
4. Signs shall be placed only on private property. The park strip area in front of a private property shall not be considered a part of the private property.
5. There shall be a limit of two (2) signs per private property and must be a minimum of 20 feet apart.
6. Shall not exceed an area of twelve (12) square feet per sign, including signs and headers.
7. Signs shall be set back five (5) feet behind the sidewalk and no closer than 14 feet to a driveway.
8. At the end of the permitted period, temporary signs must be promptly taken down.
9. Temporary signs for ongoing sales or similar type activities are not permitted.
10. Any sign found to be in non-compliance may be removed by a City official without notice.

(Amended by Ord. No. 2005-02, 2/3/05 & Ord. No. 2005-19, 10/25/05; Ord. No. 2007-02, 4/24/07; Ord. No. 2008-04, 5/13/08; Ord. No. 2011-01, 01/11/11)

I hereby agree to follow all rules and regulations according to the Alpine City Sign Ordinance and hereby acknowledge that I have received a copy of the Sign Ordinance.

Applicant Signature: _____

FOR CITY USE ONLY

Date: _____ Amount Paid / Payment Type: _____ Receipt #: _____

Two of the following signatures must be obtained:

Approved: _____ Date: _____
City Administrator

Approved: _____ Date: _____
City Planner

Approved: _____ Date: _____
City Code Compliance Officer

Approved location of sign: _____ (See attached map).

Alpine City values your privacy. We collect only the information necessary to provide requested services. Refusal to provide this information may prevent us from fulfilling your request. Your data may be shared with authorized third parties. For more details, including where your data may be stored, visit <https://www.alpineut.gov/170/Recorder>.

Initial _____