



City of Ketchum  
Planning & Building

OFFICIAL USE ONLY	
Date Received:	
By:	
Fee Paid:	
Approved Date:	
By:	

**Sign Permit Application**

ZONING CODE TITLE 17, CHAPTER 17.127

Please visit the City's website at: [www.ketchumidaho.org](http://www.ketchumidaho.org) and click on Municipal Code to view the new sign code.

BUSINESS OWNER INFORMATION							
Business Owner Name:		Business Mailing Address:			Business Street Address:		
Property Owner:							
Business Name:							
Phone:							
Business License Number:		Zoning District:			Sign Company Representative:		
					Phone:		
Sign(s) Proposed							
PERMANENT							
Type	Awning/ Marquee	Wall	Window	Projecting	Directory	Freestanding	Monu ment
Quantity							
TEMPORARY							
						Clerk's Office	
Type	Sandwich/ Portable	Temporary/ Banner	Construction Site	Development Opportunity	Temporary Signs and Banners Within Right-of-Way		
Quantity					N/A		
Additional Information							
The following information, at a minimum, for each sign is required to be submitted with your application.							
Please check off each item included:							
<b>Scaled, color graphic of the sign showing the following:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Dimensions of sign</li> <li><input type="checkbox"/> The entire text of the sign(s) including words, abbreviations, numbers, symbols, graphics and geometric shapes.</li> <li><input type="checkbox"/> Dimensions of letters, abbreviations, numbers, symbols, graphics and geometric shapes</li> <li><input type="checkbox"/> Color and materials</li> </ul>				<b>Scaled drawing(s) showing the following:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Site Plan with property lines, lot dimensions, building setbacks, location of customer access, sign location</li> <li><input type="checkbox"/> Lineal front footage of building and/or any sides of the building with customer access</li> <li><input type="checkbox"/> Location of existing and proposed sign(s) on building or site; include a color picture of the building or site</li> <li><input type="checkbox"/> Sign Area - The entire face of the sign including the advertising surface (both sides if two faces) and any framing, trim or molding, but not including any support structure</li> </ul>			

The Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Sign Permit Application in which the City of Ketchum is the prevailing party to pay reasonable attorney fees, including attorney fees on appeal, and expenses of the City of Ketchum.

I hereby acknowledge I have filled in this application accurately and provided the required information to the best of my knowledge.

Applicant Signature	Date
Cell Phone	Email