

Outdoor Advertising Sign Application and Permit

Idaho Transportation Department



Complete all sections on this page, attach the \$10.00 fee, site plan, a drawing of the sign and all required documents (see below). Submit to the Idaho Transportation Department District Office nearest the sign's location (shown on Page 2).

Required Documents and Fees (Application will be returned if <u>all</u> of the following documents and fees are not included) ITD reserves the right to request additional information			
<input type="checkbox"/> Copy of building permit or other city or county written permission	<input type="checkbox"/> A plan detail of the proposed sign (configuration of the display)		
<input type="checkbox"/> Detailed site plan of the proposed display location	<input type="checkbox"/> Copy of the last deed of record		
<input type="checkbox"/> Evidence of property owner's consent or copy of the sign site lease	<input type="checkbox"/> \$10.00 Non-refundable fee		

Sign Application is for (choose one)

Off-Premise Sign Community Official Sign Religious Notice Directional Other _____

Applicant's Name (type or print)		Applicant's Signature		Contact Phone Number
Mailing Address (for permits, letters and announcements)		City	State	Zip Code
Applicant Represents One or More of the Following				
<input type="checkbox"/> Sign Owner <input type="checkbox"/> Sign Company <input type="checkbox"/> Community <input type="checkbox"/> Church <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> Other _____				

Sign Site Land Owner's Consent – Complete this section or if a sign company, attach a copy of the lease

Sign Site Land Owner's Name (printed)	Sign Site Land Owner's Signature Granting Consent for Sign and Permission for ITD to Enter Property for Sign Inspection or Removal	Sign Site Landowner's Phone No.(s)
Sign Site Land Owner's Mailing Address	City	State Zip Code

Sign Location, Sign Structure, Sign Face, Illumination Information

Location	Highway Number	Nearest Milepost	Nearest Cross Street(s)		
	Sign Site Address (street number and name)		City	State	Zip Code
	Site Will Observe 20 Foot Structure Setback Requirement <input type="checkbox"/> Yes <input type="checkbox"/> No		If No, Provide Deed Number (required)		
Sign Face Description	Sign Face Height	Sign Face Width	Area in Square Feet (max 1000 sq. ft.)	Sign(s) Will be Illuminated <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of illumination (describe fully, attach separate sheet if necessary)
	Face(s) <input type="checkbox"/> Single-face <input type="checkbox"/> V-Type <input type="checkbox"/> Back-to-Back <input type="checkbox"/> Tri-vision (MMS) <input type="checkbox"/> Electronic Variable (LED or MMS)				
Sign Structure	Height of Overall Structure (including Face)	Distance From Bottom of Sign Face to Ground	Sign is in Place - If Yes, Date Erected <input type="checkbox"/> Yes _____ <input type="checkbox"/> No	Type of Sign Structure <input type="checkbox"/> Monopole <input type="checkbox"/> Steel Beams <input type="checkbox"/> Wood <input type="checkbox"/> Other _____	

Commercial Use (Describe qualifying business activity on the sign site)

Describe Commercial Use (business on site)	Business Owner name	Telephone
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Zoning Authority Affidavit (for authorized use only)

The sign site described above is zoned: <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Not Zoned		
County the Sign Will Be Located Within	City the Sign Will Be Located Within	Impact Area the Sign Will Be Located Within

I hereby certify that the sign site described above is zoned as specified above.

Authorized Zoning Representative's Name (printed)	Authorized Representative's Signature	Telephone Number	Date
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-- ITD Official Use Only --

1. Fees Paid <input type="checkbox"/> Check <input type="checkbox"/> Cash	Check Number	Cash Amount	2. District Receiving Payment	Date District Received	3. Date Application Returned to Applicant
4. Application/Sign Number	5. Sign Owner Number	6. Route	7. Street Name		8. Milepost <input type="checkbox"/> L <input type="checkbox"/> R
9. <input type="checkbox"/> Approve <input type="checkbox"/> Deny By District _____ Sign Agent					
District Sign Agent's Signature		Date	Headquarters Reviewer's Signature		Date

Idaho Transportation Department District Offices



Idaho Transportation Department Headquarters

PO Box 7129
3311 State St
Boise, ID 83707
(208) 334-8503

