



PLANNING & DEVELOPMENT SERVICES
PO Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208)234-6184 FAX (208)234-6586

APPLICATION FOR A FACE CHANGE PERMIT
(For Signs with Legal/Conforming Status)

Filing Fee - \$25.00

Submittal Date: _____

Staff Contact: _____

Permit #: _____

Receipt #: _____

Receipt Date: _____

Sign Contractor Information:

Name: _____

Address: _____

Phone: _____

Email: _____

Business/Site Information:

Name: _____

Address: _____

Phone: _____

Email: _____

Zoning: _____ Historic District: Yes No

Type of sign(s): _____

Illumination Source: _____

Dimension of Face(s): _____

Change in Illumination? Explain _____

Power Source: Existing New If new, Electrical Contractor's name: _____
(Must be a City of Pocatello licensed electrician)

Height (from ground level to top of sign(s)): _____

Any change in height? Explain: _____

Total Sign Area Existing on Site (include all painted wall signs, pole signs, and window signs): _____

Building Frontage (per street front): _____

Open Space (per street front): _____

Multi-Use Facility (more than one tenant in bldg.): Yes No

Does this signage overhang a public sidewalk or right-of-way? Yes No

THE FOLLOWING INFORMATION MUST ACCOMPANY EACH APPLICATION

1. A site plan which includes: the site with street locations, lot frontage dimensions, building location(s), building frontage dimension, open space dimension, landscaping, location of all existing and proposed signage with setback dimensions from property lines, and the dimensions of said signs.
2. Schematic drawings of the proposed sign(s) which indicate dimensions, height, colors, message, type of illumination, and construction materials.
3. Photographs of the site showing building and proposed location of sign(s).

