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| C:\Users\jafrench\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\G5L1CM05\ITD_Brand_Black.png | **Outdoor Advertising Sign Application and Permit****Idaho Transportation Department** | ITD 1850 (Rev. 04-18)itd.idaho.gov |

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| 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 all of the following documents and fees are not included)** ITD reserves the right to request additional information |
| [ ]  Copy of building permit or other city or county written permission[ ]  Detailed site plan of the proposed display location[ ]  Evidence of property owner's consent or copy of the sign site lease | [ ]  A plan detail of the proposed sign (configuration of the display)[ ]  Copy of the last deed of record[ ]  $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 |
| [ ]  Sign Owner [ ]  Sign Company [ ]  Community [ ]  Church [ ]  Non-Profit Organization [ ]  Other        |

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| **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 |
|       |       |     |       |

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| **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 | If No, Provide Deed Number (required) |
| [ ]  Yes [ ]  No |       |
| **Sign Face Description** | Sign Face Height | Sign Face Width | Area in Square Feet (max 1000 sq. ft.) | Sign(s) Will be Illuminated | Type of illumination (describe fully, attach separate sheet if necessary) |
|       |       |       | [ ]  Yes [ ]  No |       |
| Face(s) [ ]  Single-face [ ]  V-Type [ ]  Back-to-Back [ ]  Tri-vision (MMS) [ ]  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 | Type of Sign Structure |
|       |       | [ ]  Yes       [ ]  No | [ ]  Monopole [ ]  Steel Beams [ ]  Wood[ ] Other        |

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| **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: | [ ]  Commercial | [ ]  Industrial | [ ]  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 |
|       |  |       |       |

**-- ITD Official Use Only --**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. Fees Paid | Check Number | Cash Amount | 2. District Receiving Payment | Date District Received | 3. Date Application Returned to Applicant |
| [ ]  Check [ ]  Cash |       |       |       |       |       |
| 4. Application/Sign Number | 5. Sign Owner Number | 6. Route | 7. Street Name | 8. Milepost  |
|       |       |       |       |      .      [ ]  L [ ]  R |
| 9.[ ]  Approve [ ]  Deny By District       Sign Agent |
| District Sign Agent’s Signature | Date | Headquarters Reviewer’s Signature | Date |
|  |       |  |       |

**Idaho Transportation Department**

**District Offices**



District 6 206 N Yellowstone

 PO Box 97

 Rigby ID 83442

 (208) 745-7781

**5**

District 5 5151 South 5th

 Pocatello ID 83201

 (208) 239-3300

**4**

**2**

**1**

**6**

District 4 216 Date Street

 Shoshone ID 83352

 (208) 886-7800

District 3 8150 Chinden Blvd

 PO Box 8028

 Boise ID 83707

 (208) 334-8300

**3**

District 2 2600 Frontage Rd

 PO Box 837

 Lewiston ID 83501

 (208) 799-5090

District 1 600 W. Prairie

 Coeur d'Alene ID 83815

 (208) 772-1200



**Idaho Transportation Department Headquarters**

PO Box 7129

3311 State St

Boise, ID 83707

(208) 334-8506