

TC SP# \_\_\_\_\_



## SIGN PERMIT APPLICATION

The undersigned makes application for permission to erect, construct, alter or move the following sign(s). One application may be submitted for all signs, for a lot, building, or business, provided that each sign to be permitted is described and illustrated on this application.

The applicant should reference the Master Signage Plan and all other relative documents pertaining to development within the Big Sky Town Center prior to designing the sign and making application for a sign permit. The Town Center Owners Association is available for advice and direction concerning signs and other related development information by calling (406) 586-9629.

1. Applicant: \_\_\_\_\_

2. Applicant Address: \_\_\_\_\_  
\_\_\_\_\_

3. Applicant Contact: Daytime Phone \_\_\_\_\_ Fax \_\_\_\_\_

4. Property Owner: \_\_\_\_\_

5. Property Owner Address: \_\_\_\_\_

6. Property Owner Contact: Daytime Phone \_\_\_\_\_ Fax \_\_\_\_\_

7. Business Name: \_\_\_\_\_

8. Business Address: \_\_\_\_\_

9. Legal Description: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_

10. Zoning Designation (check one):  Town Center Commercial  
 Town Center Residential

11. Type of sign to be permitted (check one):  Permanent Sign  
 Temporary Sign  
 Sandwich Board Sign  
 Master Sign Plan – Commercial Building  
 Master Sign Plan – with a PUD

12. Number and Type of Sign(s): \_\_\_\_\_

TC SP# \_\_\_\_\_

13. Parcel/lot Size: \_\_\_\_\_SF Lot Dimensions: \_\_\_\_\_ Building Area: \_\_\_\_\_SF  
Total bldg frontage on public road: \_\_\_\_\_ft. Business/tenant area: \_\_\_\_\_SF  
Business/tenant area as % of total bldg : \_\_\_\_\_% Sign area as % of total allowable signage : \_\_\_\_\_%

14. Variance from Master Signage Plan Yes  Type 1  Type 2  No   
Why variance requested? \_\_\_\_\_

15. In addition to the above information, this application shall be submitted with the following items. All plan drawings shall be a minimum of 8.5" x 11" and shall be a maximum size of 11"x 17".

YES NO N/A

- Sign Permit Application Fee of \$100.00 for permanent and temporary signs and \$300.00 for Master Signage Plan (for a Commercial building, or with a PUD), both payable to the Town Centers Owners Association
- One (1) complete set of plans, drawings, photographs, and other materials listed below
- Scaled site plan illustrating location of building(s) on the lot, parking lots, driveways and sign locations, property lines, and setbacks and easements
- Photographs or illustrations of existing or proposed building(s) and signs
- Scaled building elevations (if building mounted signs are proposed), including height of building, entrances and doors, location of windows, architectural treatments, and proposed sign location(s)
- Scaled, detailed drawings of the proposed sign(s) clearly illustrating design, color, dimensions, supporting structures and fixtures, illumination devices, sign area, letter height and thickness, letter style, logo, and dimensions
- A visual color and materials palate, rendering, or physical samples of materials
- Landscape plan if the sign is located in a planting bed, retaining wall area or other landscaped area where in conjunction with plant or landscape materials

16. Applicant Signature

The undersigned hereby agrees that the proposed work shall be done in accordance with the plans and specifications and statements herewith submitted and in conformity with the Master Signage Plan.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only:

Application Received By: _____	Date: _____
Date Application Reviewed: _____	
Sign Permit Approved: _____ Denied _____	With Variance: YES NO
Inspection By: _____	Date: _____