



Planning Department
414 East Callender Street, Livingston, MT 59047
Telephone 406.222.4102 Fax 406.222.4109
Email planning@parkcounty.org

SIGN PERMIT APPLICATION

This is an application to the Zoning Coordinator to grant a Sign Permit within the Cooke City, Silver Gate, Colter Pass Zoning District to ensure that the placement of any sign is in accordance with the appropriate zoning regulations.

INSTRUCTIONS:

All applications shall be submitted at the Park County Planning Department. Any necessary filing fee must accompany the application. Please refer to the zoning regulations for fee schedules. All questions must be answered fully (as applicable). Please type or print. You may attach further pages if additional space is needed.

- Complete the application fully:
 - This includes full legal description of the property including the subdivision, block number, lot number, quarter section, Section, Township, and Range.
 - Be as specific as possible in describing the proposed sign.
 - Be sure to include the zoning on your property. Maps are located in the Planning Office for reference.
 - Be sure to include a copy of a Montana Department of Transportation permit if applicable.
- Prepare a dimensioned site plan of the proposal which includes, but is not limited to the following:
 - The location and dimension of the proposed sign.
 - The location of the proposed sign on the property and the dimensions of any existing and proposed buildings and structures. Please label all information and include building heights and dimensions of building facades.
 - North arrow, scale, property lines, setbacks between signs and property lines, and setbacks between signs and right-of-ways.
 - Other pertinent features.

Date of Application _____
Last Name of Applicant _____
Fee _____

The undersigned hereby makes application for permission to erect, construct, alter, or move a sign within the Cooke City, Silver Gate, Colter Pass Zoning District.

Name of Property Owner(s): _____

Phone Number: _____

Mailing Address: _____

Address of Project: _____

Legal location of building project: Subdivision _____

Zoning _____; Lot _____; Section _____; Township _____; Range _____

Type of Sign: *Please note that new billboards are not allowed.*

- ☐ Freestanding ☐ Wall Sign ☐ Roof Sign ☐ On Premise
☐ Off Premise ☐ Single Sided ☐ Double Sided ☐ Illuminated/Electronic

Distance to Property Lines: Front _____ Back _____ Side _____ Side _____

Sign Dimensions: Height from Grade _____ Face Height _____ Face Width _____

Sign Materials: _____

Type of Business: _____

Proposed Completion Date: _____

This permit becomes null and void if work or construction authorized is not commenced within six months and work completed within a reasonable time.

I certify that information presented is true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

(Contractor or Authorized Agent)

(Date)

(Owner Signature, if Builder)

(Date)