



SIGN PERMIT EXCEPTION APPLICATION CHECKLIST

A SIGN EXCEPTION MAY BE GRANTED IF IT WILL RESULT IN A HARMONIOUS SIGN PLAN, OTHERWISE COMPLIES WITH THE INTENT OF SMC CHAPTER 17.60, AND IS CONSISTENT WITH THE FOLLOWING GUIDELINES:

1. Signs shall be limited to the fewest number reasonably necessary to accomplish the purpose for which they are intended;

Explain how your proposal indicates the fewest number of signs in order to advertise your business to all prospective customers.

2. Signs shall be sized appropriately, considering the purpose of the sign, the distance from which it must be viewed, the size of other signs in the vicinity, the amount of total sign area designated for a similar use, the same use and the speed of passing vehicles. Consideration should also be given to the size of the sign in proportion to the building and the site;

(Staff note: Submit a scaled site plan indicating the location and the size of each sign proposed and the distance from each sign that a potential customer is expected to view such a sign (i.e. Interstate-70, State Highway 6, Interchange, etc.). Submit a statement that addresses those questions in 2. above.)

3. The sign's height shall not negatively detract from the adjacent properties or the surrounding visual corridors.

(Staff note: Submit elevation drawings to show the sign's height in relation to the sign's area. Submit a statement indicating how this sign's height may or may not affect adjacent properties.)

4. The sign shall be designed to accommodate the existing topography of the site;

(Staff note: Submit topographical drawing to show any usual characteristics associated with the placement of the sign on the property.)

5. The sign shall not substantially obscure any part of another sign designed for a separate use, whether on the same property or on an adjacent property.

(Staff note: Submit a statement indicating all adjacent property signs that may or may not be affected by your proposed signs.)

6. An applicant requesting an exception shall submit to the town a complete sign permit application on a form provided by the town, and a statement by the applicant detailing the type(s) of exception(s) requested, for consideration by the planning & zoning commission, no fewer than fifteen days prior to a regularly scheduled meeting. Submittals shall be in conformance with Section 17.60.050 of this chapter.