

Town of Virginia City, Montana

Pursuant to the authority of the Town Council of Virginia City, Montana under Chapter 3 of the Virginia City Municipal Code (VCMC) a fully authorized permit is required for exterior mounted or visible signs.

Date: _____

Name of Applicant: _____

Name of Business: _____

Block: _____ Lot: _____ or Location: _____

Mailing Address: _____

Physical Address: _____

Phone Number: _____

Email Address: _____

1. Type of sign: (applied, projecting, window, sandwich board, etc.)

2. General location of sign on/near business:

3. Size of sign: (dimensions in inches or feet): _____

4. Describe material used to construct sign: (wood, metal, composite, etc.)

5. Proposed color(s) scheme: _____

6. Proposed lettering/font styles: _____

Note: The Historic Preservation Officer (HPO) is available, upon request, to provide sign design advice to the applicant. Refer to VCMC Chapter 3 for more information.

Sign Design: Provide a photo, illustration, or scaled drawing of proposed sign design showing overall dimensions, lettering (font), colors, graphical elements, and message content. Attach additional pages and reference materials as necessary.

Permit Application Fee: non-refundable \$25 fee per sign requested (amount set annually by the Town of Virginia City Fee Schedule).

Received by Town Clerk/Treasurer:

\$25 Permit Application Fee _____ Check # _____

Signature _____ Date _____

Historic Preservation Officer Review:

Comments _____

Recommendation _____

Signature _____ Date _____

Sign Committee Review (Historical Preservation Advisory Board (HPAC)):

Comments _____

Recommendation (chairperson) _____

Signature _____ Date _____

Town Council Review:

Comments _____

Recommendation (mayor) _____

Signature _____ Date _____

HOLD HARMLESS AGREEMENT

Town of Virginia City, Montana

Release of Liability Agreement to Hold Harmless and to Defend

The undersigned, _____ ,
at address _____ ,
has requested permission and been granted a permit to place a _____

_____ at the above address. The undersigned recognizes that there is a risk of placing signage, fencing, and constructed elements in locations where pedestrians and/or motor vehicle traffic may be injured if the identified element(s) should become disengaged from its location.

As condition of the Town of Virginia City granting the permit the undersigned hereby agrees as follows:

1. He/She has inspected the hardware and materials used to install the sign or structure for wear and potential injurious conditions.
2. He/She has inspected all aspects of the actual sign and structure and the area proposed for mounting for potential hazards (loose parts, rotten wood, etc.).
3. He/She assumes all risk to themselves, their employees, customers, pedestrians, passengers, and all others who may potentially sustain injury in connection of dislodging or coming in contact with the sign or structure listed above.
4. In consideration of the permit granted, the undersigned for themselves, their administrators, and/or heirs assigns, releases, and discharges the Town and all of its' agents, officers, employees, and/or officials from any claim, demand, and/or cause of action of any sort for injuries sustained due to negligence or malfunction due to improper mounting, wind, placement, etc.
5. The undersigned further agrees to hold the Town of Virginia City and all of its agents, officers, and employees harmless from any claim or cause of action brought by another and shall defend against the same.

Signature of Applicant

Date

Signature of Mayor

Date

Attest: Town Clerk/Treasurer

Date