

## *Submittal Requirements:*

A completed temporary sign permit application (aka: a banner permit) with the appropriate fee and the following information:

1. A plan showing the proposed location of the banner on the building.
2. The dimensions of any banner and description of other accepted displays.
3. Dates when the event will take place.
4. Contact information for the business owner.



## **Temporary Signs not in Compliance with these Requirements:**

Temporary signs installed out of compliance with these provisions or continued after an expired temporary sign permit may be removed by the City without prior notice to the owner of the sign.

The City will store these signs and may dispose of them after 30-days notice to the owner, if known. Sign owners can retrieve their signs from city staff. Contact the Planning Department at 863-2410 or 418 E 2nd Street.

## City of Whitefish

PO Box 158  
418 E 2nd Street  
Whitefish, Montana 59937  
Phone: 406-863-2410  
Fax: 406-863-2409  
Web: [www.cityofwhitefish.org](http://www.cityofwhitefish.org)

## *Temporary & Exempt Signs*

## *Temporary Sign Permit Information*



# Temporary Sign Standards

## Signs that do not Require a Sign Permit:

Real estate 'for sale' 'for rent' or 'open house' on *private property* that do not exceed 6 square feet for residential and 16 square feet for commercial

Construction or contractor signs located on *private property* that do not exceed 16 square feet per face or multiple contractors on a single development site on one sign no greater than 32 square feet per face. Signs must be removed either at the time of substantial completion or occupancy.

Nonilluminated window displays, window signs and painted window lettering.

Campaign and election signs on *private property* that do not exceed 32 square feet and are not placed more than 90 days before an election and removed within 7 days after the election.

Political Signs on *private property* not to exceed 32 square feet on commercial and industrial property or 16 square feet on residential property.

On-site traffic, directional signs and/or informational signs that do not exceed 2 square feet per face and are no taller than 3-feet (This does not permit off-site real estate signs.)

Menu boards mounted on a building wall up to 6 square feet—the area beyond 6 square feet counts toward the total allowable sign area

Flags 3' x 5' when hung from a building, 5' x 7' when hung from a pole with a minimum clearance of 8' when projecting over a sidewalk and 15' when hung from a pole; no more than 3 flags in a group; poles shall be no taller than 35'

Changeable Copy Sign for churches, schools, theater or convention centers located on *private property*.

Holiday signs and lighting displays

Works of Art with no advertising

Nameplates for public entrances of buildings that do not exceed 2 square feet

Building Identification not to exceed 6 square feet. This type of sign does not pertain to signs for businesses

## Temporary Signs that Require a Permit:

Commercial Event: Used to identify a sale or other event located on *private property*. Not to exceed 30 consecutive days in a 6 month period per business, no two events shall be closer than 4 months apart. All temporary signage must be located on private property and not within the right-of-way.

A Temporary Sign Permit may include: Banners, not to exceed 24 square feet, pennants, festoons, balloons, tethered objects, strings of flags, streamers, inflated objects or any other device intended as an attractant which is affected by the natural movement of air.

