

## Sign Permit Application

Applications will not be processed until all application fees have been submitted.

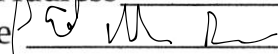
**SIGN APPLICATION FEES**Application Fee: \$15.00  
Fee Paid    Receipt # \_\_\_\_\_**SIGN REVIEW**Building Official  
Historic District Commission**Zoning District:**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Business General             | <input type="checkbox"/> Residential General      | <input type="checkbox"/> Industrial       |
| <input checked="" type="checkbox"/> Business Historic | <input type="checkbox"/> Residential Conservation | <input type="checkbox"/> Industrial Light |
|   | <input type="checkbox"/> Residential Low Density  | <input type="checkbox"/> Waterfront       |

**BH District (Please refer to the regulations for signage within the Business Historic District.)**

DEPENDING ON WHICH ZONING DISTRICT YOUR PROPERTY IS LOCATED IN, THERE ARE UNIQUE SIGN STANDARDS WHICH YOU MUST ABIDE BY. PLEASE MAKE CERTAIN THAT YOUR PLANS ARE IN COMPLIANCE WITH THESE STANDARDS. IF YOU ARE NOT CERTAIN WHICH ZONING DISTRICT YOUR PROPERTY IS IN, AND/OR WHAT SIGN STANDARDS YOU MUST MEET, PLEASE CALL AND ASK OR COME BY CITY HALL AND REFER TO THE CITY ZONING CODE.

**If you are altering an existing sign or proposing a new sign, you must submit this application and receive approval from the City prior to altering or erecting a sign.**

**Property Owner:** Name Paul Nils Davis and Earl H. Stovall, Jr.  
 Phone & Fax 907-209-0557  
 Mailing Address P.O. Box 1345 Skagway, AK 99840  
 Signature   
 Date 03/20/2024

**Business Owner:** Name Patricia Moncibaiz  
 Phone & Fax 915-231-0717  
 Mailing Address P.O. Box 197 Skagway, AK 99840  
 Who should we contact regarding this permit? Patricia Moncibaiz

**Business Location:** Lot(s) 8A  
 Block(s) 23  
 Subdivision \_\_\_\_\_  
 Street Address 648 Broadway st. Skagway, AK 99840  
 Other \_\_\_\_\_

RECEIVED

MAR 14 2024

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 Signature \_\_\_\_\_  
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 Phone & Fax 915-231-0717  
 Mailing Address P.O. Box 197 Skagway, AK 99840  
 Who should we contact regarding this permit? Patricia Moncibaiz

**Business Location:** Lot(s) 4  
 Block(s) 29  
 Subdivision \_\_\_\_\_  
 Street Address 648 Broadway st. Skagway, AK 99840  
 Other \_\_\_\_\_

RECEIVED

MAR 14 2024

**RC, RLD and RG Districts**

Prohibited Signs. Off premises signs visible from a public right-of-way.

Allowed signage:

- One (1) sign, not to exceed eight (8) square feet, to identify a home occupation.
- Total sign area shall not exceed twelve (12) square feet, to identify a conditional use.
- Total sign area shall not exceed twenty (20) square feet, to identify public and semi-private institutions, churches, and similar uses.

**BG District**

Allowed signage: total signage area shall not exceed one hundred sixty (160) square feet per business structure or property and may include:

- Facade sign -- two (2) per business structure provided sign area does not exceed fifteen percent (15%) of wall area upon which sign is displayed.
- Projecting sign -- one (1) per business structure provided each face does not exceed eight (8) square feet.
- Freestanding sign -- one (1) per business property, area not to exceed sixty-four (64) square feet.

**I District, Industrial Light and Waterfront Districts**

Allowed signage: total signage area shall not exceed one hundred sixty (160) square feet per business property and may include: any permitted sign, provided that only one (1) free standing sign per business property is allowed, its sign area not to exceed sixty-four (64) square feet.



**DESCRIPTION OF SIGN(S): (Identifying text)**

\_\_\_\_\_

THE SITTIN' SASQUATCH

\_\_\_\_\_

Size of Sign: 33" x 16"

Sign Material: Marine grade plywood

Font Type: Bodini Font Size: 47

Sign Design Colors: Black and White

**ACCURATE DRAWINGS OR PHOTOS REQUIRED:**



**TYPE OF SIGN(S):**  Façade Mounted  Freestanding  
 Projecting  Roof Mounted  
 Other \_\_\_\_\_

**NOTE:** Projecting signs may not project more than 2/3 the width of the sidewalk. When giving measurements of projecting sign include measurement of sidewalk and distance between sidewalk and the bottom edge of the sign.

**ILLUMINATION:**  Internal  External  None



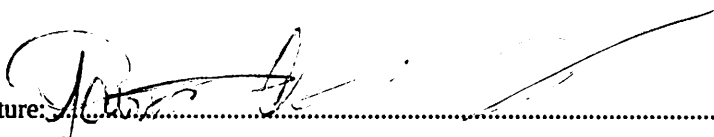
**SIGN APPROVAL SUBMITTAL MUST INCLUDE:**

- Plan View (Showing location of existing and proposed signs) *(Nothing larger than 11”X17” will be accepted)*
- Design or As-Built Drawings of Building showing dimensions *(Nothing larger than 11”X17” will be accepted)*
- Summary of Existing Signs *(Must include the following; may use separate paper to describe)*
  - ✓ Description of each sign
  - ✓ Size of each sign including total square footage
  - ✓ Type of each sign (façade; mounted or painted directly on building; projecting, freestanding, roof mounted)
  - ✓ Location of each sign



**TOTAL SIZE OF EXISTING AND PROPOSED SIGNS ON PROPERTY:**

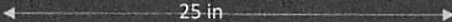
Total Area of Existing Sign(s)	Total Area of Proposed New Sign(s)	Total Area of ALL Signs	Total ALLOWABLE Area
1.	1.	1.	
2.	2.	2.	
3.	3.	3.	
4.	4.	4.	
5.	5.	5.	
<b>Total:</b>	<b>Total: 3.67 sq ft</b>	<b>Total:</b>	<b>Total:</b>

Property Owner/Business Owner/Agent Signature: 

Date: 03/13/2024



33 in



25 in



16 in

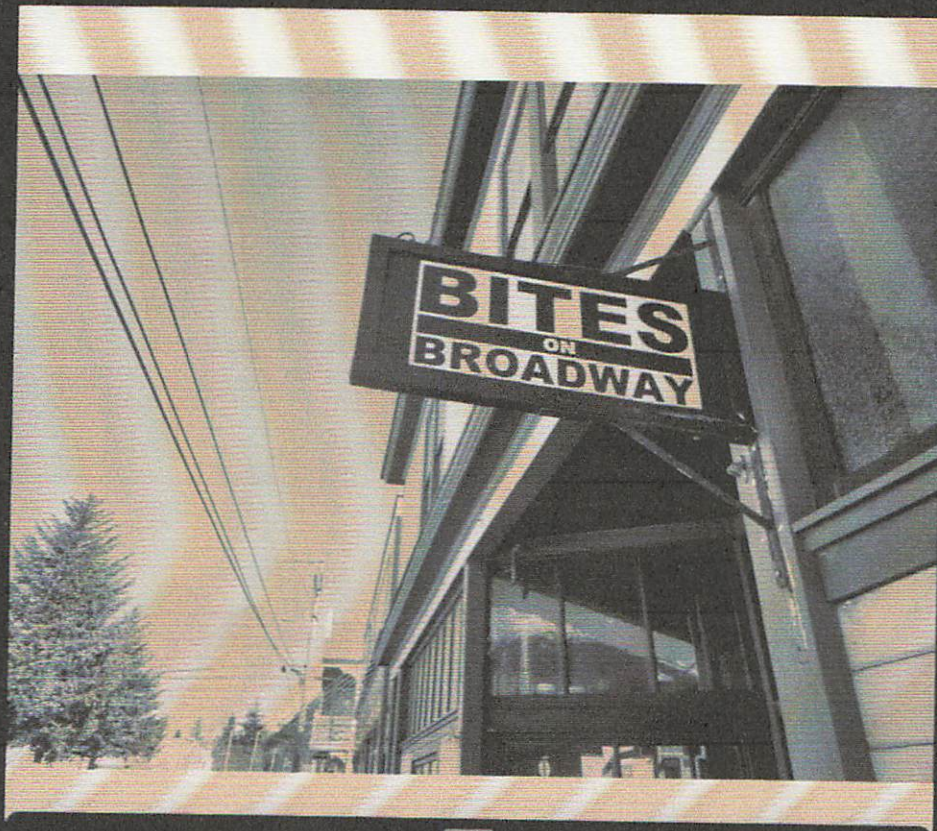
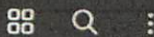


11 in

**THE SITTING**  
**SASQUATCH**

5:37

75%



Upload to OneDrive



## Stacy Fairbanks

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**From:** Trish Moncibaiz <thesittinsasquatch@gmail.com>  
**Sent:** Monday, March 18, 2024 5:58 PM  
**To:** Stacy Fairbanks  
**Subject:** [External Email] Re: Sign Permit Application # 2024008

**[ATTENTION: This Email was received from outside the Municipality]**

Hi Stacy,  
It is 8'3"  
Let me know if there's anything else.  
Thanks for all your help  
Trish

On Mon, Mar 18, 2024 at 9:57 AM Stacy Fairbanks <[S.Fairbanks@skagway.org](mailto:S.Fairbanks@skagway.org)> wrote:

Hi Trish,

Can you please measure the existing sign clearance from the boardwalk? Per SMC 19.08.012(A)(7)(b)(i) Sign clearance of projecting signs shall be a minimum of eight (8) feet above grade.

Please reply to this e-mail with the sign clearance measurement, so I can add this e-mail correspondence to your application.

Thanks,



**Stacy Fairbanks**

Permitting Official

Municipality of Skagway

PO Box 415

Skagway, AK 99840

**Phone** (907) 983-3906

## Stacy Fairbanks

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**From:** Trish Moncibaiz <thesittinsasquatch@gmail.com>  
**Sent:** Tuesday, March 19, 2024 11:19 AM  
**To:** Stacy Fairbanks  
**Subject:** Re: [External Email] Re: Sign Permit Application # 2024008  
**Attachments:** Pending\_2024008 The Sittin Sasquatch, Projecting Sign.pdf

here is the signed copy. thanks for everything.

On Tue, Mar 19, 2024 at 10:01 AM Trish Moncibaiz <[thesittinsasquatch@gmail.com](mailto:thesittinsasquatch@gmail.com)> wrote:  
yes, 4 and 7 not 47 and I will get that signed as quickly as possible.

On Tue, Mar 19, 2024 at 7:37 AM Stacy Fairbanks <[S.Fairbanks@skagway.org](mailto:S.Fairbanks@skagway.org)> wrote:

Trish,

I noticed that the application is not signed and dated by the property owners. Can you please have the property owners sign and date on page 1 and send back the application?

Also, I just need a confirmation that the font you are planning on using is Bodoni Black and the font size is 4 and 7, not 47.

Thanks,



**Stacy Fairbanks**

Permitting Official

Municipality of Skagway

PO Box 415

Skagway, AK 99840

Phone (907) 983-3906

[www.skagway.org](http://www.skagway.org)





Receipt Number: R00020197

Cashier Name: Stacy Fairbanks

Terminal Number: 8

Receipt Date: 3/18/2024 9:33:52 AM

Trans Code: PERMITS - PERMITS

Account: 2024008 MONCIBAIZ, PATRICIA

\$15.00

2024008 15.00CR  
LOT 8A, PLAT 2011-1

041

15.00CR

MONCIBAIZ, PATRICIA

**Total Applied Amount: \$15.00**

Payment Method: CREDIT CAF Payor: MONCIBAIZ, PATRICIA Reference: Visa-Authorized Amount: \$15.00

**Total Payment Received: \$15.00**

**Change: \$0.00**

Cardmember acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth by the cardmember's agreement with the issuer.

X \_\_\_\_\_