

APPLICATION FOR PERMIT

**\$10.00 App. Fee**

NAME OF BUSINESS \_\_\_\_\_ OWNER \_\_\_\_\_

ADDRESS OF BUSINESS \_\_\_\_\_ TOWN \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

NAME OF SIGN INSTALLER \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME OF PROPERTY OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

BLOCK \_\_\_\_\_ VARIANCE # \_\_\_\_\_ NEW SIGN \_\_\_\_\_

LOT \_\_\_\_\_ DATE \_\_\_\_\_ CHANGE OF COPY \_\_\_\_\_

ZONE \_\_\_\_\_ PREVIOUS BUSINESS \_\_\_\_\_

FUNCTIONAL \_\_\_\_\_

DIMENSIONS OF SIGN

CHANGEABLE COPY \_\_\_\_\_

HEIGHT \_\_\_\_\_ FEET

ILLUMINATED \_\_\_\_\_

X WIDTH \_\_\_\_\_ FEET

TOTAL \_\_\_\_\_ SQ. FEET

BUILDING HEIGHT \_\_\_\_\_ FEET

BUILDING WIDTH X \_\_\_\_\_ FEET

FAÇADE AREA = \_\_\_\_\_ SQ. FEET

% PERMITTED X \_\_\_\_\_

SIGN FOOTAGE PERMITTED = \_\_\_\_\_ SQ. FEET

PERMITTED:

EACH BUSINESS WITH STREET FRONTAGE IS PERMITTED ONE FAÇADE SIGN FOR EACH STREET FRONTAGE.

PROJECTION BEYOND BUILDING LINE OF NO MORE THAN TWO (2) FEET

PROPOSED \_\_\_\_\_ FEET

FOR A NEW SIGN, ATTACH A PLOT PLAN SHOWING:

SITE RELATED DIMENSIONS

STRUCTURAL DESIGN

**NO PHONE NUMBERS OR WEB SITES PERMITTED ON SIGNS**

METHOD OF ILLUMINATION AND INTENSITY OF LIGHT

FOR ALL SIGNS, ATTACH THE FOLLOWING:

A SCALE DRAWING OF THE SIGN:

DIMENSIONS OF THE SIGN

COLOR SCHEME

MESSAGE ON EACH SIGN FACE

PHOTO OF THE SITE WITH NORMAL LENS FROM APPROXIMATELY 40 FEET

WRITTEN APPROVAL FROM THE OWNER

**PLEASE TURN OVER, SIGNATURE AND DATE NEEDED ON REVERSE SIDE FOR SUBMISSION**

**I CERTIFY THE STATEMENTS AND INFORMATION  
CONTAINED IN THIS APPLICATION ARE TRUE AND  
ACCURATE.**

**DATE** \_\_\_\_\_

**SIGNATURE OF APPLICANT** \_\_\_\_\_

TAXES PAID \_\_\_\_\_  
ZONING APPROVAL # \_\_\_\_\_

**PLEASE TAKE COPY TO BUILDING INSPECTIONS**

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED \_\_\_\_\_

THIS ACTION IS CONDITIONED ON THE INFORMATION PRESENTED BEING  
TRUE AND ACCURATE.

DISAPPROVED \_\_\_\_\_

\_\_\_\_\_  
DATE

\_\_\_\_\_  
MEMBER OF COMMUNITY DEVELOPMENT

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DATE \_\_\_\_\_ RECEIPT NUMBER \_\_\_\_\_ AMOUNT \$ \_\_\_\_\_  
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**NOTE TO ALL APPLICANTS:**

**SIGN PERMITS ARE SUBJECT TO AN ANNUAL RENEWAL FEE OF TEN DOLLARS (\$10.00) PER SIGN.  
EACH YEAR A BILL WILL BE SENT INFORMING YOU THAT THE FEE IS DUE.**

THANK YOU