

SIGN APPLICATION-TOWN OF ESSEX

Date _____ APPLICATION FEE \$100.00 _____ PERMIT # _____
(includes recording fee) Appeal Period Expires _____
Zoning District _____

Address of Sign Location: _____ MAP _____ PARCEL _____ LOT _____

Business Name for Sign: _____

Type of Sign: *Free Standing* _____ (size) *Façade* _____ (size)

Height (from ground level to top of free-standing sign): _____

Applicant's Mailing Address: _____

Phone Number – Home: _____ Work: _____ Cell: _____ Fax: _____

Applicant(s) Signature: _____

Landowner(s) Signature: _____

INSTRUCTIONS FOR FILING APPLICATION:

All sign approval applications will be pursuant to the Town of Essex Sign Regulations contained within Section 25.10 of the Town of Essex Sign Regulations. A copy has been attached to this application form for your review and information. Approval or denial will be based upon a complete submittal of all the required information. In the case of denial of the application an explanation will be in writing.

INSTRUCTIONS FOR FREE STANDING SIGNS:

- a) Scaled lot plan indicating sign location;
- b) Diagram if sign with information according to the attached sample diagram.

INSTRUCTIONS FOR FAÇADE SIGNS:

- a) Plan of building façade and sign pursuant to the attached sample plan.

Note: The Zoning Administrator may require additional information to make a proper evaluation on a case by case basis.

On this _____ day of _____, _____, your application was:
_____ approved _____ denied.

See attachment for conditions of approval or reasons for denial.

TOWN OF ESSEX

By: _____

Zoning Administrator

ANY INTERESTED PERSON MAY APPEAL THE DECISION OF THE ZONING ADMINISTRATOR TO THE ZONING BOARD OF ADJUSTMENT WITHIN 15 DAYS OF PERMIT ISSUANCE. COMMENCING CONSTRUCTION WITHIN THIS 15 DAY APPEAL PERIOD IS PROHIBITED BY LAW.