

# TOWN OF LONGMEADOW

## SIGN PERMIT APPLICATION

Date submitted to Planning Board: \_\_\_\_\_

Company Name or Owner \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Sign Location Address: \_\_\_\_\_

Telephone # \_\_\_\_\_ Nearest Intersection \_\_\_\_\_

Square Ft. Area of Proposed Sign(s) \_\_\_\_\_ Single or Double Face \_\_\_\_\_

Free Standing:    Yes     No     Attached to Building:    Yes     No

If Free Standing: Height Above Ground Level to top of sign: \_\_\_\_\_

Projection, if any \_\_\_\_\_

If attached to Building: Does sign project over pedestrian or vehicle way \_\_\_\_\_ How much \_\_\_\_\_

Set Back from Street or Way: \_\_\_\_\_ Distance to nearest side line: \_\_\_\_\_

Distance to top of sign above vertical wall: \_\_\_\_\_ Illuminated \_\_\_\_\_ Non-Illuminated \_\_\_\_\_

Is Proposed Sign:    Permanent \_\_\_\_\_ Temporary \_\_\_\_\_ If temporary, # of days \_\_\_\_\_

FROM \_\_\_\_\_ TO \_\_\_\_\_

**ATTACH A SKETCH OF THE PROPOSED SIGN INDICATING COLOR, SIZE, SUPPORTS, ETC.**

Total # of existing Signs \_\_\_\_\_ Total square ft. area of Existing Signs \_\_\_\_\_

Total # of Proposed & Existing Signs \_\_\_\_\_ Total square ft. area of Proposed & Existing Signs \_\_\_\_\_

**THE SIGN WILL BE ERECTED WITHIN THE CONFINES OF THE ZONING BYLAW**

**Applicant: (print)** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Estimated Cost of the sign:** \_\_\_\_\_

**Planning Board Approval:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Planning Board Fee:**            \$50                            **Paid:**    Yes             No

**Date Submitted to Building Department:** \_\_\_\_\_ **Building Permit #** \_\_\_\_\_

**Building Permit Fee**            \$75                            **Paid:**    Yes             No

**WORKERS' COMPENSATION INSURANCE AFFIDAVIT (M.G.L., §25C (6))**

Worker's Compensation Insurance Affidavit must be completed and submitted with this application. Failure to provide this affidavit will result in the denial of the insurance of the Building Permit

Signed Affidavit:                            Yes                             No

**This is to certify that a permit is hereby granted to erect a sign at the above location.**

\_\_\_\_\_  
**Building Commissioner/Zoning Enforcement Officer**

\_\_\_\_\_  
**Date Issued**