

Date: \_\_\_\_\_ Application #: \_\_\_\_\_  
 Fees Paid: \_\_\_\_\_ + \$10 recording fee = \_\_\_\_\_  
 Parcel ID #: \_\_\_\_\_  
 Tax Map #: \_\_\_\_\_

**TOWN OF WATERBURY  
 SIGN APPLICATION for ZONING PERMIT**

Please provide all of the information requested in this application.

Read the Zoning Regulations and familiarize yourself with the requirements. Failure to provide all the required information will delay the process of this application. For instructions on how to fill out this form please refer to the *Zoning Permit Application Instructions & Fee Schedule* available on the municipal website or at the municipal offices. Submit one copy of the completed application and a check payable to the Town of Waterbury according to the zoning fee schedule. For questions about the permit process please contact the Zoning Administrator at 244-1018.

**CONTACT INFORMATION**

**APPLICANT**

Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Home Phone : \_\_\_\_\_  
 Work/Cell Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**PROPERTY OWNER (if different from Applicant)**

Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Home Phone : \_\_\_\_\_  
 Work/Cell Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**SIGN DESCRIPTION**

Physical Location of project (E911 Address): \_\_\_\_\_  
 \_\_\_\_\_  
 Reason for sign: \_\_\_\_\_  
 Statement on sign: \_\_\_\_\_  
 Estimated construction date: \_\_\_\_\_

List all existing signs on property and square footage:

	SIGN	SQ. FT
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____

**PROPOSED SIGN DIMENSIONS**

Length: \_\_\_\_\_ Height: \_\_\_\_\_ Width: \_\_\_\_\_ Sq. Footage: \_\_\_\_\_

For ground signs, setbacks from property lines:

front: \_\_\_\_\_ sides: \_\_\_\_\_ rear: \_\_\_\_\_

For projecting signs, height above pedestrian way: \_\_\_\_\_

Will sign block entry/exit line of site:  Yes  No

If Yes, please describe: \_\_\_\_\_  
 \_\_\_\_\_

**CHECK ALL THAT APPLY:**

- New sign
- Addition to existing sign
- Replacement sign
- Other \_\_\_\_\_

**SIGN USE**

- Commercial / Industrial
- Residential
- Other \_\_\_\_\_

**SIGN STRUCTURE**

- Freestanding
- Attached to building
- Single-sided
- Double-sided
- Other \_\_\_\_\_

**SIGN PRESENCE**

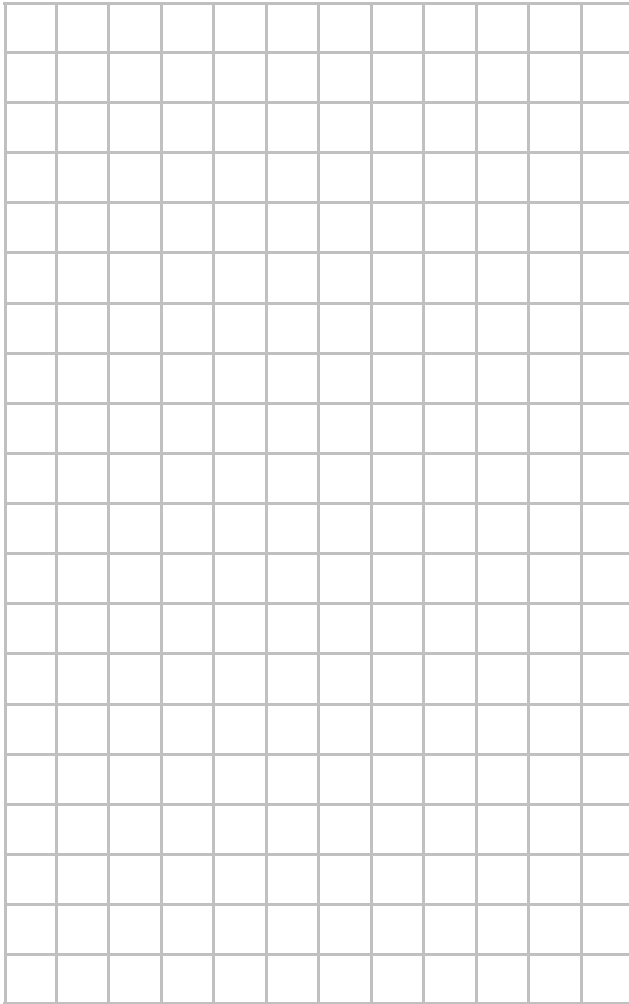
- Permanent
- Temporary—*please insert timeframe*  
 From: \_\_\_\_\_  
 To: \_\_\_\_\_

**SIGN ILLUMINATION**

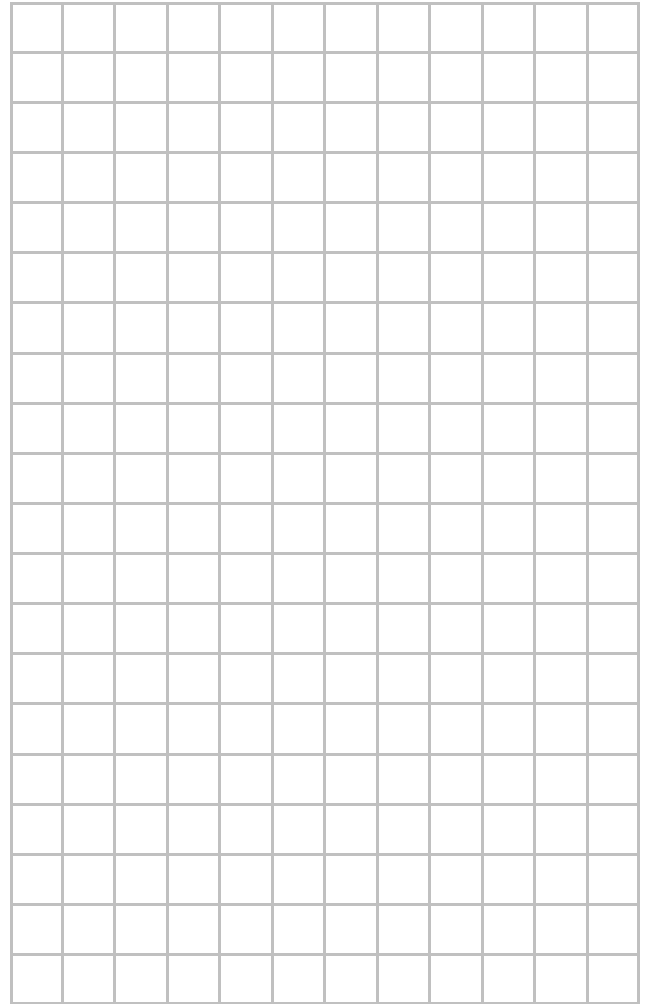
- Down lit
- Up lit
- Illuminated from within
- None
- Other \_\_\_\_\_

**SKETCH PLANS** Please include 2 sketch plans of your proposal, drawn to scale with all dimensions labeled. You may use the space below or attach separate sheets. For plans larger than 11"x17" please provide a digital copy in addition to a paper copy.

A) Site Plan— Please sketch property boundaries, building locations and sign location.



B) Elevation— Please sketch sign structure including supports and illumination,



**SIGNATURES** The undersigned hereby applies for a Zoning Permit for the use described in this application to be issued on the basis of the representations made herein all of which the applicant swears to be complete and true.

\_\_\_\_\_  
Applicant Signature date

\_\_\_\_\_  
Property Owner Signature date

**CONTACT** Zoning Administrator Phone: (802) 244-1018  
Mailing Address: Waterbury Municipal Offices, 28 North Main Street, Suite 1, Waterbury, VT 05676  
Municipal Website: [www.waterburyvt.com](http://www.waterburyvt.com)

**OFFICE USE ONLY**

Zoning District/Overlay: \_\_\_\_\_

Date Permit issued (effective 16-days later): \_\_\_\_\_

Remarks & Conditions: \_\_\_\_\_

\_\_\_\_\_

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_