

# SIGN Permit Application

Permit Number \_\_\_\_\_

*\*This information to be completed by Code Administration.*

Map/Lot \_\_\_\_\_ Tax sheet \_\_\_\_\_ Permit Fee \_\_\_\_\_

Date Received \_\_\_\_\_ Date Approved \_\_\_\_\_

Approved by Code Enforcement Officer: \_\_\_\_\_

## Business Owner Information

Owner: \_\_\_\_\_ Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Business Location: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

## SIGN Manufacturer & Installation Contractor Information

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cost of sign(s): \_\_\_\_\_

- An accurate reproduction of proposed sign, showing colors and dimensions, must be attached.
- The sign, its foundation and attachments shall conform to the 2003 International Building Code, Chapter 16 and Appendix H. This information is required on the plan.
- A Plot plan showing sign setbacks to the property lines is required. See Falmouth Zoning Ordinance Section 5.17
- All electrified Signs must carry a UL label or comparable testing laboratory label.

Sign Type: Wall \_\_\_ Free Standing \_\_\_ Temporary Business Sign \_\_\_ Single Face \_\_\_ Double Face \_\_\_

Dimensions: Post Height \_\_\_ Height \_\_\_ Width \_\_\_ Square Feet \_\_\_ Section 9.1, Town of Falmouth Zoning & Site Plan Review Ordinance: Signs in excess of 20 square feet require Planning Board Approval. **P/B Approval Date:** \_\_\_\_\_

Lighting: Internal \_\_\_ External \_\_\_ Section 5.19, Town of Falmouth Zoning & Site Plan Review Ordinance: Illumination of signs shall be permitted only between the hours of 7:00 a.m. and 11:00 p.m., except that this time restriction shall not apply to the illuminated signs of retail establishments during such hours as the establishments are lawfully open to the public. Within the BP and VMU Districts, no sign with internal illumination shall be permitted.

**Fee Schedule = \$25, \$5 for each additional sign or face Total Fee = \$ \_\_\_\_\_**

- **A Sign Permit is not issued until the Code Officer has signed this Application.**

I acknowledge that I understand the information herein.

Signature of Property or Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**Inspections required:** When Sign is **ready** to be installed & electrical work is complete \_\_\_/\_\_\_/\_\_\_ Inspector \_\_\_\_\_

Notes:

*Failure to schedule inspections and receive final approval from the Inspector will constitute Occupancy with out a Certificate. Fines will be imposed at a rate not less than One Hundred Dollars (\$100.00) nor more than Twenty-Five Hundred Dollars (\$2,500.00) per day.*