



Office of the Inspector of Buildings

127 Hartwell Street

West Boylston, Massachusetts 01583

Inspector of Buildings

Telephone 508-835-6091

Fax 508-835-4102

DO NOT WRITE IN THIS SPACE

Permit No.: _____ Date: _____

TO LOCATE OUTDOOR ADVERTISING SIGN

This application is good for one (1) sign / Each sign MUST have a separate application

- 1 Owner's name- _____ Telephone- _____
Please Print
- 2 Owner's address- _____
- 3 Name of business- _____ Telephone- _____
- 4 Address of business- _____
- 5 Sign made by- _____ Telephone- _____
- 6 Address- _____
- 7 Sign installer's name- _____ Signature _____
Please Print
- 8 Address- _____
- 8 Location of sign- _____
- 9 Size of Lot- _____
By square footage
- 10 Side of street- _____ North _____ South _____ East _____ West _____
- 11 Materials used to construct sign- _____
Use additional sheets if necessary
- 12 Are there any sign(s) on the property now? If yes
 - a) How many? _____
 - b) How many square feet are the sign(s)? _____
 - c) Please provide a picture of existing signage.
- 13 Dimension of sign: Width _____ Height _____ =Total sq _____ Thickness _____
- 14 No. of feet from level of ground to highest part of sign: _____
- 15 Lighting (Electrical permit required) Internal / External: _____
- 16 How near to the line of Street is the sign? _____
- 17 How near to the lot line of adjoining lot is the sign? Right _____ Left _____ Rear _____
- 18 Nearest sign is (if applicable): _____ feet in a _____ direction _____
- 19 Will sign be erected on solid or filled land or on building?

Continued

20 Type: wall- free-standing- roof- awning- sandwich sign- portable- temporary-

21 What is the material used in the foundation: _____

22 Will the sign conform to the requirements of the Zoning By-law: _____

23 Estimated cost (must be filled out) \$ _____

24 **Drawing of sign must accompany application drawn to scale, also showing all wording of sign.**

25 New sign: _____ Renewal: _____

You give the Building Official / Zoning Officer the right to enter the property to inspect for compliance & verify size of sign(s)

26 Signature of applicant _____ Date: _____

27 Property owner's permission (signature required): _____

Owner's name (please print): _____

Date: _____

FOR DEPARTMENT USE

Date approved _____ Date Issued _____ Date of expiration _____

28 Remarks of the Inspector of Buildings- _____

Variance Y ___ N ___ Date Approved: _____ Date Denied: _____

Special Permit Y ___ N ___ Date Approved: _____ Date Denied: _____

Signature of Inspector: _____ Date: _____