APPLICATION FOR BUILDING PERMIT
TO ERECT A SIGN
TOWN OF BURLINGTON
TOWN HALL ANNEX - 25 CENTER STREET
BURLINGTON, MASSACHUSETTS 01803

Telephone 781-270-1615 Fax 781-238-4691 Web WWW.BURLINGTON.ORG

WHAT MUST ACCOMPANY APPLICATION?

- TWO SETS OF CONSTRUCTION DRAWINGS showing size, material, how affixed to the building, profile of the building showing location of the sign. Freestanding signs must have plot plan showing location of sign.
- COPY OF CERTIFICATE OF INSURANCE FOR PUBLIC LIABILITY (from OWNER OF SIGN and the sign company) issued to the Town.
- ONE APPLICATION FOR EACH SIGN

Building Permit Fee: $50.00

Cost of Sign w/Installation: ____________________

ADDRESS / LOCATION __________________________

OWNER OF SIGN AND / OR BUSINESS TENANT __________

ADDRESS: ______________________________________________ Tel. No.: _______

***MUST PROVIDE SIGN OWNERS CERTIFICATE OF LIABILITY ISSUED TO THE TOWN***

Description of Sign

WALL • ROOF • MARQUEE • PROJECTING • FREE STANDING •

Do not write see attached plan

SIGN DIMENSIONS (i.e. 3’x5’) ________________ ELEVATION ABOVE GRADE _______

LOCATION OF SIGN ON BUILDING/ LAND NORTH • SOUTH • EAST • WEST

MATERIAL OF SIGN ___________________________ HOW ATTACHED TO BUILDING __________

SEE Town of Burlington Zoning Bylaws Article XI, Section 13.1.0

Have you read and understand the Mass. State Building Code Appendix H & the Town's Sign Bylaws? Will sign conform to the State Code & Town Sign Bylaws? Yes • No

Is variance required? Yes • No • BOARD OF APPEALS Case No. ______________________

Please provide copy of recorded variance w/ application.

Contractor / Sign Erector __________________________ Telephone No. _____________________

Address __________________________________________________________ Street / Suite Or Space / City / State / Zip

I hereby declare that the statements and information on the foregoing are true and accurate, to the best of my knowledge and belief, signed under the pains and penalties of perjury.

_____________________________                      ________________
SIGNATURE OF APPLICANT                     DATE

NOTE: If sign is internally illuminated an application for electrical permit with drawings must be submitted in DUPLICATE to the Wiring Inspector for his approval. These drawings must show the following: disconnect, grounding, branch circuit conductors & overload protection. Enclosures exposed to weather shall show drain holes. In addition to the above, blueprint will show any or all other requirements of the NEC applicable to the particular sign installation.