

Sign Permit Application

Town of Farmington, New Hampshire
Code Enforcement Department
356 Main Street, Farmington, NH 03835
Telephone: (603) 755-2774

Permit Fee \$25

OFFICE USE ONLY:

Issue Date: _____

Permit #: _____

☐ Cash ☐ Check # _____

Amount \$ _____

Map # _____

Lot # _____

Zoning _____

Location (Address): _____

Property Owner: _____ Home Phone: _____

Mailing Address: _____ Cell #: _____

City: _____ State: _____ Zip Code: _____ Email: _____

Name of Business: _____

Business Owner: _____ Business Phone: _____

Mailing Address: _____ Cell #: _____

City: _____ State: _____ Zip Code: _____ Email: _____

Property located in: Flood Hazard Area – per the Flood Insurance Rate Map (Yes / No)

Is any of the proposed work located within 50 feet of a jurisdictional Wetland Area (Yes / No) – If so, please document.

Primary Use of Property Is: ☐ Residential ☐ Commercial ☐ Mixed Use (both Res. & Com)

Contractor: _____ Phone: _____

Electrician: _____ Phone: _____

Cost of Construction: _____

Description of work to be performed: _____

Property & Setback Information

Setbacks from Lot Line to Construction (REQUIRED):

Front: _____ Right: _____

Rear: _____ Left: _____

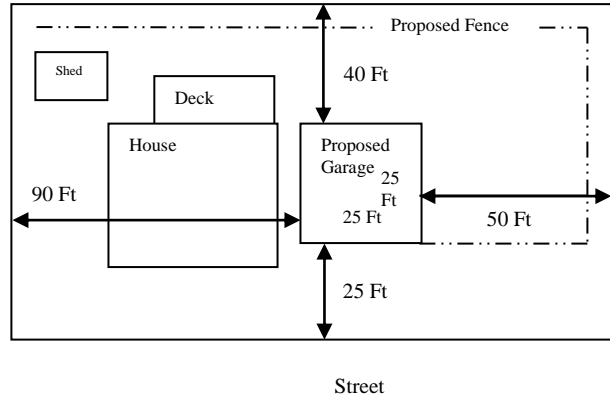
Property Owner's Signature _____ **Date** _____

Sketch Plan

Instructions:

- 1) Show the Property lines and road(s).
- 2) Show the proposed Sign/Signs Location.
- 3) Show the Measurements from the proposed Sign/Signs to all lot lines
- 4) Include the dimensions of the proposed Sign/Signs.

Sample Plan:



Property Owner's Signature _____ **Date** _____

Construction Plan

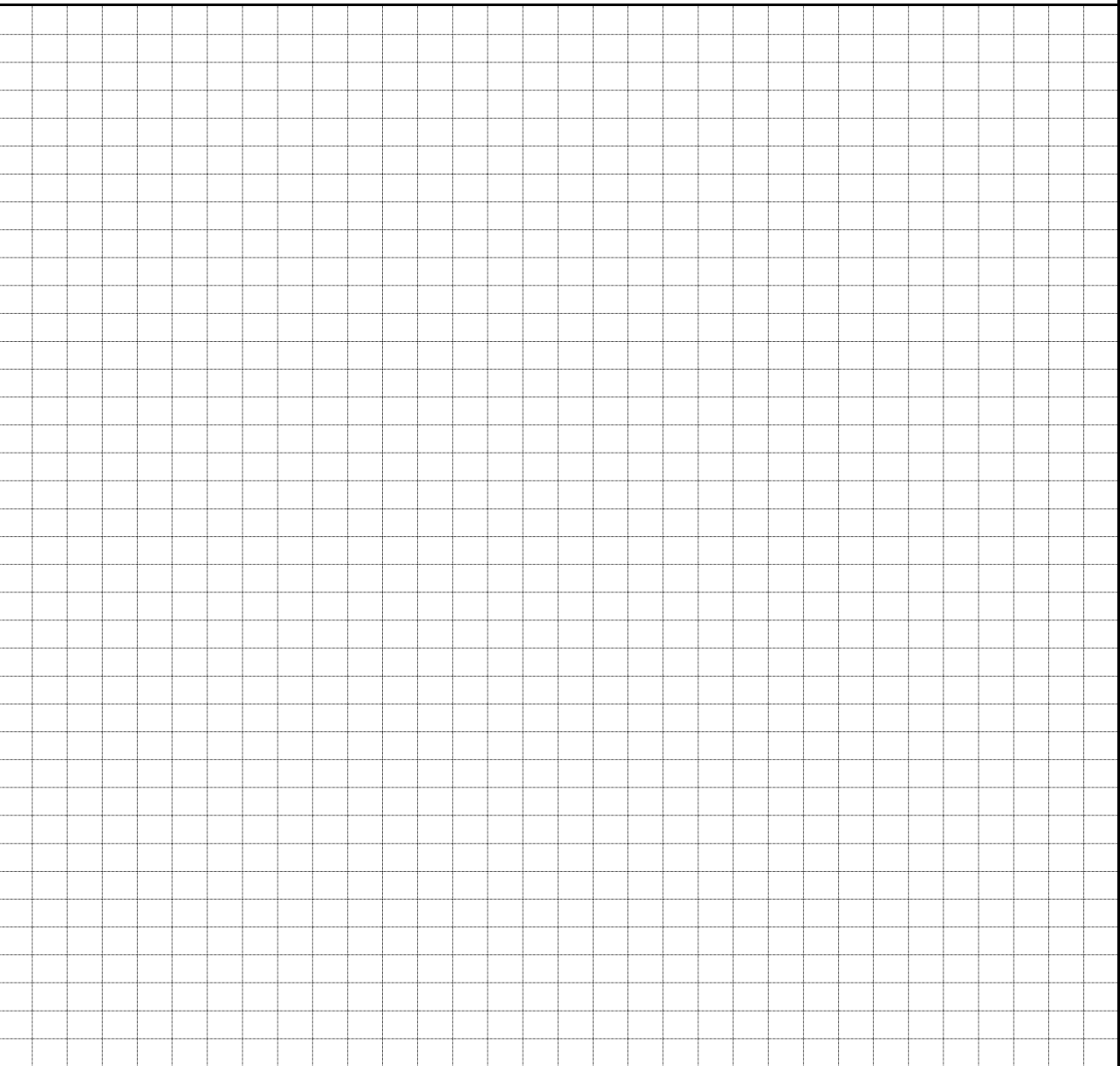
Instructions:

Provide sufficient information as to the proposed Sign/Signs.

- 1) Dimensions.
- 2) If attached to the structure, where and how?
- 3) Show Sketch below of how structure is to be designed and what the Sign/Signs will say.

Attach a separate sheet or picture of necessary.

If not using this sheet, please write "See Attached" on grid and still sign below.



Property Owner's Signature _____ **Date** _____

Certification of Accuracy: As owner of record, or the agent of said owner of the property in question, I certify that all information contained within this application is true and accurate to the best of my knowledge and belief.

Certification of Compliance: I hereby certify that I am familiar with all pertinent codes relating to the above specified work, and that all work shall be performed in compliance with these codes.

It is the responsibility of the property owner and all contractors and electricians (if applicable) to obtain and post the necessary permits in a conspicuous location before any work has begun.

Electrical, requires a separate permit from this Sign Permit.

It is the responsibility of the contractor / property owner to obtain all inspections required. ***This signed application constitutes consent on the applicant's part to allow for inspections at the property by the Code Enforcement, Assessing Office and any other required Town Staff.*** Any work that is covered prior to the inspection may be required to be removed for inspection.

- Inspections are required for:
- 1) Rough-In: Electrical.
 - 2) Final Inspection

PLEASE BE ADVISED: Any deviation from the specifications submitted will require an amendment to this permit or additional permits. Permits expire one (1) year from the issue date. The Building Inspector/Code Officer may grant an extension of time if a written request is submitted prior to the expiration date. Permits become invalid if work is not started within 180 days or if work is abandoned/suspended for a period of 180 days.

Applicants are advised that the making of a false statement on this form is a criminal offense.

Signature of Owner _____ **Date** _____

Signature of Agent _____ **Date** _____

DO NOT WRITE IN THIS SPACE – FOR OFFICE USE ONLY

THIS PERMIT IS ☐ ISSUED with the following conditions: ☐ DENIED for the following reason(s):

Approved By: _____ Date: _____

Code Enforcement Office

Instructions for Permit Applications:

1. All information MUST be printed legibly.
2. Owner name, address and phone number.
3. Location and address of work site.
4. Complete description of work to be done.

Notes:

It is the responsibility of all contractors, electricians and plumbers to obtain the necessary permits from the Code Enforcement office at the Municipal Building before any work has begun. Work must begin within six (6) months of the issuance of any permit.

Electrical and plumbing work requires separate permits. Electricians and plumbers must have a valid license from the State of New Hampshire to obtain a permit. Permits are not transferable.

It is the responsibility of the contractor / property owner to obtain all inspections required. A rough-in inspection is required before any work is covered, and a final inspection is required when all work is complete. This signed application constitutes consent on the applicant's part to allow for all inspections at the property location listed.

No permit will be issued until all of the above information is furnished, and all the above conditions are met.

Permits are non-transferable.

If you have any questions, feel free to contact the Code Enforcement office at (603) 755-2774.

Statement of Compliance: I hereby apply for permission to make certain building improvements as described above (plans to be submitted, if required by the building inspector). I have read and understand the statement and hereby agree to all of the terms stated therein. I agree to abide by any and all codes relating to my field of work, including all national, state and local codes. I also realize that any false statement made in the application for permit may be grounds for revocation of said permit, and may be grounds for legal action against me.

Code Enforcement Approval would certify that the applicant could proceed with certain building improvements in accordance with the specifications submitted. Any deviation from the specifications submitted will require an amendment to this permit or additional permits.

Applicant Signature

Date

3.09 SIGNS

All Signs shall conform to the provisions of this section.

(A) Purpose. Signs perform important functions that are essential for public safety and general welfare, including communicating messages, providing information about goods and services, orienting and directing people, and are a form of protected free speech under both the United States and New Hampshire Constitutions. It is the intent of this ordinance to provide a content-neutral regulatory scheme for the placement of signs consistent with the purpose of this ordinance to further public safety and general welfare. It is further recognized that because of potential detrimental impacts, signs must regulate to:

- (1)** Prevent hazards to vehicular and pedestrian traffic safety by controlling the number, location, and placement of signs;
- (2)** Provide easy recognition and legibility of permitted signs and uses and promote visual order and clarity on streets;
- (3)** Facilitate efficient communication by implementing design criteria that produces signs which can be easily read, recognized, and distracting elements;
- (4)** Complement the historic and scenic character of the Town of Farmington; and
- (5)** Support business and community vitality through informing the public of available goods, services, and activities.

(B) General Provisions

- All Signs shall be in conformance with this section, the International Building Code, and the NH RSA 236:69-89.
- Except as provided in Section 3.09 (c)(5) every sign shall obtain a permit from the building inspector. Permit applications are available in the Code Enforcement Office.
- The Copy on any commercial sign may be substituted with noncommercial copy. Copy is defined as the letters, numerals, figures, symbols, logos, and graphic elements comprising the content of message of a sign, excluding numerals identifying a street address only.
- Official town, state or federal signs, including traffic control devices, are considered government speech and shall be exempt from this Section.
- Refer to Section 1.14 for sign definitions.

(C) Temporary Signs

- (1)** Temporary signs are all signs not permanently affixed to the ground, to a structure or to another sign.
- (2)** Temporary signs are permitted for no more than ninety (90) days per calendar year.
- (3)** One (1) Temporary Sign per approved driveway is allowed, not to exceed two (2) temporary signs at one time. Except as provided in Section 3.09 (c)(5), a Temporary Sign Permit must be obtained prior to the installation of the temporary sign.
- (4)** The maximum surface area shall not exceed thirty-two (32) square feet in all areas. Attaching Signs and/or posters to property without permission from the owner or agent shall be prohibited. Temporary signs shall be removed within fifteen (15) days of the special event or activity, where applicable.
- (5)** Temporary Signs which are less than four (4) square feet in size and are posted for a period not to exceed seven (7) total days per calendar year do not require a permit. All such non-permitted Temporary Signs must state somewhere on the face of the Sign, legibly, the date the Sign was first erected/posted.

(D) Size. All permanent Signs shall conform to the following size limits.

- (1)** In the AR, SR, RR, UR, and VC, there shall be:
 - (a)** No more than one (1) sign mounted perpendicular to the building with a maximum size of (4) square feet in area shall be allowed for each business or use.
 - (b)** No more than one (1) sign mounted flush to the building with a maximum size of twenty-four (24) square feet in area shall be allowed for each business or use.
 - (c)** Multiple building developments are allowed one (1) Directory Sign within the complex. The placement of said Directory Sign is subject to Site Plan Review, where Site Plan Review is required.
- (2)** In the (CB), (CIBO), and (IB), the following is permitted:
 - (a)** No more than one (1) free standing Sign with a maximum of fifty (50) square feet in area shall be allowed for each business or use.
 - (b)** Additionally, up to one wall Sign not exceeding fifty (50) square feet may be exhibited on the outside of the principal Structure.

(c) Multiple building developments (commercial/industrial subdivisions) are allowed one (1) directory Sign within the complex. The placement of said complex directory is subject to Site Plan Review, where Site Plan Review is required.

(d) Non-illuminated Signs on the inside of a window provided it does not exceed one- third (1/3) of the window size.

(E) Sign Properties

(1) Signs may neither move nor give the illusion of movement. When signs have the capability of changing messages, messages and message backgrounds may not scroll, flash or otherwise change appearance. Messages may not change more frequently than once every 30 seconds.

(2) External Illuminated Signs shall be lit by steady, light through the use of sharp cutoff fixtures. Top-down lighting is preferred.

(3) Lighted signs shall not obstruct motorists' visibility, illumination shall not spill light onto adjacent roadways or property.

(4) No Sign shall be placed in a manner that will endanger traffic by obscuring the view, by confusion with official signs, by glare, or by any other means.

(5) No Signs shall emit audible sound, noise, or visible matter.

(F) Sign Location

(1) Signs are prohibited within the public way. High point of roof Signs shall not exceed ten (10) feet above roofline. No Sign shall be closer than ten (10) feet from side or rear property lines. Maximum Height shall not exceed thirty (30) feet. Projecting Signs shall not be closer than two (2) feet from the curb and must be a minimum of nine (9) feet above ground.

(2) Off-premise Signs are prohibited unless specifically allowed by state law.

(G) Severability. The invalidity of any provision of this Ordinance shall not affect validity of any of the provisions. If any section, clause, provision, or portion of this Ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such holding will not affect or impair any other section, provision or portion of this ordinance.