



# City of Northampton

Massachusetts

DEPARTMENT OF BUILDING INSPECTIONS  
212 Main Street • Municipal Building  
Northampton, MA 01060



INSPECTOR

## Application for a Permit to Place or Maintain a Sign Sidewalk Sign, Marquee or other Advertising Device

(Application to be filled out in ink or typewritten)

Number .....

Plans must be filed with the Building Inspector  
before a permit will be granted.

- Erection.....( )
- Alteration.....( )
- Repair.....( )
- Repainting.....( )
- Removal.....( )

FEE.....PAGE.....PLOT.....

Northampton, Mass. ....20.....

To the Building Commissioner:

Application for a permit to place or maintain a sign or other advertising device, or marquee.

BUSINESS NAME .....

1. Location, Street and No. ....
2. Owner's name .....
3. Owner's address .....
4. Maker's name .....
5. Maker's address .....
6. Erector's name .....
7. Erector's address .....

### SIGN

### KIND OF SIGN (Designate)

- |   |                  |
|---|------------------|
| 1. Sign will be (check one) illuminated ..... Non-illuminated ..... |                  |
| 2. Will sign obstruct a fire escape, window or door? .....          | Marquee .....    |
| 3. Lower edge will be .....ft.....ins above the public way.         | Projecting ..... |
| 4. Upper edge will be .....ft.....ins above the public way.         | Roof .....       |
| 5. Height .....ft.....ins Width .....ft.....ins                     | Temporary.....   |
| 6. Face area .....sq. ft.   | Wall .....       |
| 7. Inner edge will be .....ins from the building or pole.           | Sidewalk.....    |
| 8. Outer edge will be .....ins from the building or pole.           | Other.....       |
| 9. Face of building or pole is .....ins back from the street line.  |                  |
| 10. Sign will project .....ins beyond the street line.              |                  |
| 11. Sign will extend .....ft .....ins above the building or pole.   |                  |
| 12. Of what material will sign be constructed? Frame .....          | Face.....        |
| 13. Estimated cost \$.....  |                  |

The undersigned certifies that the above statements are true to the best of his knowledge and belief.

.....  
(Signature of Owner or Agent)

THIS FORM IS PART OF THE SIGN PERMIT APPLICATION

File No. \_\_\_\_\_

ZONING PERMIT APPLICATION

PLEASE TYPE OR PRINT ALL INFORMATION

1. Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

2. Owner of Property: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

3. Status of Applicant: \_\_\_ Owner \_\_\_ Contract Purchaser \_\_\_ Lessee

\_\_\_ Other(explain): \_\_\_\_\_

4. Job Location: \_\_\_\_\_

Parcel ID: Zoning Map # \_\_\_\_\_ Parcel # \_\_\_\_\_ District(s) \_\_\_\_\_  
(TO BE FILLED IN BY THE BUILDING DEPARTMENT)

5. Existing Use of Structure/Property: \_\_\_\_\_

6. Description of Proposed Use/Work/Project/Occupation: (Use additional sheets if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Attached Plans: \_\_\_ Sketch Plan \_\_\_ Site Plan \_\_\_ Engineered/Surveyed Plans

8. Has a Special Permit/Variance/Finding ever been issued for/on the site?

NO \_\_\_ DON'T KNOW \_\_\_ YES \_\_\_ IF YES, date issued: \_\_\_\_\_

IF YES: Was the permit recorded at the Registry of Deeds?

NO \_\_\_ DON'T KNOW \_\_\_ YES \_\_\_

IF YES: Enter: Book \_\_\_\_\_ Page \_\_\_\_\_ and/or Document # \_\_\_\_\_

9. Does the site contain a brook, body of water or wetlands? NO \_\_\_ DON'T KNOW \_\_\_ YES \_\_\_

IF YES: Has a permit been, or need to be, obtained from the Conservation Commission?

Needs to be obtained \_\_\_\_\_ Obtained \_\_\_\_\_, Date issued \_\_\_\_\_

10. Do any signs exist on the property? YES \_\_\_ NO \_\_\_

IF YES: Describe the size, type and location: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are there any proposed changes to, or additions of, signs intended for the property? YES \_\_\_ NO \_\_\_

IF YES: Describe the size, type and location: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

11. **ALL INFORMATION MUST BE COMPLETED; PERMIT CAN BE DENIED DUE TO LACK OF INFORMATION.**

12.

This column to be filled in by the Building Department.

	Existing	Proposed	Required by Zoning
<b>Lot Size</b>			
<b>Frontage</b>			
<b>Setbacks:</b>	Front:		
	Side:	L: R:	L: R:
	Rear:		
<b>Building Height</b>			
<b>Bldg Square Footage</b>			
<b>% Open Space:</b> (Lot area minus bldg and Paved parking)			
<b># of Parking Spaces</b>			
<b># of Loading Docks</b>			
<b>Fill: (volume &amp; location)</b>			

13. **Certification: I hereby certify that the information contained herein is true and accurate to the best of my knowledge.**

**DATE:** \_\_\_\_\_ **APPLICANT'S SIGNATURE** \_\_\_\_\_

\_\_\_\_\_  
**Applicant's Email Address (required)**

NOTE: Issuance of a zoning permit does not relieve an applicant's burden to comply with all zoning Requirements and obtain all required permits from the Board of Health, Conservation Commission, Department of Public Works and other applicable permit granting authorities.