

# Application for Sign(s)

Town of Bristol  
Planning and Zoning  
1 South Street  
(802)453-3648  
[zoning@bristolvt.org](mailto:zoning@bristolvt.org)



**Landowner Information** (as listed in Grand List) **Applicant Information** (if different from Owner)

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_ Email: \_\_\_\_\_

**Site Information:** Location of Property: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Overlay (if applicable): \_\_\_\_\_ Parcel ID: \_\_\_\_\_ Lot Size: \_\_\_\_\_

**Sign Information:**

Location of Sign (check all that apply): Wall Sign  Projecting Sign  Ground Sign  Off Premise Sign   
Type of Sign (check all that apply): Business  Residential  Directional/Informational  Temporary  Replacement   
Brief Description of Wording: \_\_\_\_\_

Number of Signs Proposed: \_\_\_\_\_ Will Sign be illuminated? Yes  No

**Dimensional Information:** (For applications for multiple signs, fill only total square feet with the sum of size area.)

Sign: Width: \_\_\_\_\_ Length: \_\_\_\_\_ Height (includes any support structure): \_\_\_\_\_ Total Square Feet (WxL): \_\_\_\_\_  
Setbacks: Front (Measured from Road Centerline): \_\_\_\_\_ Side yard: \_\_\_\_\_ & \_\_\_\_\_ Rear yard: \_\_\_\_\_

**Additional Requirements:**

1. A dimensioned site plan showing location of proposed sign(s) on the property in relation to lot lines, right-of-way boundaries, and location of nearby buildings or structures.
2. A detailed drawing or photograph showing the dimensions and design of proposed signs. This should include support structures, lettering and symbols, and if applicable lighting devices.

All permit application fees must be paid and pertinent information received before any action on your application may be taken. Permit application fees are non-refundable. Further information may be required after initial review. **State Permits:** It is the responsibility of the applicant/owner to obtain any necessary State Permits.

The undersigned hereby applies for a sign permit, to be issued on the basis of the representations contained herein, of which the applicant swears to be true.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Landowner: \_\_\_\_\_ Date: \_\_\_\_\_

Zoning permits take **effect 15 days** from date of issuance. Permits shall **EXPIRE two years** from effective date. Applicants should contact the Zoning Administrator for the required Certificate of Compliance (COC) once placed.

*Office Use Only*

Date Received: \_\_\_\_\_ Date Deemed Complete: \_\_\_\_\_ Fee: \$ \_\_\_\_\_ Payment Type: \_\_\_\_\_ Permit #: \_\_\_\_\_  
Development Review Board (DRB) Approval Date: \_\_\_\_\_ Downtown Design Review Commission (DDRC) Approval Date: \_\_\_\_\_

**Permit Decision**

**APPROVED**  / **DENIED**  **REFERRED TO** Development Review Board  Downtown Design Review

Zoning Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Appeal By: \_\_\_\_\_ Effective Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Pursuant to 24 V.S.A. § 4465 an interested person may appeal any decision by the Administrative Officer within 15 days of the date of such decision. To file an appeal an application must be filed with the Town Clerk within 15 days of any action.