

CITY OF BEVERLY

APPLICATION FOR PERMIT TO MAINTAIN SANDWICH BOARD SIGN

FILE TWELVE (12) COPIES OF THE COMPLETED APPLICATION FORM AND ALL REQUIRED ATTACHMENTS WITH CITY CLERK

AFTER OBTAINING AUTHORIZATION FROM THE CITY COUNCIL, THE APPLICANT MUST OBTAIN A SIGN PERMIT FROM THE BUILDING INSPECTOR BEFORE ERECTING ANY SIGN

APPLICATION FEE: \$50.00

COMPLETELY FILL OUT APPLICATION

Name of Sign/Business Owner: _____

Street: _____ City: _____ State: _____ Zip: _____

Telephone #: _____ (h) _____ (o) _____ (cell)

Does applicant own the property where sign will be located? Yes ___ No ___

If not, Name of Property Owner: _____

Street: _____ City: _____ State: _____ Zip: _____

Telephone #: _____ (h) _____ (o) _____ (cell)

Name of Sign Manufacturer: _____

Street: _____ City: _____ State: _____ Zip: _____

Permit Issued _____ Expiration Date: _____

Permit # _____

1. Address Where Sign Will Be Located: _____

2. Name of Road Sign Will Face: _____

3. Name of Business/Establishment to be Advertised: _____

4. Text of Sign (each face): _____

ATTACH THE FOLLOWING:

- a. Color sketch of sign (indicate lettering type, colors, materials, and dimensions)
- b. Photographs showing storefront, building(s), other existing signs, abutting properties and the streetscape surrounding proposed sign location
- c. Sketch of proposed sign location (drawn to scale)
- d. Proof of liability insurance in the amount of _____
- e. Copy of application form filed with the Design Review Board
- f. Copy of approval letter from the Design Review Board
- g. Copies of all variances obtained from the Zoning Board of Appeals, if any

I certify that to the best of my knowledge and belief that the information
in this application is true and complete.

Signature of Sign/Business Owner or Representative

Date

Signature of Property Owner (if different)

Date

Space below line for official use only.

Received by: _____ Date: _____

Amount paid: _____