

ANNUAL SIGN PERMIT NO. _____ EXPIRES _____

TOWN OF BARTLETT, NH
56 TOWN HALL RD.
INTERVALE, NH 03845 (603)356-2950

APPLICATION FEE \$10.00
(Non-refundable)

ANNUAL SIGN PERMIT APPLICATION
(per Article XVI-E-6)

PLEASE NOTE: SIGNED AND COMPLETED APPLICATIONS MUST BE RECEIVED BY 1PM THE DAY BEFORE THE SELECTMEN MEET IN ORDER TO BE REVIEWED THAT WEEK.

ATTACH ADDITIONAL INFORMATION IF NEEDED. SELECTMEN REVIEW ALL PERMITS AT THEIR WEEKLY MEETING. APPLICANT IS RESPONSIBLE FOR SUPPLYING ALL NECESSARY INFO AS REQUIRED HEREIN. APPLICATIONS WILL BE PROCESSED BETWEEN 3-7 DAYS, PLEASE PLAN ACCORDINGLY. VIOLATIONS ARE SUBJECT TO FINES.

I. GENERAL INFORMATION:

COMPANY NAME: _____ CONTACT PERSON: _____
MAILING ADDRESS: _____
TOWN _____ STATE _____ ZIP _____ PHONE _____

II. DESCRIPTION OF SIGN:

(Please attach a sketch showing the dimensions and wording of the proposed sign(s))

ADVERTISED ACTIVITY _____
TYPE OF SIGN (circle one) GROUND WALL ROOF OTHER _____
DIMENSIONS OF SIGN(S): MESSAGE PORTION _____ SUPPORTS: _____
DISTANCE TO PROPERTY LINES: SIGNS MUST BE OUT OF THE RIGHT-OF-WAY AND AT LEAST 15 FT FROM ALL OTHER PROPERTY LINES
HEIGHT OF SIGN: _____ (from ground level) NO. OF BUSINESSES ON LOT: _____
TOTAL # OF SIGNS ON LOT (existing):
NON-EXEMPT _____ TOTAL SIGN AREA: _____
EXEMPT _____ TOTAL SIGN AREA: _____

This approval does NOT relieve me from compliance with other than Town of Bartlett regulations and/or ordinances. I further understand that this approval does NOT relieve me from complying with the State regulations that may be applicable, the Lower Bartlett Water Precinct Zoning Ordinance, the Kearsarge Lighting Zoning Ordinance, or any other duly constituted and enacted regulations or procedures. I hereby certify that the above information is true and that the above sign(s) will be used in accordance with the data submitted herein and I understand that the compliance will be verified by the Board of Selectmen or their designee with a site visit. (Note: Property owner **MUST** sign this application)
(Rev 6/16)

Date: _____ Owner/Applicant _____

Approved by _____ Date _____ Fee paid _____

NOTE: SIGNS SHALL BE REMOVED NO LATER THAN 15 DAYS AFTER A REAL ESTATE CLOSING OR THE COMPLETION OF THE CONTRACT. FAILURE TO COMPLY SHALL RESULT IN REVOCATION OF SAID PERMIT.

TOWN OF BARTLETT
SELECTMEN'S OFFICE

56 TOWN HALL ROAD
INTERVALE, NH 03845
(603) 356-2950

ANNUAL SIGN PERMIT INFORMATION

The Town of Bartlett Zoning Ordinance in Article XVI Signs Section E-6 provides for the use of on-premise temporary signs for real estate or contracted services. An annual permit must be obtained that runs from January 1-December 31 of each year. The annual permit fee is \$10.00 and it is the responsibility of the business to renew its permit each year. Failure to obtain an annual permit may result in the issuance of a Land Use Citation which involves a court appearance and possible fines.

The annual permit covers the standard small (up to 16 sq. ft.) real estate sign or contractor service sign normally displayed at residential properties. Signs may ***not*** be displayed in the road right-of-way nor affixed to trees. The sign must be removed no later than 15 days after a real estate closing or the completion of the contracted work. Failure to comply with this requirement will result in the revocation of said permit.

The annual sign permit ***DOES NOT*** cover:

- 1) Larger real estate or contractor signs normally used in the commercial zones. A separate sign permit must be submitted for these and they do count in the allowable sign area on the property.
- 2) Open Houses - a separate permit must be obtained for these. They can occur no more than three times annually per property, are three days or less in duration, and can be off-premise signs that are no more than 4 sq. ft. in size.

If you have any further questions, please refer to the Town of Bartlett Zoning Ordinance or contact the Selectmen's Office.