

Town of



For Office Use: Permit # _____

Parcel Lot ID# _____

Sign Application

Location of Property _____

Name of Land Owner _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone Day _____ Cell _____ Email _____

(optional) Applicant or Agent _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone Day _____ Cell _____ Email _____

Property Zoning District:

- Conservation CON
- Village VIL
- Residential RES
- Resort – Residential R - RES
- Commercial/Residential COM/RES
- Resort - Commercial/Residential R – COM/RES

Property Zoning Overlay:

- None
- Flood Hazard Zone FLOOD
- Historic Design Review HDRD
- Village Design Review VDRD

Has Sewer Allocation been obtained?

- Yes No Not Applicable

Are you applying for a DRB hearing Variance? No Yes

Fees must be included before your application is considered complete. Make checks payable to the Town of Wilmington. Fees are non-refundable. Additional fees may be added, please refer to the full fee schedule.

Base fee \$50 _____

Basic filing fee \$18 _____

Hearing, if required, fee \$150 _____

Date paid _____ Total due: _____

Application must be submitted with a plot plan as well as an application fee. Include:

- Property line dimensions (shape), with the address of property and names of bordering road(s)
- Indication of the drawing’s scale, with an arrow indicating North
- Measurements of front, side and rear setbacks from property lines to existing and proposed structures/sign
- Any easements that cross the property, or other pertinent legal features including sidewalks

Dimensions of the Proposed Sign(s)

Single-sided signs (for example, signs on the building wall):

Location	Length	Width	Area	Type of Illumination
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Freestanding Sign (for example, signs on poles):

Height above ground	Length	Width	Area	Type of Illumination
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

A-frame signs

Location	Length	Width	Area	Type of Illumination
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Perpendicular (or Projecting) signs:

Height above ground	Length	Width	Area	Type of Illumination
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Signs on the property now

Location/Design	Length	Width	Area	Will this sign be removed?
_____	_____	_____	_____	<input type="checkbox"/> remove <input type="checkbox"/> remain <input type="checkbox"/> replace
_____	_____	_____	_____	<input type="checkbox"/> remove <input type="checkbox"/> remain <input type="checkbox"/> replace
_____	_____	_____	_____	<input type="checkbox"/> remove <input type="checkbox"/> remain <input type="checkbox"/> replace

Please print this sheet as many times as needed for additional sign information.

Any person may appeal any decision, act, or failure to act by the Zoning Administrator or DRB. Refer to The Wilmington Zoning Ordinance, Article II, §§ 240, 241, 242, 243, 244, 245, 246 and 247 for appeal provisions.

Questions? Visit, email, or call the Zoning Administrator at 802-464-8591 ext. 124

Return signed application to: Zoning Administrator, PO BOX 217, Wilmington, VT 05363

PERMISSION TO ENTER THE PROPERTY: Signing of this application authorizes the Zoning Administrator, Development Review Board, and/or the Listers to enter onto the premises for the purpose of verifying the information presented.

Owner Signature/Date

(optional) I, _____, am the owner of property at _____

_____, and I hereby authorize _____

to represent me and speak on my behalf in the matter of this case.

Applicant/Agent Signature Date

Owner Signature/Date

For Zoning Administrator Use:

Permit type _____ Date complete application received: _____

- Approved Denied Referred to the Development Review Board

Zoning Administrator Signature/Date