

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

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 \_\_\_\_\_

DRB hearing fee plus filing \$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