



TOWN OF NORTH CANAAN  
PLANNING AND ZONING COMMISSION  
TOWN HALL 100 PEASE STREET  
NORTH CANAAN, CONNECTICUT 06018  
(860) 824-7313

## APPLICATION FOR A SIGN PERMIT

Property Address: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Tax Map/Block/Lot \_\_\_\_\_

Name of Owner(s) \_\_\_\_\_ Address: \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Use this form when applying for all signs. Consult the Zoning Regulations and/or the Zoning Enforcement Officer (ZEO) if you have any questions regarding the types of signs, and their locations and uses, that are permitted.

Type of Sign: ☐ Free-standing ☐ Building Mounted ☐ Other: \_\_\_\_\_

IF BANNER SUSPENDED OVER PUBLIC PROPERTY OR WAY, OR A MARQUIS, A SURETY BOND WILL BE REQUIRED.

Size/sq.ft. of Sign: \_\_\_\_\_; IF BUILDING MOUNTED, size of façade it is attached to: \_\_\_\_\_

Lighting, if any: ☐ Internal ☐ External

Describe type of lighting: \_\_\_\_\_

If exposed neon, distance from ground: \_\_\_\_\_

Purpose of Sign: \_\_\_\_\_

If Promoting a Business: Type of Business: ☐ Home Occupation or Cottage Industry ☐ Other. \_\_\_\_\_

Is sign On Premises or Off? ☐ On Premise ☐ Off

In addition to this form, you will need the following to complete your application:

1. IF A FREE-STANDING SIGN: Drawing(s) or plot plan showing the exact location of the proposed sign, dimensions, height from ground, distance from lot lines, any streets or intersections within 30' of the sign, the distance from the nearest street, and the road frontage of the lot's primary road. ALSO, provide a drawing of the sign showing its wording and other components.

Application is made for: check one or more

☐ Build, construct, or install new sign ☐ Change of existing sign

Describe the project: \_\_\_\_\_

Fee Submitted: \$150 payable to Town of North Canaan (\$90 town fee + \$60 state fee)

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Zoning Enforcement Officer: ☐ Approved ☐ Denied \_\_\_\_\_ Date \_\_\_\_\_ Permit # \_\_\_\_\_

Reason

for

denial:

This permit may be revoked upon violation of any provision of the Zoning regulations. Any deviation from the approved application must be authorized using the same procedures as for the approved plan. Permits **expire 12 months from the date of issue** unless renewed by the ZEO or a valid Building Permit is in effect. If Permit is denied, you may appeal to the Zoning Board of Appeals.

NOTE: All signs require both Sign and Building permits. Once the sign permit is approved, Building department permit applications are online (OpenGov)