

City of Newburyport Zoning Board of Appeals

Application for a SIGN VARIANCE

Directions:

Permit Denial: Upon application for a sign permit from the Building Department, the petitioner will receive a Zoning Denial form indicating the relief required.

Written Documentation: As required by M.G.L.s Ch. 40A Section 6 and the City Zoning Ordinance Section X.H.6 Variances, the applicant shall include a memo addressing each of the points below:

- a. The particular use proposed for the land or structure.
- b. The circumstances relating to soil conditions, shape, or topography of such land or structures affecting the property for which the Variance is sought that do not affect generally the zoning district in which the property is located.
- c. Facts that make up the substantial hardship, financial or otherwise, which results from literal enforcement of the applicable zoning restrictions with respect to the land or building for which the use variance is sought.
- d. Facts relied upon to support a finding that relief sought will be desirable and without substantial detriment to the public good.
- e. Facts relied upon to support a finding that relief sought may be given without nullifying or substantially derogating from the intent or purpose of the Ordinance.

Application Submission: The petitioner shall submit ten (10) copies of application packages. Each package shall include all items listed below. One copy will be returned to the applicant after it is timed stamped in the City Clerk's office.

Submit ten (10) copies of the following information compiled in the following order:

- a. _____ Completed Sign Variance application form
- b. _____ Zoning Denial form from the Building Department
- c. _____ Written documentation (see above).
- d. _____ Assessor's Card available from the Assessor's Office or from <http://gis.vgsi.com/newburyportma/>
- f. _____ Scaled drawings indicating the dimensions of the proposed sign(s), mounting fixtures, lettering, graphics, and separate areas or ornamentation on the sign or fixtures. Include the proposed colors of the sign and all fixtures, proposed method of lighting, and materials of sign.
- g. _____ Scaled drawing of the building façade and/or site plan indicating the proposed location of the sign.

Filing fees: An administrative fee of \$200.00 per application is required at the time of application, plus a publication and abutters notification fee of \$350 per project. Checks may be issued to "The City of Newburyport."

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Petitioner: _____

Mailing Address: _____

Phone: _____ Email: _____

Property Address: _____

Assessor's Map and Lot(s): _____ Zoning District: _____

Book and Page(s): _____ Years owned land: _____

Owner(s) Name: _____

Mailing Address (if different): _____

The proposed sign is not allowed by right due to: Lighting Location
 Size Sign type not allowed
 Other _____

The applicant is requesting a Variance pursuant to Section VIII of the Zoning Ordinance for the following request:

Existing Sign(s):

	Sign #1	Sign #2	Sign #3
Area (s.f.)			
Dimensions:			
Height:			
Type (free standing, wall, projecting, roof)			
Method of support:			
Method of illumination:			
Material:			

Total # of existing signs: _____

Total existing sign area: _____

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Proposed Sign(s):	Sign #1	Sign #2	Sign #3
Area (s.f.)			
Dimensions:			
Height:			
Type (free standing, wall, projecting, roof)			
Method of support:			
Method of illumination:			
Material:			

Total # of signs proposed: _____

Total proposed sign area: _____

All information contained within this application will become a formal part of the Zoning Board of Appeals proceedings and decision. Any advice, opinion, or information given by any board member or any other official or employee of the City of Newburyport shall not be binding on the Board.

Petitioner and Landowner signature(s):

Signature _____

Print or type above name(s) here _____