

Sign Permit

You will need to obtain a Zoning Permit Application for a sign. The fee for this application is \$95.00. Re-facing of existing, approved signage is permitted as a matter of right and does not require a permit. Temporary signs and banners may be permitted in accordance with chapter 18 of the Bolton Zoning Regulations.

1. You must supply a sketch of the sign that is drawn to scale and includes the dimensions. It must comply with chapter 18 of the Bolton Zoning Regulations. Structural calculations sealed by a registered design professional may be required with the sketch.
2. For Ground signs, you must supply a site plan showing the location of the sign in relation to the building, parking, property lines, septic/sewer, well and wetlands.
3. Ground signs may require a Health Department Review form. In addition they may require a wetlands permit if proposed within an upland review area.
4. A building permit will need to be obtained since signs are attached to structures or in the case of a ground sign are structures themselves.
5. A zoning permit is required. The sign may not interfere with sight lines, septic/sewer/well or inland/wetlands.
6. An electrical permit is required for lit signs.