

**BELMONT PLANNING BOARD  
APPLICATION FOR BUSINESS DIRECTIONAL SIGN**

Application is hereby made for permit to erect a Business Directional Sign within the Town of Belmont in accordance with the Belmont Zoning Ordinance, the Belmont Site Plan Review Regulations, and other applicable Ordinances and Regulations, hereinafter referred to as the Ordinances and Regulations, and the following conditions:

1. The owner agrees to assume the full expense of the construction and erection of this sign. The owner further agrees to maintain or replace this sign in accordance with the standards prescribed by the Regulations and Ordinances, and as such maintenance or replacement may be directed by the Planning Board.
2. Other businesses qualified under the Ordinances and Regulations may be granted permission by the Board to erect signs on existing posts.
3. The duration of this permit is for one year, renewable on September first each year, upon application by the owner, for the life of the sign as determined by the Board.
4. The fee, as indicated on the Fee Schedule, shall accompany this application made payable to "The Town of Belmont".

THE FOLLOWING MUST BE SUBMITTED AS PART OF YOUR APPLICATION.

- A. **Completed application form**
  - a. Applications must be complete and legible, either typed or printed in ink. Incomplete or illegible applications will be returned and must be resubmitted.
- B. **Authorization Letter**
  - a. If sign is to be erected on private property, land owner's authorization letter must accompany application.
- C. **Filing Fee**
  - a. Make checks payable to "Town of Belmont".

APPLICATION MUST BE TYPED OR PRINTED LEGIBLY IN PEN.

Business Owner: _____ Mailing Address: _____ Agent: _____ Mailing Address: _____ Name of Business: _____ Business Street Location: _____ Date Business Started at this Location: _____ Proposal is to add sign to: <input type="checkbox"/> Existing Installation <input type="checkbox"/> New Installation If Seasonal, sign will be: <input type="checkbox"/> Covered Off Season <input type="checkbox"/> Removed Off Season	Telephone No.: _____ Email: _____ Telephone No.: _____ Email: _____ Type of Business: _____ Tax Map/Lot: _____ Business is: <input type="checkbox"/> Year round <input type="checkbox"/> Seasonal <input type="checkbox"/> Yes If year round, will change during year be required? <input type="checkbox"/> No Proposed Location
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of Sign:

On a separate sheet, show diagram of highways and indicate with (X) the location where you wish to erect a business directional sign. (Show distances from intersecting highways or roads and distances from utility poles or other structures, including identification numbers of same. Signs may not be within any State of NH Right-of-way.)

INDICATE WORDING and SYMBOLS (if any) TO BE DISPLAYED ON SIGN. (Copy is limited to two lines and must comply with the ordinances and Regulations as to content.)

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SYMBOL(S): \_\_\_\_\_

I hereby certify, to my best knowledge and belief, that my establishment meets the eligibility requirements for Business Directional Signs under the Ordinances and Regulations. I also hereby hold harmless the Town of Belmont, its agents and assigns, from any action, claim or liability incurred as a result of the placement of this sign and will defend said Town of Belmont against any claim so forthcoming.

Date: \_\_\_\_\_

Signature of Business Owner: \_\_\_\_\_

For use when sign will be erected on private property.

LANDOWNER'S BUSINESS DIRECTIONAL SIGN AUTHORIZATION FORM

Date: \_\_\_\_\_

Belmont Planning Board:

As the owner of Tax Lot \_\_\_\_\_ I hereby authorize the erection of one Business Directional Sign Installation on said tax lot.

By my signature, herein. I understand and agree that:

1. I have reviewed the location plans attached to this letter and agree to same.
2. Such signage must comply with the Ordinances and Regulations of the Town of Belmont and be so approved by the Planning Board.
3. Up to three signs may be placed on this one Business Directional Sign Installation and that this initial approval allows for same with no further review by the landowner.
4. I may authorize more than one Business Directional Sign Installation to occur on this lot, but must complete an additional authorization form for each such Installation and each such Installation must meet all applicable Regulations and may only be finally approved by the Planning Board.
5. This authorization will remain in effect until rescinded by the parties hereto and the Board will be so notified.

Owner's Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Tel No. \_\_\_\_\_

**BELMONT PLANNING BOARD  
BUSINESS DIRECTIONAL SIGN**

**ANNUAL RENEWAL APPLICATION**

Application is hereby made to renew the following Business Directional Sign permit. All conditions of the original approval remain in effect with renewals. A renewal fee and current picture of the sign are also required.

APPLICATION MUST BE TYPED OR PRINTED LEGIBLY IN PEN.

Business Owner: _____ Mailing Address: _____ Agent: _____ Mailing Address: _____ Name of Business: _____ Business Street _____ Location: _____ Date Business Started _____ at this Location: _____ Proposal is to add sign <input type="checkbox"/> Existing Installation to: <input type="checkbox"/> New Installation If Seasonal, sign will <input type="checkbox"/> Covered Off Season be: <input type="checkbox"/> Removed Off Season	Telephone No.: _____ Email: _____ Telephone No.: _____ Email: _____ Type of Business: _____ Tax Map/Lot: _____ Business is: <input type="checkbox"/> Year round <input type="checkbox"/> Seasonal If year round, will <input type="checkbox"/> Yes change during year be <input type="checkbox"/> No required? Proposed Location of Sign: _____
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Owner of Land where sign is located: \_\_\_\_\_

Sign Street Location: \_\_\_\_\_ Tax Map/Lot #: \_\_\_\_\_

Date of Original Planning Board Approval: \_\_\_\_\_

INDICATE WORDING and SYMBOLS (if any) DISPLAYED ON SIGN.

\_\_\_\_\_

\_\_\_\_\_

Symbol(s): \_\_\_\_\_

Signature of Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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**PLANNING BOARD USE**

The Planning Board authorizes the one-year renewal requested above with all original conditions to remain in effect.

Signature of Chairman:\_\_\_\_\_

Date:\_\_\_\_\_

