

January, 2003

Procedure for Sign Applications

- 1) It is the responsibility of the applicant to read and comply with Section 16.0 of the Wilton Land Use Laws and Regulations pertaining to your sign and it's placement. Applications not meeting these requirements must be denied without a waiver from the ZBA.
- 2) Applications must be accompanied by a picture with measurements or a scaled drawing of the sign, as well as a plot plan showing the planned location of the sign and the setbacks from the property lines.
- 3) Please submit your completed application to the Town Offices prior to the monthly Planning Board meeting. The Planning Board meets the third Wednesday of each month. As Town Offices are closed on Wednesdays, your application must be submitted the Tuesday before. A \$15 (Fifteen dollar) application fee is due at this time.
- 4) You may chose to attend the Planning Board meeting at which your application will be reviewed, but with a properly completed application, your attendance is not mandatory. Upon review, your application will be given to the Building Inspector as being either approved or denied. A brief reason for an application which is denied will be attached. You may contact the Building Inspector any time after the meeting for disposition of your application.