

Town of Simsbury  
**TEMPORARY BUSINESS SIGN PERMIT APPLICATION**

**TEMPORARY SIGN IN LIEU OF PERMANENT SIGN** **NO FEE**

(Temporary banner to advertise business)

- ❖ must be attached to wall of building
- ❖ may not exceed 32 sq. ft. in area
- ❖ may be installed for up to 90 days
- ❖ attach a diagram of the sign, showing height, size and location

**NEW BUSINESS; GRAND OPENING; NEW OWNERSHIP** **NO FEE**

(Temporary freestanding or Simsbury Chamber of Commerce sign)

- ❖ may not exceed 32 sq. ft. in area
- ❖ may not exceed 4 feet in height
- ❖ may be installed for up to 90 days (up to 60 days for Simsbury Chamber sign)
- ❖ no sign may be placed in a Town or State right-of-way
- ❖ sign must not block traffic visibility, or be located within 150 feet of another similar sign
- ❖ attach a diagram of the sign, showing height, size and location

**SPECIAL SALE; BUSINESS PROMOTION; SPECIAL EVENT** **NO FEE**

(Temporary freestanding sign placed in front of business)

- ❖ may not exceed 12 sq. ft. in area
- ❖ may not exceed 4 feet in height
- ❖ permitted 4 times per calendar year, in 14 day time allotments
- ❖ may not be located in any right-of-way
- ❖ may not be closer than 150 feet from any similar sign

**PURPOSE OF SIGN/BANNER:** \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_

**BUSINESS LOCATION:** \_\_\_\_\_

**SIGN POSTING DATE:** \_\_\_\_\_ **SIGN REMOVAL DATE:** \_\_\_\_\_

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**APPLICANT NAME: (please print)** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**TELEPHONE/CELL:** \_\_\_\_\_

**FAX #:** \_\_\_\_\_

**APPLICANT SIGNATURE:** \_\_\_\_\_

**PROPERTY OWNER SIGNATURE:** \_\_\_\_\_

**APPROVED**

**DENIED**

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**APPROVAL SIGNATURE** **(ZONING COMPLIANCE OFFICER)** **DATE**

Phone: (860) 658-3245

933 Hopmeadow Street, P.O. Box 495

Fax: (860) 658-3205

Simsbury, CT 06070

[www.simsbury-ct.gov](http://www.simsbury-ct.gov)