

APPEAL TO THE BATH ZONING BOARD

SIGN CODE WAIVER

NUMBER _____

Property Address _____

Property Owner's
Name & Address _____

Applicant's Name
& Address (if
different from owner) _____

Interest in Property _____
(Owner, Prospective
Buyer, Lessee, etc.) _____

Current Use of Property _____

Waiver Requested _____

Any previous sign waivers for property? YES _____ NO _____

If yes, detail, including any conditions or stipulations attached _____

Submit with this application the following:

1. Drawing(s) of the proposed sign, showing dimensions, mounting details, and location on the Site.
2. Completed application for a sign permit if applicable.
3. Cover letter to the Bath Zoning Board explaining how/why your request meets the approval criteria. (Attached)
4. \$75.00 application fee.
5. List of abutters. (See attached form) Codes office staff will provide you with the map and lot numbers of the abutting properties. You can then obtain current owners and mailing addresses from the Assessor's office on the third floor of City Hall. City staff will mail the notices to the abutters. You need only provide the list.
6. If you are not the owner of the property involved, provide written permission from the owner of the land for you to seek this permit. This can be a letter, purchase and sales agreement (Black out the dollar amounts if you wish.), or similar document.

The Zoning Board meets the first Monday of the month, unless that day is a holiday – in which case the meeting is the following Monday. We must have all the needed materials in the Codes office at least 3 weeks prior to the date of the meeting for which you wish to be scheduled. Incomplete applications will not be scheduled. In the event that an agenda is full when your materials are received, your project will be scheduled for the next meeting with available space on the agenda.

Below is the list of criteria the Board uses to judge projects. It is the applicant's burden to prove compliance with the criteria, so be prepared to do so in your cover letter and at the meeting. Someone must be present at the meeting to represent the project and answer questions the Board may have. If you have any questions, contact the Codes office at 443-8334.

- A. That the need for the waiver is due to the unique circumstances of the property, its location or unusual configuration of structure or property boundaries, and is not due to the general characteristics of the neighborhood;
- B. That the granting of the waiver will not alter the essential character of the neighborhood or impact in a negative fashion surrounding properties particularly as relates to lighting, additional pedestrian and vehicle traffic as a result of signing, screening of pedestrian or vehicle traffic, noise or similar types of impact;
- C. That the hardship is not the result of action taken by the applicant or prior owner on their own to create the hardship and,

D. That the design of the sign is generally consistent with the sign design standards for the district in which the sign is to be located.

The undersigned certifies that all information and materials submitted are true and accurate to the best of their knowledge, that they lawfully represent the owner or the property, and that they understand that falsification or misrepresentation of any aspect of the project may cause the review process to be terminated or nullify any approvals granted.

Applicant's Name _____
(Please print)

Applicant's signature _____

Applicant's Email _____

Telephone number _____ Date _____