

SIDEWALK OR READER BOARD SIGN PERMIT APPLICATION
Central Business District Only

Please complete this application, without omitting any information. The application must be complete in order for permit to be valid.

1. Permit is valid from April 1 to March 31 of each year and must be renewed every year.
2. **Annual** Fee is \$25.00.
3. Proof of insurance is required, such insurance must include a one million dollar liability insurance policy naming the Town of Durham as co-insured entity.
4. Only one sandwich board sign per commercial use is permitted. These type signs are only allowed in the Central Business District. This sign cannot be wider than two (2) feet nor taller than three (3) feet.
5. The location of the sign must be within one (1) foot of the curb and not more than ten (10) feet from the primary entrance of the establishment. There must be a four (4) foot travel lane along the sidewalk, and the sign shall not impede or obscure pedestrian travel. A plan must be included along with this application showing the proposed location of the sign.
6. Any sign that does not have a valid permit or is found not to comply with its application will be removed by the Town.

Name of Business _____ Address _____

Phone Number _____ Tax Map _____ Lot _____

I, the applicant for this sign, do hereby agree to the conditions of this permit and have filed a plan with the Zoning and Code Enforcement office showing the location of the sign and the necessary proof of insurance.

Thomas F. Johnson _____ Print Name _____

Zoning Administrator/CEO

Approved by _____ Applicant Signature _____

Date _____