



# Town of Barnstable

## Building Department

Brian Florence, CBO

Building Commissioner

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[www.town.barnstable.ma.us](http://www.town.barnstable.ma.us)

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### SIGN PERMIT REQUIREMENTS

1. A photograph showing the existing facade, on which has been indicated the proposed sign location. The photograph is to include a portion of adjoining stores or building. For a proposed building or new facade, an architect's elevation may be submitted in lieu of a photograph.
2. A scale drawing of the proposed sign. A scale drawing indicating:
  - 1) The type of proposed sign (wall, hanging, free standing)
  - 2) Dimensions of the proposed sign and any designs, logos, or lettering
  - 3) A cross-section with dimensions showing edge detail.  
Minimum scale 1" = 1'. Minimum sheet size, 8.5 x 11".
3. A scale drawing of the bracket. A colored scale graphic indicating dimensions, showing colors, materials and method of affixing it to the sign and to the building. Minimum scale 1" = 1'. Minimum sheet size, 8.5 x 11".
4. A completed Town of Barnstable Sign Application, including scaled diagram showing location of sign on building or location of free-standing sign. Show dimensions.
5. The width of the building face or the leased area.

NOTE: the map/parcel number is required on the application.