

## **BROOKLINE PLANNING BOARD**

~~Proposed deleted items~~      *Proposed additions*

### **Amendment No. 5**

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#### Section 1600 – Sign Ordinance

Reasons for the proposed changes:

Delete the Sign and Conditional Use Permit Applications from the Ordinance.

The proposed change deletes the two permits in the Ordinance. Permits should be in the regulations to allow them to be amended as needed and fees charged in accordance with Section 1603.03 rather than requiring a vote at Town Meeting every time something needs to be changed in an application.

Recommended by the Planning Board.

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**1609.00 Conditional use Permit Application**

***Brookline Planning Board  
Conditional Use Permit Sign Application***

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This application must be submitted to the Planning Board Secretary /Town Planner at least 30 days prior to the date of the Planning Board meeting at which the applicant wishes to appear.  
(Section 3.2 of the Non-Residential Site Plan Regulations, Submission Procedure)

Map/Lot# \_\_\_\_\_ Zone \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name \_\_\_\_\_ Phone # \_\_\_\_\_

Applicant E-Mail \_\_\_\_\_

Applicant Address \_\_\_\_\_

Location of Activity \_\_\_\_\_

Property Owner Name & Address \_\_\_\_\_

Owner(s) Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant(s) Signature \_\_\_\_\_ Date \_\_\_\_\_

*Signatures of both owner and applicant are required.*

**You must include at least the following information with this application and submit 4 complete copies:**

- ~~Rendering of proposed sign and its supporting structure (including the building for a wall sign)~~
- ~~Photograph of sign location~~
- ~~Completed waiver request form, if one or more waivers are requested.~~
- ~~Dimensions of proposed sign~~
- ~~Color(s) of proposed sign~~
- ~~Detailed location such as a copy of the site plan showing the proposed location~~
- ~~Manner of lighting (must comply with all town regulations and ordinances).~~

**Fees for Conditional Use Permit application (sign)**

**Application fee \$ 20.00**

**Application Review fee \$50.00**

**Notice per abutter by certified mail \$2.00 plus postage cost**

**Other fees — Billed separately when applicable, based on the time spent for review, inspections and meeting attendance by the Town Planner, Town Engineer, and Town Counsel.**

**\*Abutters list: List of names and addresses of abutters; 3 sets of Avery 5160 address labels with names and addresses of abutters (to address envelopes). Abutters include owner and applicant if not the same.**

**Payment Amount \_\_\_\_\_ Received by \_\_\_\_\_ Date \_\_\_\_\_**

**1610.00 Waiver Request Form — Conditional Use Permit Application**

***Brookline Planning Board  
Waiver Request Form — Conditional Use Sign Permit Application***

Lot Number \_\_\_\_\_

Date: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Owner of Property: \_\_\_\_\_

What provision of the Site Plan, Subdivision or Excavation Regulations are you asking to be waived?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Conditional Use requires meeting the standard as set in section 1602.00. Please state the reasons your request should be approved:***

**Note:** This application is not acceptable unless all required statements have been made.  
Additional information may be supplied on separate pages if the space provided is inadequate.

The use is specifically authorized in the Ordinance as a conditional use because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The development in its proposed location will comply with all requirements of this section, and with the specific conditions or standards established in this Ordinance for the particular use because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The use will be compatible with the neighborhood and with adjoining or abutting uses in the area in which it is to be located because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The use will not have a substantial adverse impact on vehicular or pedestrian safety because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The use will not have a substantial adverse impact on the appearance and visual quality of the surrounding neighborhood. In evaluating visual impact, the Planning Board may consider architectural and design elements because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The use will be adequately serviced by necessary public utilities and by community facilities and services of a sufficient capacity to ensure the proper operation of the proposed use because:

Applicant \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_(Signature)