

Office of Selectmen
Incorporated



**APPLICATION FOR SIGN PERMIT
PROCTOR SQUARE**

Applicant: _____ Tel #: _____

Name of Organization _____

Purpose of Sign: _____

Mailing Address: _____

Date(s) of Event: _____

Time frame requested for display of sign*: _____ / _____
Begin date End date

In the space below provide a sketch of the sign. Show dimensions of the sign including the stand (*see allowed dimensions on page 2*).

\$50 Fee Enclosed**

*All signs located in Proctor Square are on a temporary basis ONLY. They can be there for no longer than 10 days from the date of placement.

**All non-profit organizations are exempt from permit fees

____ Approved ____ Denied

** permit fees _____

Date _____

Permit # _____

Board of Selectmen:

Telephone
603-428-3221

18 Depot Hill Road
Henniker, NH 03242

FAX
603-428-4366

TOWN OF HENNIKER
Policy for Temporary Signs
Proctor Square

Be it ordained by the Board of Selectmen of the Town of Henniker, New Hampshire, as follows:

A. PURPOSE AND INTENT

The principle guiding this policy is that temporary signage in the Proctor Square traffic island shall not interfere with the safety and welfare of the public. It is the purpose of this policy to provide reasonable uniformity in the size and treatment of temporary signs placed on the Proctor Square traffic island. The town recognizes the need for reasonable and adequate business and public service identification and advertising.

B. PERMITS

1. All temporary signs placed on the Proctor Square traffic island are required to have a permit. Permits will be obtained through the Code Enforcement Officer.
2. Priority shall be given on a first-come-first-serve basis.
3. A copy of the actual permit shall be forwarded to the Chief of Police.
4. Each permit will be assigned a number and said number shall be placed on the actual sign that is publicly displayed on Proctor Square.

C. SIZE AND PLACEMENT

1. Temporary signs shall not interfere with the line of sight for operators of motor vehicles or pedestrians.
2. **A sign located on the northern end of the island shall not exceed one (1) foot in height and two (2) feet in width.**
3. **The maximum size of a temporary sign on the northern end of the island shall not exceed two (2) square feet.**
4. **A sign located on the southern end of the island beyond the crosswalk shall not exceed two (2) feet in height and three (3) feet in width.**
5. **The maximum size of a temporary sign on the southern end of the island shall not exceed six (6) square feet.**
6. The size of the sign shall be the surface area and shall be considered to include the inscriptions thereon. A double-faced sign shall be treated as a single-faced sign for the purposes of calculating sign areas.
7. All temporary signs must be constructed of durable materials and shall be maintained in good condition and repair at all times.
8. The permit shall state the inclusive dates that the sign will be posted.
9. Persons named on the permit shall be responsible for removing the sign upon the expiration date of the permit.

D. DISALLOWED USES

1. Blinking, neon, flashing, and other intermittent lighting are not permitted.
2. Portable A-frame signs, such as sandwich boards, are not permitted.
3. Political signs.
4. Temporary Signs shall not be displayed on the Proctor Square traffic island for more than ten (10) days.
5. All signs placed on Proctor Square not bearing a permit number shall be immediately removed by the Code Enforcement Officer and/or the Police Department.

E. PERMIT APPLICATION

1. An application for a sign permit shall include the applicant's name, organization or business address, purpose of the sign, size of the sign, and time frame requested for display of the sign.
2. The permit number, date of issuance and date of expiration shall be posted on the sign.

DATED this 11th day of August, 1998.

REVISED this 3rd day of November, 1998.

BOARD OF SELECTMEN

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