



Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELBURNE ROAD SHELBURNE, VT 05482
 www.shelburnevt.org 802-985-5118

TEMPORARY OUTDOOR DISPLAY APPLICATION*

* Also available in alternate formats in accordance with the Americans With Disability Act.

PLEASE USE THIS FORM TO REQUEST APPROVAL OF TEMPORARY OUTDOOR DISPLAYS

Except where specifically exempted by the zoning bylaw, outdoor displays of merchandise on commercial properties in Shelburne are allowed only upon receipt of a Temporary Outdoor Display Permit. Exempt merchandise is limited to: lawn and garden equipment and supplies; large recreational equipment such as watercraft and bicycles; motor vehicles; and outdoor furniture. Such exempt merchandise is exempt only when displayed as activity accessory to an existing business and the merchandise is displayed in a neat fashion which does not obstruct parking areas, pedestrian or vehicular access, or sight lines.

No Non-exempt merchandise may be displayed in such a way that impedes traffic or circulation, or which reduces sight lines onto roads or drives. Permits for non-exempt displays may be issued in lieu of temporary sign permits, under the same requirements and limitations on total number of days set forth in section 1970.3.

APPLICANT INFO

APPLICANT		PRIMARY CONSULTANT (If any)		
First Name (please print)		Name (please print)		
Last Name (please print)		Mailing address		
Signature	<input type="text"/>	City	State	Zip
Email		Phone		

APPLICATION SCREENING INFO

Type of display proposed	Yes/No	Location of display	Yes/No
Lawn/garden equipment		Occupies or is within 5' of parking area	
Recreation equipment		Occupies or is within 5' of sidewalk or crosswalk	
Motor vehicles		Occupies any sight triangle/row	
Outdoor furniture			

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FOR OFFICE USE ONLY

Date received	by		by
Fee required	by	Fee received	by
Permit #	by	Permit sunset	

TEMPORARY OUTDOOR DISPLAY APPLICATION

PROJECT INFO

Date applicant proposes outdoor display authorized under this permit will begin.	Total # of days applicant proposes merchandise will be displayed.
Date applicant proposes outdoor display authorized under this permit will end.	Maximum # of consecutive days merchandise will be displayed.
Date of most recent temporary sign permit issued for property	Nature of merchandise to be displayed

CONFORMANCE WITH CRITERIA

Applications for temporary outdoor displays must meet criteria contained in the zoning bylaw. The review process will tend to function more smoothly when you provide thorough responses to the following items.

Describe or summarize and attach any evidence indicating that the temporary display would be placed on the site in a manner that does not impede traffic or circulation, and does not reduce sight lines onto roads or drives.

Describe or summarize and attach any evidence indicating that the temporary display will be maintained for a **maximum** of **either**:

A) fourteen (14) consecutive days once in every two (2) calendar month period, or seven (7) days once each calendar month.

OR

B) five (5) days in a calendar month provided the merchandise is displayed on the same day of the week for the entire month.

Describe or summarize and attach any evidence indicating that the temporary display will be conducted as part of the business occupying the site:

Form continues ...



TEMPORARY OUTDOOR DISPLAY APPLICATION

TEMPORARY OUTDOOR DISPLAY PLOT PLAN CHECKLIST

A "Temporary Outdoor display Plot Plan" must be submitted in conjunction with this application. The features depicted on such "Temporary Outdoor display Plot Plan" must include the following:

- Name and address of the property owner.
- Address of the property (if different from the owner's address).
- Parcel Boundaries and dimensions.
- Building footprints and Parking (may utilize recent aerial photograph).
- Abutting streets.
- Location of any public or private utility easements .
- Location of any public or private Rights of way and/or sidewalks.
- Any existing displays to be replaced or modified by the proposal.
- Proposed outdoor display area and setbacks to be observed by the displays.
- North Arrow, Indication of scale used, and Date of plot plan.

In almost all cases, applications for Temporary Outdoor displays will not require review by the Development Review Board (DRB). Instead, the Administrative officer will review the application and issue an outdoor display permit when the application and plan clearly indicate the proposal will comply with the bylaw.

In general, applications will not be acted upon unless or until they are complete. Applicants may request a conference with the DRB Administrator or another staff member to review the application materials and determine whether the application is complete. Application materials shall be submitted to Planning and Zoning staff 24 hours prior to the Filing Conference. If the application is found to be complete, a decision will be made within 30 days. Any permit issued may indicate that approval is conditioned on compliance with all standards contained in the zoning bylaw.

SUBMIT