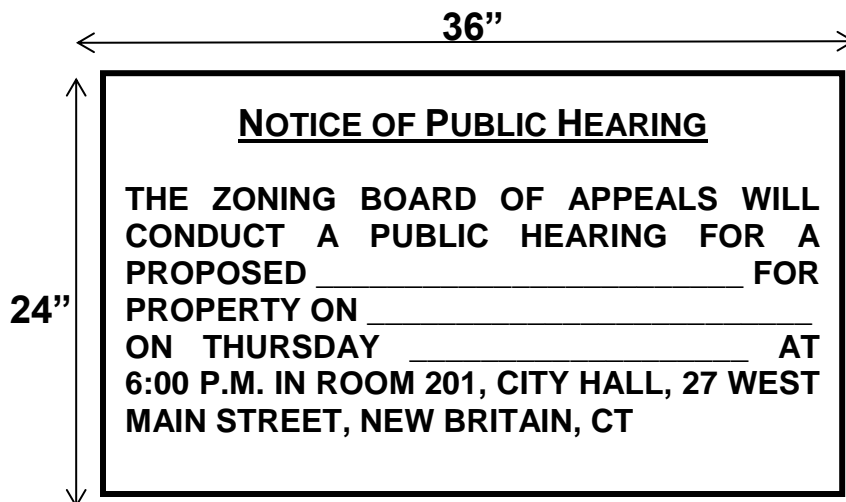


## **NOTIFICATION REQUIREMENTS**

Section 270-20-20.20 requires that every applicant/appellant place a sign on each street frontage of the property that is the subject of the application. The sign(s) must be two (2) feet high and three (3) feet long (24" high by 36" long), with black lettering on a white background. The sign must be made of 1/8" thick pressed board or other durable material. Each sign shall be clearly visible from the street closest to the subject property and not be set back more than ten (10) feet from the property line and between two (2) and six (6) feet above grade at the property line.

Signs shall be displayed for a period of not less than 17 days immediately preceding the date of the public hearing and shall be reposted in the case of a postponed or continued public hearing.

The sign shall give notice of the action being requested (**Example: "Variance", "Special Exception", etc.**) and the date, time and place of the public hearing, as shown in the sample below:



**\*\***

*Depending on your application, fill in blank with one or more of the following:*

**Variance -- Special Exception -- Certificate of Location Approval --  
Appeal of Determination of Building Official/Zoning Enforcement Officer**

The Zoning Board of Appeals also requires that a list of names and complete mailing addresses of all property owners whose property abuts, is directly across the street, and/or within 100 feet of the subject property must accompany the application. If the subject property is within 500 feet of an adjoining municipality, the name and address of the Town Clerk of the adjoining municipality must also be provided.