

CITY OF CAMBRIDGE

## Community Development Department

City Hall Annex, 344 Broadway, Cambridge, MA 02139

### SIGN CERTIFICATION APPLICATION

Please fill out this application to indicate the number, type, and dimensions of signage for your building. If you are unsure of the type of sign and/or allowable dimensions, please review the following pages of this application and [Article 7.000](#) of the Zoning Ordinance. Please note the following additional requirements:

- **All signs must receive a permit from the Inspectional Services Department (ISD) before installation.** Community Development Department certification action does NOT constitute issuance of a permit or certification that all other code requirements have been met. **Do not contract for the fabrication** of a sign until all permits have been issued, including City Council approval if necessary, for signs in the public way.
- Any sign or portion of a sign extending more than six (6) inches into the public way/sidewalk must receive approval from the Cambridge City Council and a bond must be posted with the City Clerk. For questions or additional information, please contact [cddzoning@cambridgema.gov](mailto:cddzoning@cambridgema.gov).

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### APPLICANT INFORMATION

Applicant Name:

Phone:

Email:

Sign Address:

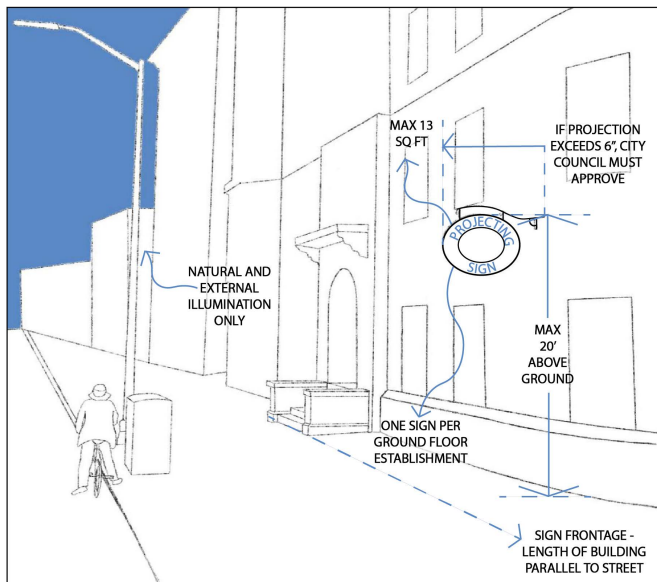


## OVERVIEW BY SIGN TYPE

Please note that this guide is intended to provide an overview of requirements by sign type. Sign shall mean and include any permanent or temporary structure, device, letter, words, model, banner, pennant, insignia, trade flag, or representation used as, or which is in the nature of, an advertisement, announcement, or direction and which is designed to be seen from the outside of a building. For further information on specific requirements, consult Article 7.000 of the Zoning Ordinance.

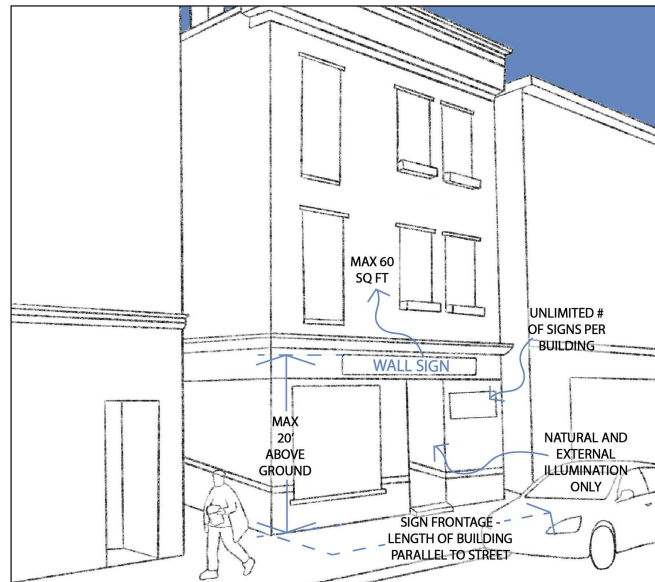
### PROJECTING SIGN

A projecting sign is attached to and projects from a building face, including marquee, canopy, and awning mounted signs.



### WALL SIGN

A wall sign is affixed so its exposed face and all sign area is parallel to the plane of the building.



### FREESTANDING SIGN

A free standing sign is attached to or part of a self-supporting structure and is not attached to any other structure.

