



TOWN OF WESTON MASSACHUSETTS

Office of Selectmen
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RULES FOR SANDWICH BOARD SIGNS

1. Applications for the placement of sandwich board signs in the public way will be accepted no earlier than three (3) months prior to the beginning date of the time period requested.
2. Permits will be granted on a first-come, first-served basis. Applications shall be given priority in the order listed:
 - a) Town boards, committees, officers, for official business of the Town;
 - b) Town departments sponsoring community events;
 - c) Weston based non-profit organizations and churches.
3. Permits will not be granted to non-Weston affiliated organizations, entities organized for profit, private interest or political groups.
4. Only three locations will be permitted. Any placement outside of these specifications will result in the removal of the sign by the Town:
 - a) School Street, at the northwest corner of Route 20;
 - b) Wellesley Street, at the northwest corner of Route 30; and
 - c) Transfer Station on Church Street (location to be determined by attendant on duty).
5. Permits will be granted for no longer than one week, typically Saturday to Saturday.
6. A maximum of six signs, no larger than 45 inches high x 25 inches wide, will be permitted in each of the three locations during the same period. For this reason, we need your cooperation in adhering to the permit limit.
7. The permittee is responsible for providing the signs and placing them in the location(s) prescribed above and in such a way as to create NO interference with pedestrian sidewalks or the visibility for the operators of vehicles at the location (s). The permittee IS responsible for removing the sign in the event of inclement weather.
8. The permittee shall NOT place additional signs in the public way anywhere else within the limits of the Town of Weston. Failure to comply will result in the denial of future signboards and removal of the signs by the Town.
9. The permittee is responsible for removing the sign(s) no later than 9:00 a.m. on the day following the expiration of the permit. If the sign is not removed as described above, the sign will be removed by the Town of Weston. Failure to remove signboards in a timely manner may result in the denial of future signboard permits.
10. The Weston Board of Health (781) 786-5030 must be contacted in advance if food is to be served, sold or distributed at an event or meeting.
11. The Office of the Board of Selectmen (781) 786-5020 must be contacted in advance if alcohol will be served, sold or distributed at a public event or an event held in a Town-owned building.