

APPROVED
HISTORIC PRESERVATION AND ARCHITECTURAL REVIEW BOARD

DATE: _____



**VILLAGE OF SAG HARBOR
 BUILDING DEPARTMENT**
 55 MAIN ST., PO BOX 660
 SAG HARBOR, N.Y. 11963
 631-725-0224
 631-725-4852 FAX
 BUILDINGDEPT@SAGHARBOR.NY.GOV

DEPT. USE ONLY

PERMIT NO. _____

PERMIT FEE _____

FEE PAID _____

DATE ISSUED ____/____/____

ZONING DISTRICT _____

**SIGNS ERECTED WITHOUT
 PERMIT SUBJECT TO 300-17.4(A)**

FEE INCREASE: Y N

APPLICATION FOR SIGN PERMIT

INSTRUCTIONS

1. THIS SIGN PERMIT APPLICATION MUST BE COMPLETED BY TYPEWRITER OR PRINTED IN INK.
2. WORK DESCRIBED IN THIS APPLICATION MAY NOT BE COMMENCED BEFORE A PERMIT IS ISSUED; APPROVAL GRANTED BY THE HISTORIC PRESERVATION AND ARCHITECTURAL REVIEW BOARD ("HPARB") IS NOT A PERMIT TO COMMENCE WORK.
3. THIS APPLICATION MUST BE COMPLETE IN EVERY RESPECT BEFORE THE APPLICATION WILL BE FORWARDED TO THE HPARB.
4. A CERTIFICATE OF WORKERS' COMPENSATION FOR THE PERSONS INSTALLING THE SIGN MUST ACCOMPANY THIS APPLICATION. THERE ARE NO WORKERS' COMPENSATION EXEMPTIONS FOR COMMERCIAL BUILDINGS.
5. AN ENCUMBRANCE PERMIT FROM THE VILLAGE CLERK IS REQUIRED IF IT WILL BE NECESSARY TO PLACE EQUIPMENT UPON OR OTHERWISE OBSTRUCT VILLAGE SIDEWALKS OR STREETS DURING THE ERECTION OF A SIGN.
6. A MAXIMUM OF (1) ANNOUNCEMENT SIGN AND (1) IDENTIFICATION SIGN PER OCCUPANCY IS PERMITTED ON EACH PUBLIC STREET. SIGNAGE ON AWNINGS AND STOREFRONT GLASS ARE INCLUDED IN THE TOTAL NUMBER OF SIGNS. ERECTION OF MORE THAN TWO SIGNS PER STREET FRONT REQUIRES A VARIANCE.

TAX MAP NUMBER: _____ - _____ - _____ - _____ PROPERTY LOCATION: _____
DISTRICT SECTION BLOCK LOT LEGAL STREET ADDRESS AND NUMBER

PROPERTY OWNER: _____ STORE NAME: _____
 MAILING ADDRESS: _____ APPLICANT NAME: _____
 _____ MAILING ADDRESS _____
 PHONE: _____

Owner grants permission to make this application? Yes No PHONE: _____
 APPLICANT IS: OWNER LESSEE AGENT ARCHITECT BUILDER OTHER: _____

CONTRACTOR RESPONSIBLE FOR INSTALLATION:

NAME: _____ PHONE: _____

SIGN 1

Dimensions: _____ W x _____ H Area of Sign 1 in square feet: _____ sf
 Mounting location: _____
 Width of storefront to which this sign will be attached in linear feet: _____ ft
 Will this sign be illuminated? Yes No (if yes, attach manufacturer specification for light fixture. Refer to Village Code 300-9.9)

SIGN 2

Dimensions: _____ W x _____ H Area of Sign 2 in square feet: _____ sf
 Mounting location: _____
 Width of storefront to which this sign will be attached in linear feet: _____ ft
 Will this sign be illuminated? Yes No (if yes, attach manufacturer specification for light fixture. Refer to Village Code 300-9.9)

APPLICATION IS HEREBY MADE to the Building Department for the issuance of a sign permit pursuant to 300-9.7(G) of the Sag Harbor Village Code.

STATE OF NEW YORK } ss.:
 COUNTY OF _____ }

_____ being duly sworn deposes and says that he is the applicant above named and is duly authorized to perform or have performed the work described above and to make and file this application; that all statements contained in this application are true to the best of his/her knowledge and belief; that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith; and that the work shall comply with all applicable laws, ordinances and regulations.

Sworn to before me this

_____ day of _____ 20____

SIGNATURE OF APPLICANT

NOTARY PUBLIC

APPROVED: _____
BUILDING INSPECTOR