

# VILLAGE OF WAPPINGERS FALLS

BUILDING INSPECTOR  
ZONING ADMINISTRATOR  
FIRE INSPECTOR  
PLUMBING INSPECTOR  
BRYAN J. MURPHY



CHAIRPERSON  
TOM MORRIS  
MEMBERS  
BONNIE KIEFFER  
MICHAEL KOCAN  
DON MCCORMICK  
GEORGE MORAN  
ALTERNATE MEMBER  
JOHN KARGE

BUILDING INSPECTOR  
CODE ENFORCEMENT OFFICER  
ARMAND ALFONSO

**BUILDING DEPARTMENT  
OFFICE OF CODE ENFORCEMENT  
OFFICE OF THE FIRE INSPECTOR  
2582 SOUTH AVE.**

**WAPPINGERS FALLS, NY 12590  
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[www.wappingersfallsny.gov](http://www.wappingersfallsny.gov)**

## APPLICATION FOR A SIGN PERMIT

Meetings are held at the American Legion Hall, 7 Spring Street on the first Thursday of the month at 7:00 p.m. All information must be completely filled out and returned no later than 15 business days before meeting date. For the complete list of Planning Meeting Dates and Deadlines go to " PLANNING BOARD SCHEDULE" on the village web site <http://wappingersfallsny.gov/planning-board>.

**Items to be submitted for review:** (Only items pertaining to project)

Consent Form

Ten (10) sets of following :

**Sign Design** : All application must be accompanied by a detail scale drawing showing all sign dimensions, graphic design (including lettering and pictorial matter), visual message (text, copy or content sign), sign colors with color swatches, lighting, and landscaping.

**Sign Location** : All applications must be accompanied by a plan, draw to scale, showing the following:

\* For freestanding signs, the position of the sign in relation to adjacent buildings, structures, roads, driveways, property lines, other signs, lighting fixtures, wall and fences.



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## APPLICATION FOR SIGN PERMIT

*All information must be completely filled out and comply with Village of Wappingers Falls Zoning Law*

Date Submitted: \_\_\_\_\_ Date of Meeting : \_\_\_\_\_

1. Name of Business: \_\_\_\_\_

Location of property : \_\_\_\_\_

2. Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

3. Property Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

4. Linear frontage of building facing principal street: \_\_\_\_\_ Zoning District \_\_\_\_\_

Max. signage allowed : \_\_\_\_\_ sq. ft.

**\*\*If more than one commercial use per building, use ONLY the linear frontage corresponding to your commercial space.\*\***

5. Proposed sign (s): \_\_\_\_\_ ft. X \_\_\_\_\_ ft. = \_\_\_\_\_ sq. ft.

\_\_\_\_\_ ft. X \_\_\_\_\_ ft. = \_\_\_\_\_ sq. ft.

\_\_\_\_\_ ft. X \_\_\_\_\_ ft. = \_\_\_\_\_ sq. ft.

Remaining footage for future signs \_\_\_\_\_.

### Sign Specifications

Sign Type :  Monument  Post & Arm  Projecting  Wall  Window

Awning  Directional  Temporary  Neon Accessory

Lighting:  No  Yes (Type : \_\_\_\_\_ )

Material:  Wood  Metal  Other: \_\_\_\_\_

Number of faces:  Single Faced  Double Faced

**6. Sign Design : All applications must be accompanied by a detailed scale drawing showing all sign dimensions, graphic design (including lettering and pictorial matter), visual message (text, copy or content sign), sign colors with color swatches, lighting, and landscaping.**

**7. Sign Location : All applications must be accompanied by a plan, drawn to scale, showing the following:**

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