

TOWN OF HARTWICK - Sign Permit Application -

(1) APPLICANT:

- a) Business and/or Responsible Party:
b) Mailing Address of Applicant:
c) City: State: Zip:
d) Phone:

(2) SIGN LOCATION:

- a) Property Owner (if different from Applicant):
b) Tax Parcel Number:
c) Street Address Where Sign is to be Located:
d) Attach a location map of the property where the sign will be located. PROVIDED NOT PROVIDED

(3) TYPE OF SIGN (Check All that Apply):

- | | | |
|---|--|---|
| <input type="checkbox"/> Temporary Sign (<120 days) | <input type="checkbox"/> Projecting Sign | <input type="checkbox"/> Vehicle Sign |
| <input type="checkbox"/> Temporary Event Sign (<14 days) | <input type="checkbox"/> Marquee Sign | <input type="checkbox"/> Changeable Copy Sign |
| <input type="checkbox"/> Free-Standing Sign | <input type="checkbox"/> Canopy Sign | <input type="checkbox"/> Off-Site Sign |
| <input type="checkbox"/> Wall Sign | <input type="checkbox"/> Construction Sign | <input type="checkbox"/> Window Sign |
| <input type="checkbox"/> Home Occupation/Res. Office Sign | | <input type="checkbox"/> Other (Specify): |

(4) SITE INFORMATION:

- a) Distance of proposed sign from each property line (if applicable):
Front Property Line ft Side 1-Property Line ft Side 2-Property Line ft
b) Attach a map showing the location of the sign on the site and/or building upon which the sign is to be erected. PROVIDED NOT PROVIDED
c) Attach a color photo (or photos) of the site or building upon which the sign is to be erected and any immediately adjacent building(s). PROVIDED NOT PROVIDED

(5) SIGN INFORMATION AND SKETCH:

- a) Dimensions of Sign #1: Width = ft Height = ft Total Sq Feet =
Dimensions of Sign #2: Width = ft Height = ft Total Sq Feet =
b) Time period for which sign(s) will be in place:
 PERMANENT TEMPORARY (Specify Estimated Number of Days)
c) Attach a sketch drawn to scale with supporting information indicating the sign colors, size, size and types of lettering or other graphics, logos and materials to be used, electrical or other mechanical equipment, details of its attachment and hanging, etc. PROVIDED NOT PROVIDED

(6) IS A VARIANCE REQUESTED AS PART OF THIS APPLICATION? YES NO

IF YES, INDICATE THE TYPE OF RELIEF REQUESTED:

- Dimension Design Standard
 Location Other (Specify):

(7) SIGNATURES:

a) APPLICANT: *“I certify that this document and all attachments were prepared under my direction and the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.”*

Signature of Applicant

Date

a) OWNER: *“I, the owner of the above-referenced property upon which said sign is to be located, hereby certify that I am aware of and agree to the placement of this sign as proposed.”*

Signature of Owner

Date

FOR USE BY PLANNING BOARD ONLY

DATE OF APPLICATION ACCEPTANCE:

IS THE TYPE OF SIGN CORRECTLY INDICATED ON REVERSE? YES NO

IF NO, SPECIFY

APPLICATION FEE:

DOES THIS APPLICATION REQUIRE A VARIANCE REQUEST? YES NO

IF YES, IS THERE A NEED FOR PUBLIC HEARING: YES NO

SIGN PERMIT DETERMINATION: *Approved*
 Disapproved
 Approved with Suggested Modifications

DATE OF DETERMINATION:

SPECIFY SUGGESTED MODIFICATIONS:

SPECIFY REASON(S) FOR DISAPPROVAL: