

SIGN PERMIT APPLICATION

Village of Holland Patent

App. #	_____
Date filed	_____
Fee Paid	_____ Check # _____
Received by	_____
Parcel #	_____
Zoning District	_____

Before completing this form, applicant should carefully review the Village of Holland Patent's Sign Laws. The Sign Law is available online under "Laws" at www.village.holland-patent.ny.us. Regulations are also available at the Holland Patent Village Clerk's Offices. Applications not completely filled out or not in complete compliance with the law cannot be approved by the Enforcement Officer or the Planning Board. This completed form, accompanied by a \$15 application fee payable to Village of Holland Patent should be returned to the Holland Patent Village Clerk, 9544 Depot Street, PO Box 302, Holland Patent, NY 13354.

Applicant _____ Telephone/Email _____

Mailing Address _____

Property Owner _____ Telephone/Email _____

Mailing Address _____

If permit applicant is other than the owner of the property on which the proposed sign is to be erected, written consent of the property owner or copy of contract agreement between owner and sign contractor shall accompany this application.

TYPE AND LOCATION OF SIGN [Check where applicable]

_____ New Sign	_____ Permanent Sign	_____ Wall Sign
_____ Existing Sign	_____ Temporary Sign	_____ Freestanding Sign
_____ Replacement Sign	_____ Portable Sign	_____ Billboard Sign
_____ Projecting Sign	_____ Roof Sign	_____ Other (explain) _____

Location for proposed sign (address): _____

Describe placement and location of sign on property, building or structure: _____

Proposed sign will face which direction(s)? _____

IMPORTANT: Attach a plot plan or accurate site map showing all existing structures, freestanding signs, other landmarks, and the setbacks and distances between them. Photographs should be included for existing signs.

(OVER)

CONTENT AND DESIGN OF SIGN

Attach a sketch of the proposed sign showing its size, shape and dimensions. Identify the message and contents of the sign, describing the lettering, graphics, colors and materials of the sign.

SIGN ILLUMINATION

If sign is to be illuminated, indicate the method, source and type of such illumination. [Check where applicable]

_____ Direct _____ Overhead _____ From below

_____ Indirect _____ From within _____ Other (explain) _____

Number of sides to be illuminated: 1 _____ 2 _____ 3 _____

Lamp Type/Wattage/Lumens (each side): _____

Wiring: _____ Underground _____ Overhead

CERTIFYING STATEMENT

THIS APPLICATION IS A TRUE AND ACCURATE STATEMENT REGARDING THE SIGN PERMIT BEING REQUESTED. I UNDERSTAND THAT ANY ALTERATION FROM THE ABOVE, WITHOUT PRIOR WRITTEN APPROVAL FROM THE ZONING ENFORCEMENT OFFICER, SHALL CONSTITUTE A VIOLATION OF THE SIGN LAW, AND MAY RESULT IN FINES, PENALTIES, AND REMOVAL OR FORFEITURE OF SAID SIGN BY THE RESPECTIVE MUNICIPALITY.

Applicant Signature

Date

Property Owner Signature
(If different than Applicant)

Date

(To be completed by the Enforcement Officer)

Permit: ☐ Approved

☐ Denied. Application not in compliance with the following provisions of the Sign Law:

Enforcement Officer

Date