



VILLAGE OF CANASTOTA
205 SOUTH PETERBORO STREET
CANASTOTA, NEW YORK 13032
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OFFICE OF THE
CODE ENFORCEMENT OFFICER & FIRE MARSHALL
MICHAEL G. ADSIT

SIGN PERMIT

Application # Date of Application

Address of Proposed Job Site

Tax Map #

Nature of Work:

☐

New Building

☐

Repair

☐

Demolition

☐

Addition

☐

Alteration

☐

OTHER

Date Work to Commence

Describe Construction, include type of materials

Attach site plan of proposed construction (including all dimensions of property line, proposed building lines, existing structures, set back and rear yard.

Lot Size Sq Feet Acres

Is sign permit in conjunction with building permit?

Distance of Structure from Highway Line ft.

Maximum Building Height ft.

Proposed use and occupancy

Is proposed use permitted

Construction to be completed at the cost of \$

Attach any photo or drawings of proposed signage.

Property Owner's Name and Address

Telephone Number ()

Signature of Applicant _____ Owner ☐ Lessee ☐

INSURANCE:

Insurance Certificate (Workers Compensation) ☐ (Attache Insurance Form in the Name of The Village of Canastota, 205 South Peterboro Street, Canastota, New York 13032)

Waver Certificate ☐ (Owner/Builders/Contractor/Developers) will provide New York State Certificate.

AUTHORIZATION:

State of New York, County of _____ Authorize Name _____ be duly sworn deposes and says that they are the owner or authorized representative by attached completed proxy statement and are duly authorized to perform or have performed said work and make and file this application; that all statements are true and to the best of their knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications file therewith.

Sworn to before me Owners or Authorized Representative Signature _____

This ____ day of _____ Print Name _____

Notary Public _____ Seal

.....
DO NOT WRITE BELOW THIS LINE FOR OFFICIAL USE ONLY

Building Department Reviewed By _____

Date of Approval / Disapproval _____ 20 _____

Approved _____ Disapproved _____

Chapter 230. Zoning

Article XVII. Regulations Applicable in All Districts

§ 230-85. Signs in all districts.

[Amended 11-17-2008 by L.L. No. 5-2008; 8-6-2018 by L.L. No. 4-2018]

- A. No sign shall be erected within the Village of Canastota except in accordance with the provisions of this chapter. Except as otherwise specifically provided in this chapter, off-premises advertising signs, including but not necessarily limited to billboards, feather or flag signs, portable sidewalk business signs, and roof signs are not permitted in any district. Building-mounted business signs shall be made of rigid materials. Nonrigid vinyl, cloth or similar banner type signs made of nonrigid materials are not permitted as building mounted business signs.
- B. No sign shall be placed upon or attached to any public or private utility pole, lamppost, water or fire hydrant, sidewalk, bridge, tree or similar installation or improvement, whether situated on public or private property.
- C. No sign, except a sandwich board sign placed in accordance with the provisions of § **230-86**, shall be placed between the sidewalk and the street pavement, or, on streets without sidewalks, within the street lines or the limits of the street.
- D. Temporary signs shall be limited to one per parcel at any given time. No temporary sign shall be placed on any property more than 30 days in advance of the event being advertised, or if the sign does not describe a specific event, for more than 30 days per calendar year. Unless otherwise provided under the provisions of this chapter, temporary signs, including signs erected in the interest of protecting public safety, may be placed in accordance with these regulations without a permit. "For Sale" and "For Rent" signs may be placed, without a permit, upon the property being offered for sale or rent without a permit and without regard to duration, but shall be removed within seven days after the property has been sold or rented.
- E. The following signs are permitted in any district upon issuance of a sign permit by the Code Enforcement Officer:
 - (1) Business signs, including professional office and home occupation signs affixed to the building housing the business and not exceeding two square feet in area per sign face in residential districts and 32 square feet in commercial and industrial districts.

- (2) Professional residence-office and home occupation signs not exceeding two square feet in area.
 - (3) Signs identifying a construction project and the specialists concerned, not exceeding eight square feet for a one- to four-family residence, and 16 square feet for all other buildings.
 - (4) Signs identifying any permitted nonresidential use in a residential district, one square foot of sign area for each lineal foot of building frontage, but not exceeding a total of 25 square feet.
- F. The Village Code Enforcement Officer and any police officer shall have the authority to, immediately and without prior notice, remove, or cause to be removed, any sign unlawfully placed in violation of Subsections **B** and **C** of this section.
- G. The Village Code Enforcement Officer and any police officer shall have the right to remove forthwith and without prior notice a sign which, in the determination of the Code Enforcement Officer, causes any interference with vehicular or pedestrian traffic or other threat to public safety, or in the event of an emergency situation, or in the event the sign interferes with work that is to be performed on the public sidewalk or within any public right-of-way by or on behalf of the Village of Canastota.
- H. The Village Code Enforcement Officer shall have the right, upon five business days' prior notice, to revoke a sign permit for failure to comply with the provisions of this chapter.

§ 230-86. Signs permitted in Commercial and Industrial Districts.

[Amended 11-17-2008 by L.L. No. 5-2008]

The following additional signs are permitted in Commercial and Industrial Districts upon issuance of a sign permit by the Code Enforcement Officer:

- A. All signs permitted in § **230-85**.
- B. Business signs with a total area not to exceed two square feet for each one lineal foot of building frontage occupied by the establishment.
- C. Notwithstanding any other provision of this chapter to the contrary, sandwich board signs shall be permitted in Commercial and Industrial Districts when in compliance with the following conditions and requirements:

[Added 8-6-2018 by L.L. No. 4-2018]

- (1) Only one sign is permitted per business establishment. The sign may only be displayed during the hours when the business establishment which it advertises is open, and must be removed and stored indoors when the business is not open.
- (2) The sign shall not exceed a maximum height of 48 inches when measured perpendicular to the ground, and shall not exceed a maximum width of 26 inches. No sign shall have more than two faces.
- (3) The sign shall have a professionally prepared and constructed appearance and shall be made of rigid plastic or other weather-durable materials. Lettering shall be printed or stenciled, and colors and

lettering shall be matching or complementary with the business establishment advertised. The foregoing requirements, however, shall not be deemed to prohibit the use of chalkboard or other similar sign faces that allow the hand lettering of daily specials or other business messages. Signs shall be kept clean and in good repair to preserve their original appearance. No sign shall be illuminated, nor shall any sign contain any moving parts or have balloons, streamers, pennants or similar adornments attached.

- (4) The sign shall be temporarily anchored with weights or otherwise constructed in such a manner as to ensure against the dislocation of the sign by wind, but in no event shall any holes be created in any public sidewalk or pavement, nor shall any sign be placed in such a manner as to cause any damage to any public property.
- (5) The sign must be located immediately in front of or immediately on the side of the business establishment that it advertises, which shall include, in the case of temporary events, the location of the event. If located on the sidewalk, the sign shall be placed in such a manner as to allow at least five feet of clear space for passage of pedestrians on the sidewalk. If there is a parking lot between the front facade of the business and the street, then in such event, the sign may be located within such parking lot or other suitable area approved by the Code Enforcement Officer between the building and the sidewalk. In no event shall the sign be located within the travelled portion of any public or private street or drive aisle, or in any location that obstructs or hinders any motorist's ability to park a vehicle in a designated parking space or the ability of any person to gain access to any lawfully parked vehicles, or in any location that interferes with vehicular or pedestrian lines of sight, traffic or safety.
- (6) Sandwich board signs shall be allowed only upon issuance of a permit by the Code Enforcement Officer. There shall be no fee for the issuance of this permit. The holder of a permit shall be required to register said sign annually with the Code Enforcement Officer and, if the sign is located on the sidewalk or otherwise within a public right-of-way, shall procure and maintain in full force and effect during the term of the permit a policy of general liability insurance against property damage and bodily injury in the minimum amount of \$300,000 for bodily injury or death per person, \$600,000 for bodily injury or death for all persons, and \$100,000 for injury to or destruction of property, which policy shall name the Village of Canastota as an additional insured, and shall be in a form acceptable to the Village of Canastota. Said insurance policy shall provide that not less than 30 days' advance notice shall be given to the Village of Canastota before the policy is cancelled, materially changed or not renewed.

- D. Notwithstanding any other provision of this chapter to the contrary, feather, flag and inflatable signs shall be permitted on properties in Commercial and Industrial Districts fronting on the northerly side of NYS Route 5, and fronting on Peterboro Street located between Maple Avenue and the northerly Village corporate boundary, provided that such signs shall not be located within the street or highway right-of-way and shall be located no closer to the street or highway right-of-way line than the greater of 10 feet or the height of the sign.

[Added 8-6-2018 by L.L. No. 4-2018]

§ 230-87. Maximum size of signs.

The following regulations shall apply to all permitted signs:

A. Wall signs shall not:

- (1) Exceed 300 square feet in area.
- (2) Be more than 20 feet above ground level.
- (3) Extend more than five feet above the roof line.
- (4) Extend more than one foot beyond the wall.
- (5) Be painted directly on a building wall.

B. Projecting signs shall not:

- (1) Exceed 50 square feet in area.
- (2) Project into a public right-of-way.
- (3) Extend more than 10 feet from the building wall.
- (4) Be less than 10 feet above ground level.
- (5) Extend more than 14 feet above ground level.

C. Ground signs shall not:

- (1) Exceed 200 square feet in area.
- (2) Be placed less than five feet from a street line nor less than 10 feet from any other property line.
- (3) Exceed 20 feet in height above ground level.
- (4) Be portable.
- (5) Project into a public right-of-way.