



VILLAGE OF RED HOOK
7467 South Broadway, Red Hook, NY 12571
(845) 758-4718

BUILDING & ZONING DEPARTMENT

SIGN PERMIT APPLICATION

In accordance with *Section 200-38 of the Village of Red Hook Zoning Code*, I hereby apply for a permit to install the following sign(s) and provide the following information related to my request:

TAX PARCEL ID # 6272-_____ - _____

1. **APPLICANT:**

Name:

Address:

Phone: _____ Email:

2. **PROPOSED LOCATION OF SIGN AGE:**

3. **PROPOSED SIGN TYPE:**

- _____ Wall Sign Attached to Building
_____ Wall Sign Painted on Building
_____ Hanging Sign Attached to Building
_____ Free Standing Sign
_____ Awning
_____ Other

4. **PROPOSED SIGN DESIGN AND MATERIAL:**

Wording on Sign:

Size of Sign: _____

Type of Material Used:

Type of Lighting proposed:

USE OF EXISTING BRACKET: _____ YES _____ NO

If new bracket being proposed need specifications.

Note: Per Zoning Section 200-38(3) (a) - The use of moving signs, or the use of flashing or intermittent lighting in connection with signs, or the use of internally illuminated signs, shall not be permitted.

FOR BUSINESS DISTRICT ONLY SEE Zoning Section 200-38-(6) -e - IN A BUSINESS DISTRICT (Added 6/12/2023) : NOT SUBJECT TO PERMIT PROCESS:

One internally illuminated window sign per business, not to exceed 1.5 square feet (216 square inches) which is illuminated with a constant intensity, no flashing, intermittent or moving lights, only. Illuminated during business hours, and further subject to all other limitations in Section 200-38, including but not limited to the

limitation that signage located in a window or door shall not occupy more than 25% of the glazing area of that window or door.

5. **GROUND CLEARANCE OF SIGN:** _____ Ft. (See Zoning Section 200-38-A-(1) - 8 foot requirement.

6. **LANDSCAPING: (Free Standing Sign age only):**

7. **SITE PLAN: (FREE STANDING ONLY).** PLEASE ATTACH A PLAN, DRAWN TO SCALE, SHOWING THE FOLLOWING: the position of the sign in relation to adjacent buildings, structures, roads, driveways, property lines, other signs, lighting fixtures, wall and fences.

ALL APPLICATIONS MUST BE ACCOMPANIED BY A DETAILED SCALED DRAWING SHOWING ALL SIGN DIMENSIONS, GRAPHIC DESIGN (INCLUDING LETTERING AND PICTORIAL MATTER), VISUAL MESSAGE (TEXT, COPY OR CONTENT OF SIGN), SIGN COLORS, LIGHTING AND LANDSCAPING (IF PROPOSED).

8. **EXISTING SIGN (S) ON PREMISES:** _____ YES _____ NO
If yes, please provide a complete inventory of **ALL** signs on the property to include, TYPE, SIZE, TEXT and TOTAL SQUARE FOOTAGE.

REVIEW OF APPROVAL:

The applicant understands the above information will be reviewed by the Village of Red Hook Code Enforcement Officer/Zoning Officer who will then refer the application to the Planning Board for its review and approval.

SIGNATURE OF APPLICANT :

DATE: _____

NOTE: IF YOU ARE NOT THE PROPERTY OWNER PLEASE
SUBMIT A SIGNED OWNER'S CONSENT FORM (which is attached)
WITH THIS APPLICATION. APPLICANT CANNOT BE HEARD
WITHOUT OWNER'S CONSENT.

REVIEW & APPROVAL: Applicant(s) understands the above information will be reviewed by the Zoning Enforcement Officer who will then refer the application to the Planning Board for its review and approval:

Applicant Signature

(To be completed by Building Department)

DATE RECEIVED BY ZEO:

Signage Available: _____ Sq. Ft.

Proposed Sign(s): _____ Sq. Ft.
_____ Sq. Ft.

Remaining Footage for future signs: _____

DATE PLANNING BOARD ACTION ON APPLICATION:

APPROVED DATE: _____

SIGN PERMIT GRANTED:

DATE: _____ **PERMIT #** _____

COMMENTS:
