

As Per the

Zoning Administrator:

All items required for

SIGN PERMIT process

MUST be included or

application will not be

accepted

No exceptions

Any questions please call the Zoning

Administrator @ 845-297-1373, ext. 2

TOWN OF WAPPINGER

Director of Strategic Planning and
Municipal Codes
Barbara Roberti X128

Deputy Zoning Administrator
Judith Subrize X 129



ZONING DEPARTMENT
20 MIDDLEBUSH ROAD
WAPPINGERS FALLS, NY 12590-0324
(845) 297-1373
FAX: (845) 297-0579

SIGN PERMIT APPLICATION

Application No.: _____ Permit No.: _____ Date: _____

Application Fees:

*****New Signs: \$250.00 plus \$3.50 per sq ft (DOUBLE if two-sided)*****

Verbiage change only (no dimensional alterations): \$3.50 per square foot

Retroactive sign permit (in addition to fees above): \$250.00

For work commenced or completed prior to application for a sign permit

TAX GRID NO.: _____ ZONING DISTRICT: _____

LOCATION (Street & Number): _____

Name & Address of PROPERTY OWNER: _____

Name & Address of SIGN OWNER: _____

Name & Address of LICENSED SIGN INSTALLER: _____

SIGN INFORMATION: (Check all that apply)

SPECIFICATIONS:

| | | | | | | | |
|---------------|-------|----------------|-------|----------|-------|----------------|-------|
| Free Standing | _____ | Single-Faced | _____ | Masonite | _____ | Shielded Bulb | _____ |
| Wall | _____ | Double-Faced | _____ | Wood | _____ | Spot-Lighted | _____ |
| Easel | _____ | Permanent | _____ | Metal | _____ | Florescent | _____ |
| Stationary | _____ | Temporary | _____ | Plastic | _____ | Neon (outside) | _____ |
| Hanging | _____ | Non-Flashing | _____ | Painted | _____ | Neon (inside) | _____ |
| Swinging | _____ | Non-Revolution | _____ | A-Frame | _____ | Illuminated | _____ |

MEASUREMENTS:

SETBACKS from property line(s): _____ TOTAL HEIGHT above ground: _____

LENGTH: _____ WIDTH: _____ DEPTH: _____

AREA (Square Feet): _____ X \$3.50 _____ **(DOUBLE AMOUNT if two-sided)**

SIGN DESIGN: 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).

SIGN LOCATION: All applications must be accompanied by a plan, drawn to scale, showing the following:

FOR FREESTANDING SIGNS: Position of the sign in relation to adjacent buildings, structures, Roads, driveways, property lines, other signs, lighting fixtures, walls and fences.

FOR AWNING, WINDOW, WALL or PROJECTING SIGNS: location of the awning, window, Wall or building (as appropriate); projection from building, if relevant; proposed sign's position in relation to adjacent signs and lighting fixtures.

*******ABOVE INFORMATION MUST ACCOMPANY APPLICATION.**

Does another sign have to be removed? _____. Will sign interfere with others? _____ . If so, where? _____ .

APPLICANT CERTIFIES THAT LIABILITY INSURANCE WILL BE CARRIED COVERING BOTH ERECTION AND MAINTENANCE OF SIGN AND THAT ALL REQUIREMENTS OF ORDINANCE ARE COMPLIED WITH IN ITS ERECTION.

SIGNATURE OF APPLICANT: X _____ (may be Agent, Contractor, Owner or Attorney)

TELEPHONE NUMBER(S): _____

SIGN FEE: \$ _____ (See fees above) PAID ON: _____
CHECK # _____ RECEIPT # _____

If signs are self-illuminated, furnish Underwriters' Certificate for method of mounting.

Building source of illumination must show final electrical certificate from Town-approved Electrical Inspectors.

I HEREBY CONSENT TO THE ERECTION OF THE SIGN

DESCRIBED ABOVE: X _____

Owner's Signature

ZONING ADMINISTRATOR APPROVAL / Date

TOWN OF WAPPINGER

ZONING ADMINISTRATOR
Barbara Roberti X128



SUPERVISOR
Joseph D Cavaccini

CODE ENFORCEMENT
Susan Dao X126
Daniel Franks x130

TOWN COUNCIL
William H Beale
Angela Bettina
Chris Phillips
Al Casella

FIRE INSPECTOR
Howard Pregar x127

ZONING DEPARTMENT
20 MIDDLEBUSH ROAD
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(845) 297-1373
FAX: (845) 297-0579

OWNER CONSENT FORM

TO BE FILED WHEN THE APPLICANT IS NOT THE BUILDING, SITE OR PROPERTY OWNER

BUILDING PERMIT # _____ APPLICATION # _____

SITE LOCATION: _____

GRID: # _____

Name of APPLICANT: _____
(Person PHYSICALLY coming in to apply) (IF other than the Owner)

~ CERTIFICATION ~

NOTICE TO APPLICANTS: 240-109 Certificate of Occupancy

It shall be unlawful for a building owner to use or permit the use of any building or premises or part thereof hereafter created, erected, changed, converted or enlarged, wholly or partly, in its use or structure until a Certificate of Occupancy shall have been issued by the Building Inspector and the Zoning Administrator.

FAILURE TO COMPLY MAY RESULT IN COURT PROCEEDINGS.

I, _____, owner of the land/site/building hereby give my permission for the Town of Wappinger to approve or deny the above application in accordance with local and state codes and ordinances.

Date

Owner's Signature

Owner's Telephone Number

Print Name

Print Owner's Address

FOR OFFICE USE ONLY

Code Enforcement Official: _____

Town Board Approved Electrical Inspection Agencies

| Name: | Telephone # |
|---|------------------------------|
| Middle Department Insp. Agency, Inc. | |
| Pete Jennings Jr. | (518) 610-8133 |
| New York Electrical Inspectors | |
| Greg Murad | (845)586-2430/(888) 693-4693 |
| Tom Le Jeune | (845)373-7308 |
| New York Board | |
| Pat Decina | (845)298-6792 |
| Commonwealth Electrical Insp. Services | |
| Keith Sutton | (845) 527-8821 |
| Ron Henry | (845)562-8429/845-541-1871 |
| All County Electrical Insp. Services, Inc. | |
| Dave Scism | (845)757-5916 |
| Electrical Underwriters of NY, LLC | |
| Ernest C Bello Jr. | (845) 569-1759 |
| The Inspector, LLC | (518) 497-9918 |
| Z3 Consultant, Inc. | |
| Gary Beck/ James Greaves | (845) 471-9370 |
| NY Electrical Insp. & Consult, LLC | |
| John Wierl | (845) 551-8466 |
| Swanson Consulting, Inc. | |
| J.O. Swanson | (845)496-4443 |
| State Wide Inspection Services | |
| Frank J. Farina | (845) 202-7224 |
| New York Certified Electrical Inspectors | |
| Jerry Caliendo | (845) 294-7695 |
| John Metsger | |
| SAS Electrical Inspection | |
| Yuri Badovich | (845) 801-2172 |

**These are 3rd party inspectors and they charge their own fees.
Permit holder is responsible for the cost of these inspections***

- M. The hours of sales operations shall be limited to 9:00 a.m. to 6:00 p.m. daily, unless otherwise approved by the Town Board.
- N. Violations of the Zoning Law or other provisions of the Town Code may result in the revocation of the certificate of occupancy for and the immediate removal of any construction or sales trailer.

§ 240-28. Satellite dish antennas.

The use of satellite receiving antennas shall be allowed in all districts within the Town of Wappinger, subject to the following requirements:

- A. There shall not be more than one such antenna allowed on any lot or building, whichever is more restrictive, except that more than one antenna on any lot or building may be permitted by the Planning Board where, at the Board's discretion, it deems more than one antenna is warranted for reasons including but not limited to compliance with the Federal Communications Commission regulations. More than one antenna per lot or building shall be subject to site plan approval by the Planning Board.
- B. Such antenna shall be properly mounted, anchored and grounded as determined by the Building Inspector.
- C. The construction and installation of such antennas shall conform to all applicable building codes and other regulations and requirements.
- D. Subject to the provisions contained herein, such antenna shall be located only in the rear yard of any lot. If a usable signal cannot be obtained in the rear yard, the antenna may be located in the side yard of the property subject to the requirements contained in this chapter.
- E. Such antenna shall be designed and located to minimize visual impact on adjacent property and roadways. The color and construction of the antenna shall be compatible with its surroundings.
- F. A landscaped evergreen planting screen or fence shall be provided for any ground-mounted antenna to screen it from view of adjacent lots and public view.
- G. Such antenna shall not be more than 12 feet in diameter and the uppermost part of any such ground-mounted antenna shall not exceed 13 feet above grade level.
- H. Wiring between a ground-mounted antenna and a receiver shall be placed beneath the surface of the ground.
- I. Any satellite receiving antenna greater than three feet in diameter shall be considered a structure, as defined herein, and shall require a building permit issued by the Building Inspector.

§ 240-29. Signs.

- A. Application.

- (1) Application for permit shall be made, in writing, upon sign permit forms prescribed by the Town's Zoning Administrator.
 - (2) Applicant shall furnish a detailed drawing or blueprint showing description of the construction details of the sign and showing the lettering and other advertising matter on the sign; sign colors; sign height; sign area, type and position of lighting; a location plan showing the position of all signs in relation to buildings and to any street, highway or sidewalk, including the location of any sign or signs on any structure.
 - (3) Written consent of the owner of the building, structure or land, or an authorized representative, on which the sign is to be erected, in the event that the applicant is not the owner.
- B. Conformity required. No sign shall be erected, constructed, displayed, maintained, moved, reconstructed, extended, enlarged or altered without a permit issued by the Zoning Administrator and, except for those signs permitted in Subsection D(1) and (2) below, unless all such signs conform with the following requirements and the specifications of a site development plan approved by the Planning Board. In acting on a site development plan, the Planning Board may authorize variation from these standards upon demonstration of good cause and in the interest of good design.
- C. Relationship to a permitted use. All signs must pertain to a use conducted on the same property on which they are located.
- D. Signs in residence districts. The following signs shall be permitted in residence districts:
- (1) Residence sign size and location. One identification sign stating the name and address of resident, property or permitted accessory use, not exceeding two square feet in area, may be attached to mailbox or supporting pole. If freestanding, the sign shall be no closer than five feet to the edge of the paved road or sidewalk, where it exists.
 - (2) Special sign size and location. One "for sale" or one "to let" sign not exceeding six square feet in area and shall be no closer than 10 feet to the edge of the road pavement or sidewalk, where it exists.
 - (3) Special permit use signs. Identification signs for nonresidential uses permitted within residential districts subject to special permit approval shall be permitted subject to the special standards established for such uses or, if specific sign regulations do not exist, subject to the regulations for residence signs in Subsection D(1) above and the satisfaction of the Planning Board.
- E. Sign regulations in residence districts.
- (1) Illumination. No sign shall be illuminated in a residential district except as granted by special use permit by the Planning Board and then only during business hours.
 - (2) Animation. No sign shall be mechanically animated, such as moving, rotating or revolving.

F. Signs in nonresidence districts. The following signs shall be permitted in nonresidence districts:

- (1) Signs affixed to structures. Not more than one sign per retail or business outlet, affixed and parallel to the outer wall of the structure, facing upon either a principal street or upon the parking lot pertinent to such structure, except that buildings on a corner lot may have a sign on two facades, one sign facing each street, provided that:
 - (a) No sign shall project above the roof or beyond the side walls of the structure pertinent to the permitted use.
 - (b) No sign shall face an abutting residential zoning district.
 - (c) The length of such sign shall not exceed 80% of the building length.
 - (d) The aggregate area of such sign shall not exceed two square feet for each linear foot of building length or 100 square feet, whichever is less. On buildings having signs on two sides, the sign area on the side facade shall not exceed 1/2 the allowable sign area on the front facade or 50 square feet, whichever is less.
 - (e) Buildings wholly devoted to professional or office uses shall have not more than one building identification sign of an area suitably related to the size of the building but not greater than 25 square feet except where, in accordance with § 240-29B above, the Planning Board may allow the area of such sign to be increased to a maximum of 35 square feet.
- (2) Permanently mounted freestanding signs. [Amended 4-27-2015 by L.L. No. 1-2015]
 - (a) Not more than one freestanding sign, mounted in such manner as to constitute a permanent fixed installation, no taller than 10 feet, composed of no more than two back-to-back faces, along each street on which the lot abuts, shall be allowed, provided that the aggregate area of each such sign shall not exceed two square feet for each linear foot of building length facing the street or 25 square feet, whichever is smaller. A freestanding sign shall be located on private property and shall not be located closer than 25 feet to any side or rear lot line, and not closer than 15 feet to the edge of pavement of any roadway. Notwithstanding the above, the Planning Board may allow a freestanding sign in the right-of-way of a state or county road with the permission of the owner of the road, but in no case closer than 15 feet to the edge of pavement of the roadway. In no case shall a freestanding sign be located in a manner which adversely affects sight distance for vehicles.
 - (b) One additional sign, of an equal or lesser dimension, shall be allowed in the case of commercial development consisting of two or more structures separated by at least 25 feet and located more than 125 feet from the front lot line. Said signs shall be coordinated with respect to construction and appearance to function as a single sign.

- (3) Window signs. Signs affixed to or placed so as to be visible through a glass surface shall not exceed 20% of the total glass area.
 - (4) Canopy signs. One hanging canopy sign shall be permitted per retail or business outlet. The sign area shall not exceed two square feet on each side and shall be placed under the canopy to identify the business entrance. The sign shall be hung perpendicular to the front of the building and shall not extend beyond the outer edge of the canopy.
 - (5) Temporary signs. Temporary signs, portable or fixed, are not allowed except to identify an area of construction or property for sale or rent on such property. Such signs shall not exceed six square feet in area, with not more than one for each street frontage of the lot. Such signs shall not exceed a duration of six months and shall not be located closer than 25 feet to any front, side or rear lot line.
 - (6) Illumination. One permitted freestanding sign and one permitted building-mounted sign may be illuminated, during business hours only, provided that such illumination shall not be twinkling, flashing, intermittent or of changing degrees of intensity, except for time/temperature signs, and provided that the source of such illumination shall not be visible beyond the boundaries of the lot on which it is located. [Amended 4-27-2015 by L.L. No. 1-2015]
 - (7) Animation. No sign shall be mechanically animated, such as moving, rotating or revolving.
 - (8) Visibility. No sign shall be located so as to obstruct any signs displayed by public authority, nor shall any sign be placed in such a way as to obstruct proper sight distance or otherwise interfere with pedestrian or vehicular traffic.
 - (9) Location. No sign other than approved directional signage shall be located in any roadway, parking area or right-of-way.
 - (10) Contents and/or design. The contents of any sign and/or height of its lettering shall be designed such that it can be easily read by the intended audience (i.e., motorists traveling at highway speeds). The design of the sign shall be such as to complement the site on which it is to be located.
- G. Dated event. Any sign which promotes a dated event, the date of which has passed, shall be removed within three days after the event by the owner of the property where the sign is located or by the promoter of the event. [Added 9-9-2013 by L.L. No. 13-2013]

§ 240-30. Accessory buildings. [Amended 1-23-2012 by L.L. No. 3-2012]

- A. If any accessory building is attached to a main building, including attachment by means of a breezeway or a roofed passageway, it shall comply, in all respects, to the requirements of this chapter applicable to the main building. All other accessory

Accessory Buildings

STATIONS ACC BLDG