

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

ZONING ADMINISTRATOR

Barbara Roberti X128

CODE ENFORCEMENT

Susan Dao X126

Sal Morello, III X142

FIRE INSPECTOR

Mark Liebermann X127



SUPERVISOR

Lori Jiava

TOWN COUNCIL

William Beale
William Ciccarelli
John Fenton
Michael Kuzmicz

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-Revolutioning	_____	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 proposes).

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

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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 Agencies

NAME	ADDRESS	TEL. #
NY ATLANTIC INLAND INC. William Jacox	12 Askert Rd. Rhinebeck, NY 12372	(845) 876-8794
Middle Department Insp. Agency, Inc. Dave Williams	(800) 873-6342 P.O. Box 474 Valatie, NY 12184	(800) 479-4504
New York Electrical Inspectors Greg Murad	HCR #4 Kelly Corners, NY 12455 P.O. Box 384 Amenia, NY 12501	(845) 586-2430 / (888) 693-4693 (845) 373-7308
New York Board Pat Decina	P.O. Box 1558 Wappingers Falls, NY 12590	(845) 298-6792 tel & fax.
Tri-State Insp. Agency, Inc. Lou Ambrosia	P.O. Box 1034 Warwick, NY 10990	(845) 986-6514
Commonwealth Elect. Insp. Svcs. Bill Meyer	94 Long Lane Walikill, NY 12589 2 Mallard Dr. Newburgh, NY 12550	(845) 895-2130 (845) 562-8429 tel. & fax
All County Electrical Insp. Svcs., Inc. Dave Soism	4725 Rt. 9G Red Hook, NY 12571	(845) 757-5916/ fax (845) 757-5688
Electrical Underwriters of NY, LLC Ernest C. Bello, Jr.	P.O. Box 4089 New Windsor, NY 12553	(845) 569-1759/ fax. 757-5688
The Inspector, LLC	7063 State Rt. 374 Chateaugay, NY 12970	(518) 497-9918 / (800) 487-0535
Z3 Consultants, Inc.	P.O. Box 363 LaGrangeville, NY 12540	(845) 471-9370 tel. & fax
NY Electrical Insp. & Consult., LLC John Wierl	93 Beattie Ave. Middletown, NY 10940	(845) 551-8466
Swanson Consulting, Inc. J. O. Swanson	P.O. Box 1361 Salisbury Mills, NY 12577 Northville, NY 12134	(845) 496-4443 / fax (845) 496-5160
State Wide Inspection Services Frank J. Farina	21 Old Main St., Suite 203 Fishkill, NY 12524	Tel. 845-202-7224/fax (914)219-1062

New York Certified Electrical Inspectors
Jerry Caliendo

203 Purgatory Rd.
Campbell Hall, NY 10916

845-294-7695

John Metsger

845-339-2119

- 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.

