



**VILLAGE OF CATSKILL
CODE ENFORCEMENT OFFICE
422 MAIN STREET, CATSKILL, NEW YORK 12414
(518) 943-6564 FAX (518) 943-2508**

Permit No. _____

Date Received _____, 20____

Permit Fee \$ _____

Approved _____, 20____

Disapproved _____, 20____

Signature of Code Enforcement Officer

APPLICATION FOR SIGN PERMIT (NEW SIGN)

Date _____, 20____

- A. This application must be completely filled in by typewriter or in ink and submitted to the Code Enforcement Officer.
- B. Written consent, or a copy of the contract made with the owner of the property upon which the sign is erected, must be attached to this application, if the applicant is not the owner.
- C. Written consent of the owner of the property upon which the sign is erected must be attached to this application, for the Village of Catskill, by way of its agents, to enter the property to effectuate and enforce Article IV Section 4.7 – Signs.
- D. The permit is nontransferable and is only for the original applicant.

***** To submit a complete application, you must also furnish the following documents:**

- If the sign is illuminated, proof of an electrical inspection.
- An elevation and plans drawing to scale of the proposed sign.
- The graphic design, including symbols, letters, materials and colors.
- The visual message, text, copy or content of the sign.

Items B and C outlined above.

Permit fee of \$1.25 per square foot – minimum fee of \$75. payable to Village of Catskill.

APPLICATION IS HEREBY MADE to the Code Enforcement Office for the issuance of a Sign Permit. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Applicant Name printed

Applicant Signature

Address

Phone Number

Applicant is: Sign Owner Agent Property Owner Contractor

Location of Sign: Tax Map # _____ **Address:** _____

Zoning District: _____ **Historic Property:** Yes No

Use of Land: Residential Vacant Commercial _____

Name of Business

Sign To Read: _____

Owner of Sign:

Name: _____ Phone: _____

Address: _____

Owner of Property (if different):

Name: _____ Phone: _____

Address: _____

SIGN SPECIFICATIONS:

Style of Sign:

Free-Standing Portable Wall Mounted Projecting Column

Billboard Other (*describe*) _____

Dimensions of Sign: _____ **Total Square Feet:** _____

Illuminated: No Yes **If illuminated, describe method and position of illumination:**

Please sketch a site plan showing relationship of sign (in feet) to nearby buildings, structures, roadways, and property lines:

Planning Board Use Only:

Action of Planning Board: [] Approve [] Disapprove

Chairman: _____ **Date:** _____

Comments:



BUILDING DEPARTMENT
VILLAGE OF CATSKILL

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CATSKILL, NEW YORK 12414
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FAX (518) 943-2508

FROM THE OFFICE OF:
MICHAEL RAGAINI
N.Y.S. CERTIFIED
CODE ENFORCEMENT OFFICER
BUILDING INSPECTOR

CONSENT OF PROPERTY OWNER

I, _____, am the owner of property located at
PRINTED NAME

STREET ADDRESS

upon which a sign has been erected. I hereby give the Village of Catskill, by way of its agents, my consent to enter above property to effectuate and enforce Article IV Section 4.7 – Signs, of the Code of the Village of Catskill.

SIGNATURE OF PROPERTY OWNER

DATE