

**FOR OFFICE USE ONLY:**

**FEES DUE:** \_\_\_\_\_

**APPROVED** \_\_\_\_\_

**DISAPPROVED** \_\_\_\_\_

**PERMIT ISSUED ON** \_\_\_\_\_

**#** \_\_\_\_\_

**Referred to:** \_\_\_\_\_

**VILLAGE OF TANNERSVILLE**

**Po Box 967, Tannersville, NY 12485**

**Telephone: (518)-589-5850 Fax: (518)-589-5805**

**E -mail: [voffice@hvc.rr.com](mailto:voffice@hvc.rr.com)**

**Website: [www.tannersvilleny.org](http://www.tannersvilleny.org)**

**Sign Permit Application**

Initial Sign Permit Application: \_\_\_\_\_ Annual Renewal \_\_\_\_\_

Temporary Sign/Banner Permit Application \_\_\_\_\_ # of signs \_\_\_\_\_

**\*\*\*TENANTS MUST PROVIDE WRITTEN APPROVAL/CONSENT  
PROPERTY OWNER FOR EACH SIGN\*\*\***

**Tax Map Parcel #(s):** \_\_\_\_\_

**Property Zoning District:** \_\_\_\_\_

**Name of Property Owner** \_\_\_\_\_

**Name of Applicant (If not property Owner)** \_\_\_\_\_

**Property Physical Address:** \_\_\_\_\_

**Mailing Address of Property Owner** \_\_\_\_\_

**Mailing Address of Applicant** \_\_\_\_\_

**DESCRIPTION OF THE BUSINESS CONDUCTED ON PREMISES:** \_\_\_\_\_

**LOCATION ON PREMESIS** \_\_\_\_\_ **WILL/DOES SIGN HAVE LIGHTING** \_\_\_\_\_

**IF YES, PLEASE DESCRIBE TYPE OF LIGHTING & LOCATION** \_\_\_\_\_

**Please include the following with your applications or it may be returned incomplete.**

\_\_\_\_\_ A sketch, drawing to scale, showing the real property and adjoining properties and roadways, including location of buildings and the proposed sign location. **Renewal applications may submit a color photograph.**

\_\_\_\_\_ A sketch, to scale, of the sign including the description of the contents of the sign including drawings and words; indicate how the sign will be illuminated (if applicable), what materials the sign will be made of, including the supporting structure. **Renewal applications may submit a color photograph.**

\_\_\_\_\_ **A payment of \$50 payable to the Village of Tannersville for each initial permit or \$25 for each renewal.** Please note that in the event the sign is not permitted portion of fees will be refunded and \$15 (each) will be retained for administrative expenses.

**\*\*\*All signs are subject to approval from the Village of Tannersville Board.\*\*\***

**\*\*\*Please note that all signs permits on NYS Route 23A are subject to the approval of New York State Department of Transportation in addition to the Tannersville Village Board.\*\*\***

**The undersigned does hereby apply to the Village of Tannersville for a sign permit permitting the construction, erection, and maintenance of a sign as described above.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**