

TOWN OF WILLSBORO, NY

SIGN PERMIT APPLICATION

Property Tax Map #: _____ Permit #: _____

Applicant's Name: _____ Phone: (____) _____

Address: _____ Town: _____ State: _____ Zip: _____

Project site: _____ Town: _____ State: _____ Zip: _____

Zoning District: _____ Is the project in compliance with the Town of Willsboro Zoning Ordinance? _____

Does the project require an off-premise sign permit from the Dept. of Environmental Con? _____ APA? _____

Please provide the following information:

- ___ Plot plan showing: 1) location of the sign
2) distance from buildings, roads, utility poles, property lines
3) existing signs/sizes & dimensions, etc.)

- ___ Drawing of the proposed sign including:
- 1) dimensions
 - 2) area in square feet
 - 3) structural supports/brackets
 - 4) height (from ground to top/bottom)
 - 5) text/lettering
 - 6) colors
 - 7) lighting/illumination (interior/exterior, neon, flashing, etc.)

Plans are: _____ attached/enclosed _____ shipped separately _____ not supplied. Plot plan attached: _____

Estimated cost of project: _____ Has any work on the project been started or completed? _____

Application Certification: I hereby certify that I have read the instructions and examined the same to be true and correct. All provisions of laws and ordinances covering this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or land use or the performance of construction.

Signature of Applicant/
Authorized Agent _____ Date _____

Notes: _____

Required fee: \$ _____ cash: _____ check #: _____ Make checks payable to: **Town of Willsboro**

Date Received: _____ Reviewed by CEO: _____ Approved by Planning Board: _____