



TOWN OF HARRIETSTOWN

39 MAIN STREET
SARANAC LAKE NY 12983

SIGN PERMIT APPLICATION

A sketch showing size, lettering and pictorial matter of sign **MUST** accompany this application (or can be drawn on the back of this application)

Date: _____

Name of Applicant: _____

Phone: _____ Email: _____

Applicant Address: _____

Name of Property Owner: _____

Phone: _____ Email: _____

Property Owner Address: _____

- Location of Building, Structure or Lot: _____
- Position of Sign in relation to nearby building or structures: _____
- Size of Sign: Height above sidewalk or public thoroughfare: _____
Setback distance from sidewalk, curb, or curb line: _____
- Name of person or firm erecting the sign: _____
- Cost of Sign (materials & labor): \$ _____
- Type of Sign: New Remodel Illuminated non-Illuminated
 Other: _____

As owner of the building, structure, or land to which this permit application applies, I agree to save the Town of Harrietstown harmless from any and all damages, judgements, cost, or expenses which said town man incur or suffer by reason of the granting of this permit. Liability bond or policy is permitted to cover this sections

Signature of Owner

I herby certify that the above information is correct and that I will adhere to all phases of the New York State Building Construction Code and the Zoning and Sign Ordinance of the Town of Harrietstown

Signature of Applicant Owner

Approved

Not Approved

Code Enforcement Officer

Date

Fee \$ _____ Date: _____ Receipt Number _____ Permit # S- _____

ALL APPLICABLE FEES ARE NON-REFUNDABLE

NOTE: The permit is valid for six months from the approval date. State Registration is required on all signs erected on State Highways.

HARRIETSTOWN CODE

106-21

§ 106-21. Signs. No sign shall be erected, altered, relocated, or maintained in any zoning district within the Town of Harrietstown, except in accordance with the provisions stated herein

A. General standards. Any sign or use of signs, whether temporary, permitted or directions, shall conform to the following general standards:

- (1) Any sign or use of signs not specifically allowed by provision of these regulations is prohibited, including but not limited to billboards, multiple-faced signs and moveable or portable signs.
- (2) No sign shall be located in such a way as to interfere with driver vision of other traffic.
- (3) Any illuminated sign or lighting devices shall employ only lights emitting a light of constant intensity, and no sign shall be illuminated by or contain flashing, intermittent, rotating or moving light or lights. In no event shall an illuminated sign or lighting device be so placed or directed so as to permit the beams and illumination therefrom to be directed or beamed upon a public street, highway, sidewalk, or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or nuisance.
- (4) No projecting sign shall be erected or maintained from the front or face of a building a distance of more than twelve (12) inches, except as otherwise provided herein, such as those projecting from the face of a theater or motel marquee, as discussed in 106-15 of this chapter. Any projecting or freestanding sign which projects into or above any pedestrian right-of-way or sidewalk shall have clearance of not less than eight (8) feet above the sidewalk or surrounding ground level. No projecting or freestanding sign shall be permitted to project into or above any public driveway or thoroughfare for vehicular travel.
- (5) No sign shall be placed on the roof of any building.
- (6) No sign or part thereof shall contain or consist of banners, posters, pennants, ribbons, streamers, spinners, or other similar moving, fluttering or revolving devices. Included in this prohibition are signs which are mechanically animated, such as moving, rotating, or revolving signs. Said devices, as well as strings of lights, shall not be used for the purposes of advertising or attracting attention when not part of a sign.
- (7) All signs shall be constructed of wood, metal or other durable material approved by the Building Inspector. All signs shall be constructed so as to withstand reasonable wind and weather and so as not to be detrimental or hazardous to the public health, safety and welfare and must be kept clean, neatly painted and in such a state or repair so as not to be detrimental or hazardous to the public health safety and welfare. The Building Inspector shall issue notice to owners of signs in violation of this provision, which said owners shall be permitted ten (10) days within which to make all necessary repairs to or remove all signs in violation.
- (8) With the exception of event signs and off-site directional signs discussed in Subsections B and D herein, respectively, all signs shall convey subject matter related exclusively to

the premises on which the sign is located or to products, accommodations, or activities on those premises.

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- B. Permitted signs in all districts. The following permanent signs are permitted in any zoning district without application fee and issuance by the Building Inspector of a sign permit or payment of a permit fee:
- (1) A single freestanding, projecting or wall sign denoting the name and address of the occupant of a

single-family premises.
 - (2) A single freestanding, projecting or wall sign denoting the name and-or address of the occupants of the single-family premises on which the sign is located, such sign does not exceed two (2) square feet in area.
 - (3) For permitted home occupations, a single sign not exceeding four (4) square feet in total surface area and identifying the occupation conducted on premises. Such sign shall be limited to six (6) feet in height, unless attached to the principal structure, and shall not be located closer than ten (10) feet to the front line nor twenty (20) feet to any other property line.
 - (4) For each boarding- or rooming house or multifamily dwelling, a single freestanding, wall, or borderless sign not exceeding eight (8) square feet in area.
 - (5) A single construction sign, unlighted and limited to twenty-four (24) square feet in surface area, displayed on private property and limited to one (1) such event sign per each premises, announcing a campaign, drive, or event of a political, civic, philanthropic, educational, or religious organization, to be removed within a period of five (5) days after the event.
- C. Permitted signs in certain districts. Upon application and payment of the required sign permit fee in accordance with a schedule established and reviewed annually by the Town Board and issuance of a sign permit by the Building Inspector, the following signs shall be permitted in accordance with the identified standards related to number, size and location:
- (1) For nonresidential uses within the R-1, R-2 and R-3 Districts, a single, freestanding wall sign not exceeding twenty-four (24) square feet in total surface area, except as otherwise stated by this chapter, and identifying only the name of the establishment and its principal service or purpose. If freestanding, such sign shall not exceed fifteen (15) feet in height above finished grade and shall be located no closer than fifteen (15) feet to any property line.
 - (2) For nonresidential uses within the B-1, B-2, B-3 and I-I Districts, a single freestanding or wall sign not exceeding forty-eight (48) square feet in total surface area and identifying only the name of the establishment and its principal service or purpose. If freestanding, such sign shall not exceed fifteen (15) feet in height above finished grade and shall be located no closer than fifteen (15) feet to any property line.
 - (3) Where two (2) or more nonresidential uses are located on a single site in a B-1, B-2, B-3 or I-I District, such as a retail shopping center or light industrial park development, both

a single freestanding sign not exceeding one hundred (100) square feet in total sign area or forth-eight (48) square feet, plus eight (8) square feet per industrial or business use within the center or development, whichever shall be less, and identifying only the name of the center or

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development and the business located therein shall be permitted. In square feet for each industrial or business use shall be permitted.

- D. Off-site directional signs. Businesses and public destinations relating to but isolated from primary routes or travel shall be permitted a maximum of two (2) directional signs as a special permit use subject to the provisions of Article VII of this chapter, the issuance of a sign permit and the following additional requirements.
- (1) In locations with more than one (1) directional sign, all such signs shall be affixed to a common standard and be graphically coordinated and arranged so as to present a neat and orderly appearance. Any such standard shall be designed to accommodate the later addition of further directional signs.
 - (2) No directional sign shall be more than four (4) square feet in area. In areas with more than one (1) directional sign, the aggregate area of all such signs shall not exceed sixteen (16) square feet.
 - (3) Any such directional sign shall conform to the standards for material and color established by the New York State Department of Environmental Conservation and the Adirondack Park Agency to ensure maintenance of the natural beauty of the Adirondack Park.
- E. On-site directional signs. During site plan review, as governed by Article VIII of this chapter, the Planning Board may review and recommend that sign permits be granted for the erection of on-site directional signs, provided that the individual signs do not exceed two (2) square feet in area and are limited to text such as "Office," "Entrance" or "Exit." Permits will only be granted if the applicant can clearly demonstrate that such directional sign or signs are set back not less than five (5) feet from either the public right-of-way or any property boundary.