



SIGN PERMIT APPLICATION

Village of South Glens Falls

P.O. Box 1210 • 46 Saratoga Avenue • South Glens Falls, N.Y. 12803
518-793-1455 • www.SGFNY.com • Fax 518-793-3063

PERMIT NUMBER: _____

DATE: _____

EXPIRES: _____

1. ADDRESS OF PROPOSED SIGN: _____

2. APPLICANT:

NAME: _____

ADDRESS: _____

PHONE: _____

3. APPLICANT AGENT FOR:

NAME: _____

ADDRESS: _____

PHONE: _____

4. SIGN LOCATION: _____

5. SIGN OWNER:

NAME: _____

ADDRESS: _____

PHONE: _____

6. THIS APPLICATION IS FOR A: _____ NEW SIGN _____ MODIFICATION TO EXISTING SIGN

7A. TYPE OF SIGN _____ FREESTANDING _____ SQ. FT. _____ HEIGHT _____ FT. YD. _____ SIDE YD. _____ R. YD.
YOU ARE _____ WALL _____ SQ. FT. _____ HEIGHT

APPLYING FOR: _____ OTHER _____ SQ. FT. _____ HEIGHT _____ FT. YD. _____ SIDE YD. _____ R. YD.

B. ALLOWABLE AREA (SQ. FT.) OF SIGN PER SIGN ORDINANCE: _____ SQ. FT.

9. PROPOSED SIGN MESSAGE: _____

10. IDENTIFY LOCATION AND TYPE OF EXISTING

SIGNS: _____

SIGNATURE OF APPLICANT: _____ DATE: _____

FOR OFFICE USE ONLY

Building Department Application Review:

Sign Plans & Plot Plans Received by: _____ On _____

Application Fee Received by: _____ (Cash) (Check) on _____

Building Department Comments:

ZBA COMMENTS: () not necessary because _____ By _____

() necessary; sent to ZBA by _____ On _____ Date returned to Bldg. Dept _____

CONSTRUCTION OF SIGN AUTHORIZED

CONSTRUCTION OF SIGN NOT AUTHORIZED

Permit Number: _____ Reason Denied: _____

Sq. Footage Authorized: _____ Height: _____

Setbacks Authorized: ___ Ft. Yd. ___ Side Yd. ___ R. Yd.

Conditions: _____

Date: _____ By: _____

Date Applicant Notified of Disapproval: _____

SIGN AS CONSTRUCTED: APPROVED

Footing Inspection by: _____ Of Building Dept. On _____

Final Inspection by: _____ Of Building Dept. On _____

_____ Photo Received _____ Electrical inspection by NYBFU completed _____ On _____

_____ Certification of Sign designer, applicant, or owner that sign has been constructed according to the approved

Plans received by: _____ On _____

Setback: Ft. Yd. _____ Sd. Yd. _____ R.Yd. _____ Sign Square Footage _____ Sign Height _____

Applicant Given Copy of Final Approval: _____ On _____

Inspector