

TOWN OF AMSTERDAM
SIGN PERMIT APPLICATION AND INSTRUCTIONS

Please complete the attached sign application and return together with supporting documentation and application fee for processing.

Permit Fees as follows:

TEMPORARY AND POLITICAL SIGNS:

\$5.00 per month plus a \$25.00 refundable deposit (nine or less)

\$5.00 per month plus a \$50.00 refundable deposit (ten or more signs)

**Deposit is returned upon removal of signs.

**Temporary and Political Signs valid for thirty days

PERMANENT SIGNS: \$25.00

All signs must comply with Section 22 of the Town of Amsterdam Zoning Ordinance.

Detailed description of the construction and drawing must accompany application,

VARIANCE APPLICATION: \$75.00

Please note: To apply for a variance, you must first apply for a sign permit. If the sign permit is denied, your application will be referred to our Zoning Board of Appeals for consideration. Please note that the Zoning Board of Appeals meets on the second Wednesday of each month.

Submit Application to:

Town of Amsterdam
Attention: Zoning Department
283 Manny's Corners Road
Amsterdam, NY 12010

Any questions, please contact Grant Egelston, Zoning Officer at 518-842-7961, Ext. 108.



288 Manny's Corners Road
Amsterdam, New York 12010

Telephone (518) 842-7961
Fax No. (518) 843-6136

SIGN PERMIT APPLICATION

APPLICATION DATE: ___/___/___ ZONE: ___ FEE DUE WITH APPLICATION: ___

APPLICATION #. ___ SBL #: ___ ESCROW PAID: ___

NAME: _____

ADDRESS OF OWNER: _____

ADDRESS OF SIGN INSTALLATION: _____

CHECK ALL APPROPRIATE ITEMS AND FILL IN ALL BLANKS THAT APPLY:

TYPE: TEMPORARY ___ PERMANENT ___ NEW ___ REPLACEMENT ___

PURPOSE: BUSINESS ___ POLITICAL ___ OTHER: _____

IF OTHER STATE PURPOSE: _____

IF POLITICAL, STATE: QUANTITY ___ SIZE: _____ [SQUARE FOOT EACH] .

CONSTRUCTION: FREE STANDING: ___ WALL: ___ ROOF: ___

SURFACE AREA: FREE STANDING: BUSINESS - 75 SQ. FT. OR LESS: ___

SHOPPING CENTER - 100 SQ FT OR LESS: ___ OTHER: 50 SQ. FT. OR LESS: ___

WALL OR ROOF: MAXIMUM ALLOWED IS 25% OF WALL AREA FURTHER REGULATED:

WITHIN 100 FOOT OF PROPERTY LINE, TO 30 SQ. FT. OR LESS: _____

OVER 100 FOOT FROM PROPERTY LINE 100 SQ. FT. PLUS 10 SQ. FT. FOR EACH ADDITIONAL

10 FOOT OF SETBACK UP TO A MAXIMUM OF 300 SQ. FT. OR 25% OF WALL: _____

SETBACK: _____ SIGN SURFACE AREA: _____

HEIGHT: R AND B 2 ZONES MAXIMUM 6 FT. ___ B1 AND M1 ZONES MAXIMUM 15 FT. ___

PLANTER TYPE SIGNS MAXIMUM 8 FT. _____

LOCATION: FREE STANDING SIGNS MINIMUM OF 15 FT. FROM ANY PROPERTY LINE: _____

WALL OR ROOF: ON BUILDING - LIMITS SPECIFIED IN SECTION 22 SIGN ORD. _____

ILLUMINATION METHOD: _____

THE UNDERSIGNED AGREES TO COMPLY WITH SECTION 22 OF THE TOWN ZONING ORD.

DESCRIPTION OF CONSTRUCTION AND A DRAWING TO SCALE WITH, SIZE, COLOR, TEXT, AND LOCATION MUST BE ATTACHED OR APPLICATION WILL BE DENIED AND RETURNED AS INCOMPLETE.

SIGNATURE OF OWNER OR AGENT: _____

[] APPROVED [] DENIED EXPLANATION IF ANY: _____

DATE: ___/___/___ EXPIRES: ___/___/___ ZONING/CODE ENFORCEMENT OFFICER