



Village of Colonie

Village Hall, 2 Thunder Road, Colonie, NY 12205
Telephone: (518)869-7562 Fax (518) 464-0389

Building
Department

SIGN PERMIT APPLICATION

APPLICANT NAME _____

APPLICANT ADDRESS _____

APPLICANT PHONE # _____

E-MAIL _____

NAME OF BUILDING OWNER: _____

ADDRESS: _____

SIZE OF SIGN: _____

DESCRIPTION OF CONSTRUCTION: _____

ESTIMATED WEIGHT OF SIGN: _____ LBS.

PROPOSED LOCATION OF SIGN: _____

IF SIGN IS PYLON TYPE OR FREE STANDING ATTACH PLOT PLAN
WITH ACTUAL MEASUREMENTS TO PROPOSED LOCATION
(MEASUREMENTS MAY BE FROM BUILDING OR ROADWAY).

DESCRIPTION OF PROPOSED LIGHTING: _____

NOTE: (IF LIGHTED SIGN, CERTIFICATE OF APPROVAL MUST BE
OBTAINED AFTER CONSTRUCTION BY APPLICANT FROM BOARD
OF ELECTRICAL UNDERWRITERS AND TURNED OVER TO
BUILDING INSPECTOR)

WORDING OR MESSAGE TO BE PLACED ON SIGN: _____

ARE THERE OTHER SIGNS ON THE PREMISE OR BUILDING AT THE PRESENT TIME? (IF YES, DESCRIBE SIZE AND LOCATION AND PERMIT NUMBERS)

WILL EXISTING SIGNS BE REMOVED? YES NO

DATE THEY WILL BE REMOVED BY: _____

CONTRACTOR INFORMATION

CONTRACTOR NAME: _____

CONTRACTOR ADDRESS: _____

CONTRACTOR PHONE #: _____

ATTACH CONTRACTORS CONSTRUCTION DRAWINGS

COST OF SIGN(S): \$ _____

COST OF INSTALLATION: \$ _____

NOTICE TO APPLICANT: APPLICATION WILL BE RETURNED IF ALL QUESTIONS ARE NOT ANSWERED.

APPLICANT SIGNATURE: _____

SUBMITTED DATE: _____

OWNER SIGNATURE: _____

SIGN CONTRACTOR SIGNATURE: _____

Please include Sign Contractor's Insurance information for Liability and Workers Compensation