

**BUILDING DEPARTMENT - VILLAGE OF MINEOLA
SIGN PERMIT APPLICATION**

All information to be printed or typed, black or blue ink only.

- Sign Permit Application completed, with survey.
- A site plan indicating the location of the sign on the building and/or property.
- A detailed color rendering with dimensions of sign, height & width of lettering, how attached or mounted.
- All signatures notarized. **COPIES OR FAXES OF THIS APPLICATION ARE NOT ACCEPTED**
- Insurance Certificate(s) included

Contractors shall submit Workmen's Compensation & Disability Certificates, with General Liability coverage no less than \$2,000,000 aggregate. **THE VILLAGE OF MINEOLA MUST BE CERTIFICATE HOLDER ON ALL INSURANCES AND NAMED ADDITIONALLY INSURED ON LIABILITY INSURANCE ONLY.** If the homeowner is the contractor, the homeowner's Insurance Certificate shall be submitted.

Name & type of business: _____

Street address for sign _____

Section 9, Block _____, Lot _____ Zoning District _____

Name, address and phone of property owner | Name, address and phone of applicant -----



Notarized signature: (sign AND print name) Notarized signature: (sign AND print name)

*

** I certify by my signature that I and the owner of aforesaid property, or that I am the duly authorized agent of the owner with full power to act on his/her/their behalf. The property owner and/or occupants of said premises agree to preserve and save harmless the Incorporated Village of Mineola and employees of the Building Department from any liability and/or damages in any way connected with the erection or maintenance of said sign. I/we agree to remove said sign immediately upon the current business vacating the premises.*

Name, address & phone of Contractor, if any: _____

- New sign or Repainted/re-lettered

Sign type: Wall ___ Ground ___ Pole ___ other _____

Size of sign: _____ Projection _____ Illuminated? _____

= = = = = DO NOT WRITE BELOW THIS LINE = = = = =

_____ VOM ARB	Date Received _____
_____ VOM ZBA	Date Issued _____
_____ Final Approval	Bldg. Inspector _____

PERMIT No _____

NOTE: Permit fee is \$100. Acceptable payment is Cash, Check or Money Order payable to Village of Mineola.
As of 4/30/04

ZONING

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ARTICLE VIII

SIGNS*

§ 30.81 Signs permitted in all districts

The following signs shall be permitted in any use district in accordance with the requirements of this Article:

A. Professional nameplate. In residential districts, professional nameplates indicating the presence of a resident practitioner and bearing the name and profession of the resident, not exceeding two (2) square feet in area or more than one (1) such sign in number and which may be illuminated by an electric lamp not exceeding fifteen (15) watts of power contained within the sign. In non-residential districts, on professional office buildings, only one (1) wall or ground sign containing the names of professional occupants shall be permitted.

B. A building contractor's, subcontractor's, architect's or engineer's sign maintained on a building only while the same is under construction, provided that there is only one (1) such sign for each building contractor, subcontractor, architect or engineer, not exceeding four (4) square feet in area.

C. An institutional identification sign placed upon a building or lot of a church, synagogue, hospital, school or public agency, provided that there is only one (1) such sign, not exceeding thirty-six (36) square feet in area.

D. Temporary signs, posters or displays placed by any governmental agency, church, synagogue or civic organization, provided that such signs are directly related to public, religious, patriotic or civic matters and such signs, posters or displays otherwise comply with the provisions of this Article.

E. Danger signs warning of the condition or danger of travel on a street may be erected and maintained for a temporary period, provided that such signs do not exceed six (6) square feet in area.

F. Any sign authorized in this Article is allowed to contain noncommercial copy in lieu of other copy.

*See Gen Mun L § 74-c as to taking of billboards, etc.

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§ 30.82 "For Sale" signs on residential parcels

"For Sale" signs on residential parcels shall be permitted, but only one (1) such sign on any single premises. The "For Sale" sign shall not exceed two (2) feet in height and two (2) feet in length. The sign shall only be permitted to be placed in the interior portion of any window or door on the premises. In no event shall a "For Sale" sign be permitted to be placed closer to the street than the front line of the primary structure on the premises. [Amd. LL #5, 90, 5/2/90.]

§ 30.83 Signs permitted in nonresidential districts

The following signs shall be permitted only in nonresidential districts in accordance with the requirements of this Article:

A. Wall signs.

Wall signs, attached to and parallel to a building wall facing a public street or parking area and advertising only that business conducted in such building, provided that:

1. There is only one (1) such sign for each wall facing a public street or parking area.
2. A sign on the building wall facing upon a public street shall not exceed three (3) feet in vertical measurement. A sign on the building wall facing upon a parking area shall not exceed three (3) feet in vertical measurement. For buildings measuring forty (40) feet or less in width, any wall sign shall not be wider than two (2) feet less than the width of the building or more than fifteen (15) feet in length. For buildings having a width of greater than forty (40) feet, any wall sign placed thereon shall be no wider than fifteen (15) feet plus an additional one (1) foot for every three (3) feet of wall length in excess of forty (40) feet. [Amd. LL #6, 90, 5/2/90.]
3. The sign or any part thereof, including lighting devices and reflectors, does not project more than one (1) foot from such wall.
4. The sign does not extend higher than the roof of any building or parapet, whichever is higher.
5. Any such sign shall be maintained in a good state of repair, in working order and neatly painted.

6. Notwithstanding the provisions of this subdivision, paragraphs 1 through 5 above, a sign projection not more than one (1) foot from the wall of any building and not more than three (3) square feet in area shall be permitted, provided, that such sign indicates the location on the premises of a public telephone or other public utility facility for the use of the general public.

B. Detached or ground signs.

Detached or ground signs advertising only the business conducted on the premises upon which the sign is located, provided that:

1. There is only one (1) such sign for a building.
2. Such sign shall not exceed thirty (30) square feet in area or fifteen (15) feet in height from the main level of the ground and shall be set back ten (10) feet from the property line.
3. An open space of at least seven (7) feet in height shall be maintained between the bottom of the sign and the ground.
4. The area between the sign and the front property line shall be maintained free of weeds and debris.
5. A low lying ground sign shall be permitted provided that it shall not exceed thirty (30) square feet in area, shall not exceed a height of forty-eight (48) inches above the ground and shall be set back ten (10) feet from the property line.

§ 30.84 Gasoline/diesel service station signs

A. Notwithstanding §§ 30.81 and 30.83 of this Article, the following signs, deemed customary and essential, shall be permitted as accessory to an existing gasoline/diesel service station in any use district:

1. Signs which are an integral part of gasoline pumps.
2. Signs over bays, not to exceed two (2) feet in height, containing the words "lubrication", "washing" or other similar customary words.
3. Signs showing the selling price of gasoline, not to exceed one (1) such sign for each gasoline pump and affixed thereto and measuring not less than seven (7) inches in height, and eight (8)

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inches in width nor more than one hundred (100) square inches area.

4. Temporary signs, not to exceed two (2) in number or ten (10) square feet per sign face.

5. Wall signs in conformance with § 30.83(A).

B. The subject matter of any sign shall relate only to the business occupying the premises.

C. No sign shall be permitted off the subject premises where the business is located.

§ 30.85 Marquees

A marquee sign erected and maintained in connection with a hotel or theater shall be permitted, provided that such sign shall not exceed one hundred (100) inches in height nor be less than ten (10) feet above the main level of ground.

§ 30.86 Prohibited signs

The following signs, to the extent hereinafter indicated, shall be prohibited:

A. No sign shall be painted on the surface of the walls or roofs of any building or structure.

B. No sign shall be constructed of cloth, oilcloth, vinyl cloth, paper or other similar material which is not of durable quality for display outside of any building, except signs permitted under § 30.81(E).

C. No sign which directs attention to a business, service, entertainment or commodity, conducted, sold or offered elsewhere than upon the premises shall be erected or maintained.

D. No sign shall be attached to any tree, fence or utility pole.

E. All signs which direct, emit, radiate or reflect any beam, ray, gleam or glare of light on an abutting residential district shall be extinguished within one-half hour after the close of business and in no event later than 11:00 P.M. The close of business shall be deemed to be that time at which the premises are closed to the general public. Lights within business establishments

may be kept on during the entire night, provided that the total amount of illumination does not exceed twenty (20) footcandles.

F. No sign shall be erected or maintained which might be confused as any traffic sign or which might interfere with the vision or discernment of any traffic sign or which might cause danger to public travel.

G. Except as otherwise permitted in this Article, no sign shall be erected or maintained which extends or projects into any right-of-way.

H. No sign shall be permitted within five hundred (500) feet of the border of any state park or parkway unless the applicant first complies with the appropriate provisions of New York State law.

I. No billboards shall be permitted.

J. No roof signs shall be permitted.

K. No interior window signs, if the same rotates, oscillates or flickers on or off, shall be permitted.

L. All signs shall be designed and constructed so as to promote the public health, safety, and welfare.

M. No external sign or interior window sign shall depict any moving, flashing, rotating, alternating, streaming or otherwise changeable letters or images. [Subd. M. added, LL #7, 2004,8/4/2004.]

§ 30.87 Applications; permits; fees

A. Application.

1. Before any sign permitted by this Article shall be erected or altered, an application in writing shall be signed and filed with the Enforcement Officer by the owner of the property or by his or her agent, duly authorized thereunto, in writing, on a form furnished by the Enforcement Officer, and the requisite fee shall be paid at that time.

2. Before any sign shall be erected, altered, repainted, relettered, relocated, reconstructed, repaired, removed or replaced, an application shall be filed in accordance with this section, which application shall specify the nature and purpose of the proposed sign, its location, the material of which it is or shall be constructed and the place where same is to be erected and the work which is to be done thereon, and such other information

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as shall be required by the Enforcement Officer.

3. Before any sign permitted by this Article shall be erected, altered, repainted, relettered, relocated, reconstructed, repaired, removed, or replaced, a permit must be obtained from the Enforcement Officer.

B. Approval. The Enforcement Officer shall approve the application if there is compliance with this Article whereupon a permit shall be issued.

C. Permit number. Each sign for which a permit is required shall bear the permit number assigned by the Enforcement Officer.

D. Fees. The Board of Trustees shall establish by Resolution a schedule of fees which shall be applicable to the sign classified in this Article and shall be payable upon the filing of the required application or applications and each renewal thereof.

§ 30.88 Nonconforming sign

A. All nonconforming signs in existence on the effective date of the local law from which this Chapter* is derived or any amendment thereto, at the expiration of five (5) years from said date, shall be removed, and/or replaced with a conforming sign.

B. Any existing sign which advertises a business or industrial use not in operation for a period of at least six (6) months shall be removed.

C. Notwithstanding the foregoing, General Municipal Law § 74-c shall supersede any of the above requirements to the extent there is any conflict therewith.

References:

Compensation for early removal of billboards. Gen Mun L § 74-c.
To prohibit non-commercial signs is unconstitutional. Mtr of Nat'l Adv. Co. v Blankfein, 155 AD2d 544; Major Media of the Southeast v City of Raleigh, 792 F2d 1269, cert den 479 US 1102.

*Local Law # 5, 1986, adopted July 25, 1986.