



**DEPARTMENT OF BUILDINGS  
SIGN PERMIT APPLICATION  
REAL ESTATE FOR SALE SIGNS  
TEMPORARY BANNERS**

REAL ESTATE SIGN	
Permit Number	
Permit Issue Date	

**Sign Guidelines:**

For Sale Signs: In residential zoning districts only, sale or rent sign, advertising the sale or rental only of real property on which it is placed, provided that there shall be only one such sign, not to exceed the maximum dimensions of 18 inches by 24 inches in area. Said sign shall be placed parallel to the front of a dwelling within five feet of the front building line and may be placed upon a standard, provided that the top of the sign shall be no higher than 42 inches above grade.

In nonresidential zoning districts only, sale or rent sign, advertising the sale or rental only of real property on which it is placed, provided that there shall be only one such sign, not to exceed nine square feet in area. In no event shall a sale or rent sign be permitted to be placed closer to the street than the front line of the primary structure on the premises. No such sign shall be attached to a standard.

Temporary Banners: All signs of a temporary nature, such as commercial posters, banners, promotional devices and other signs of similar nature, may be granted a temporary permit for a period not to exceed 30 days, provided that such signs are not attached to fences, trees, utility poles or the like, and further provided that such signs are not placed in a position that will obstruct or impair vision or traffic or in any manner create a hazard or disturbance to the health and welfare of the general public.

Note: Architectural Review Board approval is required for any proposed non-conforming signage.

<b>Sign Location Information:</b>		Incomplete applications will not be accepted	
Property Address:			
Section:	Block:	Lot:	Zone:
<b>Sign Description:</b>			
Check One: <input type="checkbox"/> Real Estate For Sale Sign <input type="checkbox"/> Temporary Banner			
<b>Property Owner Information:</b>			
Property Owners Name:			
Mailing Address:		City:	State:                      Zip:
Phone Number:		Email:	
<b>Realtor Information:</b>			
Contact Name:			<input type="checkbox"/> <i>VFP Verified</i>
Company Address:		City:	State:                      Zip:
Phone Number:		Email:	
<b>Applicant Owner Statement &amp; Signature:</b>			
The undersigned affirms that I am the owner of the property described herein, situated, lying and being within the Incorporated Village of Floral Park; that I have read and understand all items as here in stated, recognize that I am responsible for all activities occurring on the property, and that failure to comply with any of the items, notwithstanding any other items defined in the Village Code, may result in the temporary suspension or permanent revocation of the permits issued for construction on the premises in accordance with the Village Code.			
Print Name:		Signature:	Date:
<b>Building Department Use Only:</b>			
Permit Fee:	Receipt:	\$50 – For Sale Sign	
ARB Review	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	Date:	
Permit Review	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	Date:	By:
Inspection	<input type="checkbox"/> Approval <input type="checkbox"/> Denial	Date:	By: