

Incorporated Village of Lawrence

196 Central Ave Lawrence NY 11559

516-239-3987

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Building Department

Awning Application

Dept Use ONLY

Application # _____

Application Date _____

Filing Fee \$ 50.00

Date: _____

Section: _____ Block: _____ Lot: _____

Address: _____ Property Owner: _____

Tel. No.: _____ Email: _____

Mailing Address (if different from above): _____

Size of Awning: Length _____ Width _____ Depth _____ Valance _____

Canvas or Vinyl Color: _____

Size of Lettering: _____ Color of lettering: _____

Business name on awning: _____

Submit for review, a detailed drawing of all measurements, colors and lettering according to regulations.

The following regulations shall apply to all awnings, canopies, and marquees erected within the Business District.

A. All awnings:

- Shall be no higher than the first story of any building used or occupied by a business.
- Shall be constructed of canvas or reinforced vinyl. Supporting frames, arms, brackets and other devices shall be constructed of incombustible and corrosion- and mildew-resistant materials.
- Shall only be of those solid colors of opaque material and matte finish.
- Shall have no illumination under the awning, other than incidental lighting.
- Shall be a maximum of 36 inches in height by 36 inches in depth. The length shall not exceed the length of the store frontage. The bottom of the awning shall be at least seven feet above the sidewalk. If a valance is provided it shall not exceed eight inches.
- Lettering shall be limited to the front valance or, in the absence of a valance, the front lower edge of the awning. Said lettering may only contain the name of the occupant of the premises and the nature of the service or business.
- Letter size is limited to six inches in height, in white, beige or gold letters; the width of the text area not to exceed 60% of the width of the awning. Only one line of text shall be permitted.
- Cut-out letters are not permitted.
- In determining whether to issue a permit, the Building Inspector shall take into account factors, such as excessive similarity, dissimilarity or inappropriateness of design, color, size or placement of the sign, which would adversely affect or be detrimental to the appearance, character, property values, or development of the properties in the vicinity.

B. Canopies and marquees.

- All canopies and marquees shall be of a shape, size, design, location and material approved by the Building Inspector.
- A permit issued by the Building Inspector is required for every canopy and marquee erected within the Business District. In determining whether to issue a permit, the Building Inspector shall take into account factors, such as excessive similarity, dissimilarity or inappropriateness of design, color, size or placement of the sign, which would adversely affect or be detrimental to the appearance, character, property values, or development of the properties in the vicinity.

Contractor: _____

Address: _____

Tel. No.: _____ Town License #: _____

Email: _____ * Copy of Liability, Workers Comp, Disability

State of New York
County of Nassau
Village of Lawrence

Notary Signature & Stamp:

The undersigned (Print Name) _____ being duly sworn, says that the statements contained in this application, together with the plans and specifications submitted, are a true and complete statement of all proposed work to be done on the described premise and that all provisions of the applicable ZONING ORDINANCE, BUILDING ADMINISTRATIVE ORDINANCE, BUILDING CONSTRUCTION CODE AND ANY APPLICABLE FEDERAL, STATE AND COUNTY REQUIREMENTS pertaining to the proposed work shall be complied with, whether specified or not and that such work is authorized by the owner.

Sworn to before me this _____ day of _____ 20 _____

Signature of Owner, Owner's Agent, Architect, Contractor