

## Application for Real Estate Sign Permit

Date: \_\_\_\_\_

1. Name of Applicant: \_\_\_\_\_
2. Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_
3. Applicant's Phone number: \_\_\_\_\_
4. Name and Address of Property Owner where sign is to be placed:  
\_\_\_\_\_  
\_\_\_\_\_

Section: \_\_\_\_\_ Block \_\_\_\_\_ Lot: \_\_\_\_\_. **Real Estate Signs are not permitted in Lattingtown Harbor**

**5. Regulations (according to Village Code, Chapter 315, Article VII, "Signs"):**

- (a) Sign must be rectangular in shape and cannot be larger than one foot high and two feet wide. Each sign must have a white background with black letters or numerals only, and shall be limited to writing that states: "For Sale", together with the word "Realtor" and the telephone number of the party responsible for the sale. **Only one sign per lot is permitted.**
- (b) The sign must be installed on the owner's property; at least 15 feet from any roadway, curb, driveway, or property line and the top of the sign may not be any higher than 6 feet from grade. No additional signs may be attached to said sign. A temporary "Open House" sign may only be attached to the permitted sign for the hours of the open house and no longer than six hours. The temporary Open House sign cannot be larger than 2 feet wide by 6 inches high.
- (c) Permit is effective for a period of 120 days from the date of issuance and may be renewed.
- (d) Filing fee is \$50.00 per sign. Make check payable to the Inc. Village of Lattingtown.
- (e) Please fill out this form in duplicate and submit to the Building Inspector at the Village Hall, 299 Lattingtown Road, Lattingtown, NY or mail to P.O. Box 488, Locust Valley, NY 11560

\_\_\_\_\_  
Applicant's signature

(If application is made by any person other than the recorded owner of the premises, application must have a signed and notarized authorization from owner.)

For Official Use:

Permit # \_\_\_\_\_

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

\_\_\_\_\_  
Village Clerk