



**Important: Please be advised that by submitting the within application to the Town of Islip for the requested purpose, you, as the applicant, acknowledge and agree that a modification or addition may be made to your Certificate of Occupancy/Compliance. No further notice of any resultant modification or addition shall be required.**

TOWN OF ISLIP SIGN PERMIT APPLICATION  
DIVISION OF CODE ENFORCEMENT  
28 NASSAU AVENUE, ISLIP, NY 11751 (631) 224-5475 \_\_\_\_\_ ELEVATION

PROPERTY INFORMATION:

- Suffolk County Tax Map Number: 0500-\_\_\_\_\_(section)-\_\_\_\_\_(block)-\_\_\_\_\_(lot)  
ZONE: \_\_\_\_\_
- Property Address for Proposed Sign: \_\_\_\_\_
- Property Owner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_
- Has consent of Property Owner been Obtained? \_\_\_\_\_
- Applicant's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_
- Sign Erector's Name: \_\_\_\_\_
- Erector's Address: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_
- List and attached copies of property covenants/conditions which affect the design/installation of this sign: e.g. TC #???? \_\_\_\_\_

PROPOSED SIGN INFORMATION:

- List all other signs on the property: \_\_\_\_\_
- Sign Classification: Business , Directional , Directory , Event , Institutional , Home Occupation , Marquee , Place , Public Interest , Fire Island
- Sign Type: Ground Sign  - Wall Sign  - Awning Sign  - Marquee Sign  - Canopy Sign
- On which sign is the street number clearly indicated? \_\_\_\_\_

PROPOSED SIGN SPECIFICATIONS:

- Sign Dimensions: \_\_\_\_\_ ft. (height) x \_\_\_\_\_ ft. (length) = \_\_\_\_\_ ft.<sup>2</sup> (MAX PERMITTED: \_\_\_\_\_ ft.<sup>2</sup>)
- Sign Thickness: \_\_\_\_\_ in. 14a. Color(s): Letters: \_\_\_\_\_ Background: \_\_\_\_\_
- Height from grade to the top of the sign: \_\_\_\_\_ ft. (MAX PERMITTED: \_\_\_\_\_ ft.)
- List the materials that the sign will be made of: \_\_\_\_\_
- Wall Signs Only:** (a) Width of building front: \_\_\_\_\_ ft. (b) Projection from building: \_\_\_\_\_ ft.  
Where a building is located on a CORNER in a BUSINESS or PD DISTRICT—the building elevation facing the second public thoroughfare may, by separate permit approval, have a wall sign with an area half that of the primary permitted sign.
- Ground Signs Only:** (a) Width of Property Street Frontage sign is proposed to face: \_\_\_\_\_ ft. (b) Sign setback from the street property line: \_\_\_\_\_ ft. (attach site plan/survey)  
Note: Ground signs may not be located in the sight triangle – see §68-405.
- Is the sign electrical?  No  Yes – attach Fire Underwriters Certificate  
If yes, is sign:  Internally Lit OR  Externally Lit  
Note where illumination is permitted; such illumination may only be between sundown and 11 PM. Illumination shall be of an even intensity and use below 15 watts per square foot.
- Signs may not face residential uses or zones.

THE FOLLOWING ITEMS ARE REQUIRED TO BE ATTACHED TO THIS APPLICATION:

- Certificate of Occupancy, 2. Covenants/Conditions (if any), 3. Drawings of the proposed sign w/ content, 4. Site Plan/Survey indicating the location of the proposed sign, 5. Building Elevations (wall and awning signs only), 6. Fire Underwriters Certificate (electrical signs only).

FEE FOR PERMIT AND RENEWAL PERMIT: \$2.00 PER SQUARE FOOT WITH A \$30.00 MINIMUM  
Ground Sign: \$2.00 per square foot per face for D/F sign

NOTARIZATION: I attest that the information on this application is true and correct to the best of my knowledge in accordance with Zoning Chapter 68 – Article XXIX, any property covenants or conditions which would affect the design or installation of this sign, and that the proposed work is authorized by the owner.

Signature of:  Applicant  Owner - \_\_\_\_\_  
Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Lic. # \_\_\_\_\_

FOR DEPARTMENT OF CODE ENFORCEMENT USE: 0500-\_\_\_\_\_  
DATE RECEIVED: \_\_\_\_\_ TOTAL SF OF SIGN \_\_\_\_\_ SF FEE: \$ \_\_\_\_\_ DATE OF PERMIT APPROVAL: \_\_\_\_\_  
SIGN:  APPROVED  DISAPPROVED – REASON: \_\_\_\_\_ INSPECTED BY: \_\_\_\_\_

ZONING

68 Attachment 1

Town of Islip

Schedule of Sign Regulations (§ 68-398)  
[Amended 6-7-1983; 1-17-1984; 10-6-1992; 4-5-2005]

Permitted Signs	District(s) <sup>f</sup> in Which Permitted	Maximum Area for Each Type of Sign in Square Feet			Maximum Height in Feet		Illumination	Time Limit
		Ground <sup>a</sup>	Facial <sup>b</sup>	Window	Ground	Facial <sup>b,c</sup>		
Address	All	1	1	1	5	10	IND	N.R.
Public interest	All res.	2	2	2	5	10	IND	N.R.
	All other	3	3	4	5	10	D	N.R.
Home occupation	All	2	2	2	5	10	D	N.R.
Place	All	16			8		D	N.R.
Institutional	Res.	12	12		8	10	D	N.R.
	All other	16	16		10	12	D	N.R.
Real estate	Res.	6		4	5			To completed transaction
	All other	12	24	8	10	12		
Contractor	Res.	12		8	5			Permit to c/occupancy
	All other	24		8	10			
Office	Res.	4		4	5		D	Until content of sign is changed
	Gen. serv.	12	24	4	10	10	D	
	All other	24	32	4	10	18	D	
Business	Res.	12	12	4	8	10	D	
	Gen. serv.	12	12	50% of window	10	12	D	
	BD <sup>d</sup> & DDD <sup>d</sup>		2/WS <sup>e</sup>			12	D	
	B1 <sup>d</sup> & B2 & B3	48 <sup>e</sup>	2/WS <sup>e</sup>		15 <sup>g</sup>	18	D	
IND 1 & 2	20 <sup>e</sup>	1/WS <sup>e</sup>	15 <sup>g</sup>		18	D		
Industrial	B1-B3	12 <sup>e</sup>	1/WS <sup>e</sup>		15 <sup>g</sup>	18	D	
	IND 1 & 2	32 <sup>e</sup>	1/WS <sup>e</sup>		15 <sup>g</sup>	18	D	
Marquee (P.D.)	BD-B3	50	3/WS		15 <sup>g</sup>	18	D	
Directory (P.D.) if 5 or more establishments	Gen. serv.	24 <sup>e</sup>			10		D	As determined by the Planning Director (P.D.)
	B1-83	64 <sup>e</sup>			12 <sup>g</sup>		D	
	IND 1 & 2	32 <sup>e</sup>			12 <sup>g</sup>		D	
General service E	GSE only	32 <sup>e</sup>	2/WS		8 <sup>e</sup>	P.D.	D	
Directional (P.D.)	GSE	12 <sup>e</sup>			5		IND	
Special events	All	32	1/WS	25%	12	18		30 days
Gasoline price	All	6			12		D	N.R.
Corporate lawn	ICD, IBD	32	0.25/WS		8	18	D	N.R.

No permit required but must comply with all requirements.

Not permitted.

N.R. Nor regulated.

WS Width of storefront. (For quantity see § 68-397B.)

IND Only indirect illumination is permitted. (See § 68-400A.)

D Both indirect and direct illumination are permitted. (See § 68-400A.)

P.D. Planning Director's approval required.

NOTES:

<sup>a</sup> Only one ground sign is permitted per parcel, which may not exceed 10 square feet, plus one square foot in sign area for every 10 linear feet of lot frontage [on one street] or the area listed in the table, whichever is smaller. *One additional directional sign, as limited herein, may be permitted for traffic safety purposes on business, general service or industrial parcels after review and approval of the Planning Director and Traffic Safety.* Setback of ground sign must equal height of sign from all property lines, up to the maximum permitted above. For one-foot setback, see § 68-397A(5).

<sup>b</sup> Only one facial sign is permitted per building in all districts except business districts. [See § 68-397B(2) for requirements.]

<sup>c</sup> Facial signs may not be higher than any part of actual roof except at gables.

<sup>d</sup> Awning signs are also permitted. (See § 68-397D.)

<sup>e</sup> The maximum area may be increased if a sign conforms to bonus criteria in § 68-399.

<sup>f</sup> Signs on Fire Island are not included. (See § 68-4000B.)

<sup>g</sup> Signs along Sunrise Highway and along the expressway service road may be 18 feet high.