Village of Bronxville – Building Department

200 Pondfield Road, Bronxville, NY 10708
Telephone: (914) 337-7338 Fax: (914) 337-2683

Application for Awning Permit

FILING FEE: $100.00 **PERMIT FEE:** $100.00

Awning Location Information:

Building No. & Street Name: _____ Store Name: _____

Store Owner's Name: _____ Telephone No.: _____

Building Owner: First Name _____ Last Name _____ Middle Initial ____

Mailing Address _____

City _____ State _____ Zip _____ - _____

Telephone: Home (_____) _____ Alt: Cell/Office (_____) _____

The undersigned requests that a permit be issued to perform the awning installation described herein and more fully described in the photos and plans accompanying this application. Such work shall conform with all applicable provisions of the Building Code, Building Sign Ordinance and other applicable ordinances of the Village of Bronxville.

Signature of Owner: _____ Date: _____

Awning Information:

Location: _____

Detailed description of Awning (include size, color, material and location): _____

_____

_____

Does proposed awning include lettering or graphic symbols? ☐ No ☐ Yes (detail below)

Detailed description of lettering (include size, color, location) _____

_____

Submission Requirements:

- ☐ This application (3 weeks prior to the meeting date of the Design Review Committee)
- ☐ Detailed, dimensioned drawings of the proposed awning, including lettering
- ☐ Photo of the building showing proposed awning location
- ☐ Sample of material and color
- ☐ Upon initial approval you must provide 5 complete, collated copies of the above for DRC review
- ☐ Upon Planning Board Approval Sidewalk Encroachment Permit (If Applicable) to be filed with DPW

Awning Contractor Information:

Company Name: _____

First Name _____ Last Name _____ Middle Initial ____

Mailing Address _____

City _____ State _____ Zip _____ Telephone No.: (_____) _____

Office Use Only							
Date Received	Application No.	Section	Block	Lot	Permit #	Fee Paid	Date Approved