



Village of Bronxville – Building Department

200 Pondfield Road, Bronxville, NY 10708

Telephone: (914) 337-7338

Application for Awning Permit

- The application completed along with a drawing of the awning, accurately depicting and dimensioning it, with a scale of not less than 1" = 1'.
- The size, style (e.g., font), color and layout of the letters on the on awning. *(Please refer to downloadable "Sign Regulations" found in the Building Department – Permit Applications and Fees tab under Village Government of the Village website for detailed guidance on what is permissible.)*
- Samples of the materials and Pantone colors for the awning. *(Please refer to downloadable "Sign Regulations" found in the Building Department – Permit Applications and Fees tab under Village Government of the Village website for detailed guidance on what is permissible.)*
- Digital "before and after" photographs clearly showing the building façade in its entirety and that of the adjoining buildings.
- One photograph should be a closeup showing the area where the awning will be placed
- A scaled elevation drawing of each building façade to have an awning showing the main features and materials of the façade, and the location, size and projection of the awning.
- Upon initial approval you must provide Five (5) complete collated copies of the aforementioned materials for DRC review (exactly what was submitted for review).
- Filing Fee of \$100

In Order for Permit to be Issued YOU MUST COMPLETE THE FOLLOWING:

- Once Approved by DRC you must provide the Permit Fee of \$100 and all insurances of contractor
- Upon DRC Approval, Sidewalk Encroachment Permit (if applicable) to be filed with Department of Public Works (application on our website www.villageofbronxville.com)

INSURANCE REQUIREMENTS

In accordance with Workers' Compensation Law §57 and §220(8)

3 Separate Insurance Certificates are REQUIRED

1. **LIABILITY INSURANCE:** ONLY liability insurance is permitted on the ACORD form.
2. For **WORKERS' COMPENSATION INSURANCE**, ONLY the following forms are acceptable:
 - CE-200 - Certificate of Attestation of Exemption from NYS Workers' Compensations and/or Disability Benefits Coverage
 - C-105.2 – Certificate of Workers' Compensation Insurance (Note: the State Insurance Fund provides its own version of the form – the U-26.3)
 - SI-12 – Certificate of Workers' Compensation Self-Insurance
 - GSI-105.2 – Certificate of Participation in Workers' Compensation Group Self-Insurance
3. For **DISABILITY INSURANCE**, ONLY the following forms are acceptable:
 - CE-200 - Certificate of Attestation of Exemption from NYS Workers' Compensations and/or Disability Benefits Coverage
 - DB-120.1 – Certificate of Disability Benefits Insurance
 - DB-155 – Certificate of Disability Benefits Self-Insurance

Certificate holder must be listed as: Village of Bronxville, 200 Pondfield Rd, Bronxville, NY 10708

COMPASS

27 Ponderfield Road
Bronxville, NY 10708

<small>FROM CONCEPT TO INSTALLATION</small> manhattan SIGNS
130 Beckwith Ave. Bldg. 2 • Paterson, NJ 07503 Tel: 973-278-3603 • Fax: 973 278-5798 www.manhattansignsco.com
Client: Compass
Project: Awnings
Site: 27 Ponderfield Road Bronxville NY 10708
Contact:
Phone:
Cell:
Fax:
Date: 10-01-21
Rev #:
File Name:
Sales: C.Dotday
PM:
Designer: V.Cantillo
Job #: 711789
<small>All Manhattan Signs drawings shall act as the control document. Manhattan Signs reserves the right to revise pricing based on any revisions to the original specification. Manhattan Signs does not accept "Approved as noted". The layout / design are herein reserved to Manhattan Signs and may not be used without its written permission. The original artwork is protected under Federal Copyright Laws. Make no reproductions.</small>
_____ Approved (Sign Here)
Name: _____
Date: _____
Cover

Awning 1 LEFT & RIGHT SIDE
 11'w x 68" projection x 12" Valance
 Recover existing Awning with Black Sunbrella

Awning 2 CENTER
 100"w x 58" projection x 12" Valance
 Recover existing Awning with Black Sunbrella
 White Painted Copy
(Qty: 1 set)

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Client:
 Compass

Project:
 Awnings

Site:
 27 Ponderfield Road
 Broknoxville NY 10708

Contact:

Phone:
Cell:
Fax:

Date: 10-01-21
Rev #: 09-16-21

File Name:

Sales: C.Dotday

PM:

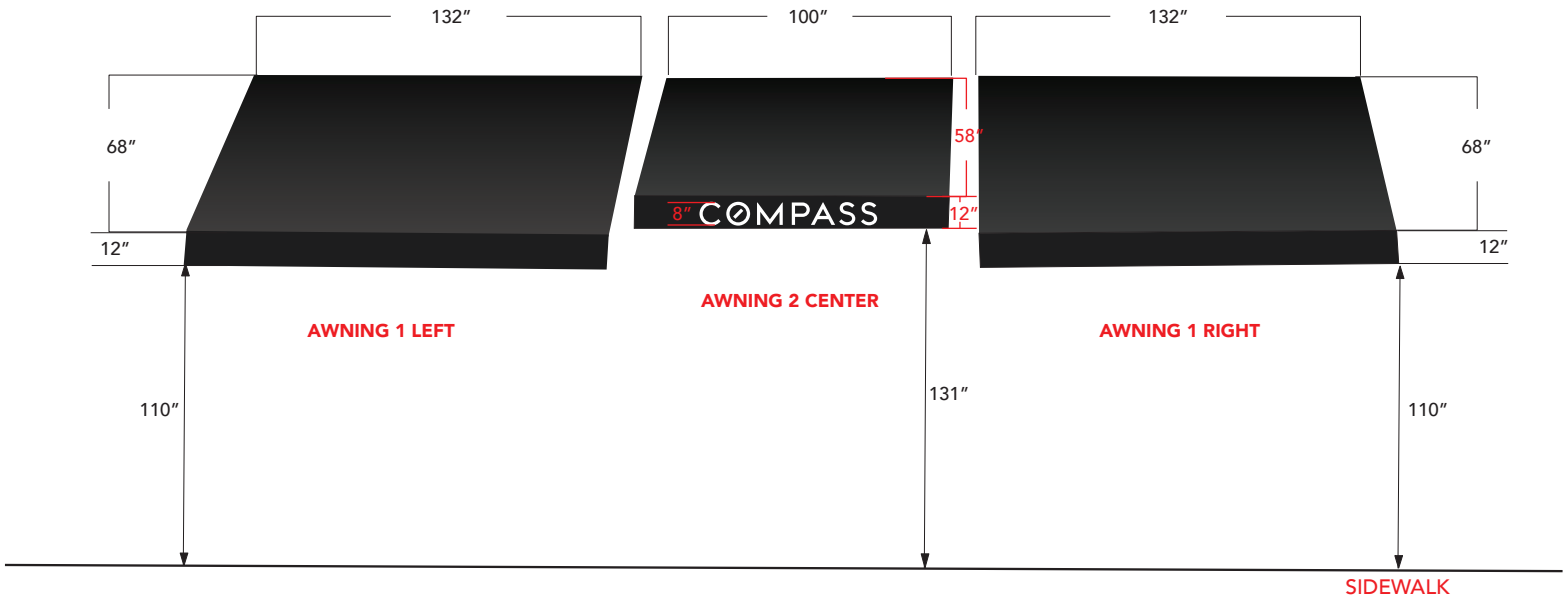
Designer: V.Cantillo/Flynn

Job #: 711789

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 Approved (Sign Here)
Name: _____
Date: _____



LOCATION PLAN

FROM CONCEPT TO INSTALLATION
manhattan SIGNS
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Contact:

Phone:

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AWNINGS AND
 GLASS GRAPHICS



 Approved (Sign Here)

Name: _____

Date: _____