

City Of Oneonta
Awnings Without Words or Designs
Zoning Review Form

Code Enforcement Office
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607-432-0945 (fax)
codeenforcement@oneonta.ny.us (email)
www.oneonta.ny.us/codeenforcement

ONE (1) PROPERTY PER FORM

THERE IS NO FEE FOR THIS FORM

Property Address: _____

Business Name: _____

Applicant's Name: _____

Day Phone: _____

Email Address: _____

Mailing Address: _____

Street

City

State

Zip

Signature Date: _____

Signature: _____

Property Owner's Name: _____

Day Phone: _____

Business Owner's Name: _____

Day Phone: _____

Manufacturer's Name: _____

Day Phone: _____

Email Address: _____

Mailing Address: _____

Street

City

State

Zip

To ensure that all required documentation is submitted, please complete the following checklist:

- Answered all questions
- Color drawing / picture of awning
- Elevation drawing

1. Type of Awning: Retractable Rigid
2. How many awnings are being installed / replaced? _____
3. If more than 1 awning, are they all the same size? Yes No NA
If no, please attach additional paper answering the following questions for each awning.
4. Awning Dimensions:
 - a. Height: _____ Feet
 - b. Width: _____ Feet
 - c. Area: _____ Square Feet
 - d. Weight: _____ Pounds
5. Will this awning be replacing an existing awning? Yes No
6. How high above grade will the awning be at the lowest part? _____ Feet
7. How far from the wall of the building does the awning project? _____ Feet
8. How far from the curb line is the outermost edge of the awning? _____ Feet
9. Will there be any signs hanging from the awning? Yes No
10. Will the awning extend above any of the roof line or eave line on pitched or gambrel roves?
 Yes No
 - a. If yes, please explain:

11. Will the awning be animated, flashing, illuminated, or visibly moving? Yes No
 - a. If yes, please explain:

 - b. How is it illuminated?

 - c. How is the illumination concealed and/or shielded?

 - d. What is the candlepower of lighting per square foot of the awning?

12. Material of construction:

a. Awning covering:

b. Awning frame and/or support:

REQUIRED DRAWINGS

The drawings do not have to be done by a professional at this time but may be requested at a later date. The drawings can be hand-drawn. It is preferred that any drawings that are hand-drawn be done on graph paper, but are not required to be. All drawings must meet the following criteria: (a) Drawings must be done with a straight edge and to scale. (b) Multiple drawings cannot be on the same page. (c) Drawings cannot be on paper that is smaller than 8½" x 11". (d) Drawings done on paper larger than 11" x 17" must also be provided in digital format (CD, email, etc). (e) See additional requirements below.

Awning: A color drawing or photograph of the awning

Building Elevation: A drawing of the side of the building where the awning will be located showing where the awning will be located.

FOR CODE ENFORCEMENT OFFICE USE ONLY

Tax Map #: _____

Zoning District: _____

Awning Does Comply With Zoning Code

Awning Does Not Comply With Zoning Code

Board Review: Planning Commission

Meeting Date: _____

Zoning Board

Common Council

Not Required

Awning Permit Application: Approved Denied Withdrawn By Applicant

Site Plan Review Application: Approved Denied Not Required

Special Use Permit Application: Approved Denied Not Required

Zoning Board of Appeals Application: Approved Denied Not Required

Date

Code Enforcement Officer Signature