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NOV 20 2021

VILLAGE OF DOBBS FERRY
BUILDING DEPARTMENT

SUBMISSION REQUIREMENTS FOR SIGNS, AWNINGS AND CANOPIES

Definition of Signs, Awnings and Canopies: The construction, reconstruction, replacement or alteration of any awning, canopy, advertising sign or business sign of whatever shape, size or character.

Applicant Name: Daniel Cardona CAD Signs Date Filed: _____

Property Address: 1 Hamilton St. Dobbs Ferry

Check Application Type (may be more than one):

☐ Sign ☐ Awning ☐ Canopy

Description of Proposed Work: A: 7' x 22' = 154 sqFT C: 12' 10" x 4' = 51.33 sqFT

Temporary banners: D, E: 1.6" x 8.11" = 13.38 sqFT F: 1' x 3' = 3 sqFT.

A copy of this completed form is to be included as a cover sheet for submissions to the AHRB.

In the table below, please indicate the type of submission by checking the applicable box or boxes indicated. Items denoted * in the column below your project type are the minimum required items for a complete application to the AHRB. Please indicate the type of submission. Please indicate by initialing each box in the appropriate column confirming that the information has been submitted. Do not initial for items if they are not included.

The AHRB reserves the right to ask for any additional information as specified on this form, if not included in the initial application, and may deem the application incomplete and not ready for review until this information is included. Resubmissions should reflect all comments made at the previous meeting and should be indicated with a note or a bubble on the plan, and shall include any additional requested information.

Initial Below ↓	Sign <input type="checkbox"/>	Awning <input type="checkbox"/>	Canopy <input type="checkbox"/>	Freestanding Sign* <input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	← Check Box (or Boxes) Above Appropriate Columns
					REQUIRED PLAN AND DOCUMENT SUBMISSION
					1 PDF & 2 Paper COPIES OF EACH ITEM (unless otherwise specified)
	•	•	•	•	Detailed design/construction drawings of each proposed sign, awning or canopy, at a legible and measurable scale.
	•	•	•	•	Dimensions including height, length, thickness and depth of each proposed sign, awning or canopy.
	•	•	•	•	Proposed lettering, colors and graphics.
	•	•	•	•	Dimensions of letter heights and sentence lengths.

CONTINUED ON NEXT PAGE

Initial Below ↓	Sign <input type="checkbox"/>	Awning <input type="checkbox"/>	Canopy <input type="checkbox"/>	Freestanding Sign* <input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Sections through important elevations and typical trim at a scale to clearly show profiles, trims, corners and their sizes.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Proposed method of attachment to the building.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Building elevations and/or photo simulations showing the location of all proposed signs, awnings, canopies, proposed lighting and existing signs. Indicate height and width dimensions of storefront, ground plane location, height of all new work above ground plane.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Clear, color photos of the existing building / premises showing existing conditions.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Clear, color photos of the existing streetscape: to include 2 stores to the left and 2 stores to the right of the proposed site and the 5 stores directly across the street.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Material, finish and color schedule is included on submitted plans.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Specification sheet for each new exterior light fixture.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Provide a note on plan indicating that all lighting shall comply with section 300-41
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(One set only) Actual material, finish and color samples to be presented at AHRB meeting.
				<input checked="" type="checkbox"/>	Proposed location of freestanding sign on site plan, including landscaping and lighting.*

* Freestanding signs to be reviewed and approved only in the DG or CP districts or with and subject to a ZBA variance.

Applicant Name: Daniel Cardona Signature:  Date 11-22-21

By signing this form you are affirming that you have included all the required information listed above.

Complete application received by the Village of Dobbs Ferry, on behalf of the Dobbs Ferry AHRB by:

Name _____ Signature _____ Date _____



VILLAGE OF DOBBS FERRY
112 Main Street
Dobbs Ferry, New York 10522
TEL: (914) 231-8500 • FAX: (914) 693-3470

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NOV 29 2021

VILLAGE OF DOBBS FERRY
BUILDING DEPARTMENT

Affidavit of Notice

STATE OF NEW YORK)
) ss.:
COUNTY OF WESTCHESTER)

I, Daniel Cardona, having been duly sworn, hereby deposes and says:

1. On 11-29-21 I forwarded the notice attached as Exhibit 1 by Certified Mail to owners of properties within a 200' radius of the property located at:
1 Hamilton St., which is the subject of review for certain land use approvals in the Village of Dobbs Ferry; and
2. I have attached as Exhibit 2 the mailing list of the relevant property owners requested and received from the Town of Greenburgh Tax Assessor located at 177 Hillside Ave. White Plains, NY 10607, 914-989-1520, assessor@greenburghny.com; and
3. I have retained proof of these mailings and will make them available upon request or as otherwise required by the Village of Dobbs Ferry.

Dated: Nov 29, New York
_____, 2021

Signed: _____

Print name: Daniel Cardona

Sworn to before me this
29 day of Nov, 2021

Maria Muniz
Notary Public



Date Mailed 11-29-21
Via Certified Mail

Dear Neighbor:

This is a notification that the owner of the property located at: _____

1 Hamilton St. Dobbs Ferry "Look Cinemas"
Owner name: Michael McAndrews

Has filed an application with the Village of Dobbs Ferry to do the following: _____
Install Temporary banners. - "LOOK CINEMAS"

The applicant will present the proposal to the following checked Board/Boards at their next available meeting. Please check the calendars and agendas on the village web site for the exact date they will first appear before the board:

- ☐ Board Of Trustees; meet 2nd & 4th Tuesdays at 6:30 PM
- ☐ Planning Board; meet 1st Thursday at 7:30 PM
- ☐ Zoning Board of Appeals; meet 2nd Wednesday at 8:00 PM
- ☒ Architectural & Historic Review Board; meet 2nd & 4th Mondays at 8:00 PM

The meeting will be conducted in the Board Room at Village Hall using a hybrid method combining the options of in-person and virtual attendance. This method meets the Village's goal of protecting public health and complies with New York State law Chapter 147 of the Laws of 2021, Part E, which permits virtual participation by Board Members. Residents and other interested parties have the option to participate by either attending the meeting in person or connecting remotely using Zoom virtual technology by internet or phone using the general webinar instructions on the meeting agenda. To simply watch public meetings, as always, they will be broadcast live on Optimum/Altice Ch.75 and on Verizon Ch.46, as well as stream live on YouTube Go to: <https://www.youtube.com/user/VillageOfDobbsFerry>

For Public Hearings that you cannot attend by any means, we will accept emailed comments in advance of the hearings. Please email BoardComments@DobbsFerry.com by 10am the day before the hearing. If you are participating via Zoom either by phone or by video, do not use the "chat" function to participate. You must "raise your hand" in order to make public comments or participate in the meeting. If joining by video, you may use the webinar controls to raise your hand. If joining by phone, push *9 to raise your hand and *6 to unmute yourself.