

**TOWN OF KIRKWOOD**  
**BUILDING AND CODE ENFORCEMENT DEPT.**

**TELEPHONE:** (607) 775-4313    **MAILING ADDRESS:** 70 CRESCENT DR.    **LOCATION:** 41 FRANCIS ST.    **FAX:** (607) 775-9924    **E-MAIL:** [bldgcode@townofkirkwood.org](mailto:bldgcode@townofkirkwood.org)  
**KIRKWOOD, NY 13795**

**APPLICATION FOR POLITICAL SIGNS PERMIT**

Date: \_\_\_\_\_

Examined by: \_\_\_\_\_ Approved: \_\_\_\_\_ Disapproved a/c \_\_\_\_\_

Sign Permit #: \_\_\_\_\_ Dated: \_\_\_\_\_

APPLICATION IS HEREBY MADE to the Building Department for the issuance of Political Signs Permit pursuant to the Town of Kirkwood Zoning Ordinance for the erection of a sign. The applicant agrees to comply with all applicable laws, ordinances and regulations. No sign, in any district, shall be erected or altered in physical structure until a sign permit has been issued by the Enforcement Officer.

Name and Address of Candidate: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Tax Map #: (if applicable) \_\_\_\_\_

Name and address to mail permit (if different from above): \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Fee: \$25.00 - (non-re-fundable)

Check payable to Town of Kirkwood Code Enforcement Dept.

Cash \_\_\_\_\_ Check # \_\_\_\_\_ Date paid \_\_\_\_\_

Fee: \$25.00 - (deposit - refundable if signs removed after twenty (20) days.)

Check payable to Town of Kirkwood Clerk (see ordinance below)

Cash \_\_\_\_\_ Check # \_\_\_\_\_ Date Paid \_\_\_\_\_

Name and Address for refund of deposit to be sent: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Applicant: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Applicant's Name (Please print)

Applicant's Signature

**Town of Kirkwood - Zoning Ordinance**  
**Article V - Supplementary Standards**  
**Section 504.18 - Temporary Signs**

(A) Any candidate for public or private office may be granted a temporary permit to erect political posters, banners, promotional devices or signs for a period not to exceed one hundred twenty (120) days. Such signs may not be attached to fences, trees, utility poles or the like without permission of the owner and may not be placed in a position that will obstruct or impair vision or traffic in any manner create a hazard or disturbance to the health and welfare of the general public. A fee of twenty-five dollars (\$25.00) shall be paid upon the issuance of such permit and a deposit of twenty-five dollars (\$25.00) shall be deposited with the Town Clerk to insure removal of such signs at the expiration of the permit. The Enforcement Officer, upon the failure of the permit holder to remove such signs after twenty (20) days written notice to do so, addressed to the address shown on the application for said signs, shall cause said signs to be removed and the deposit shall be forfeited to help defray the cost of removal by the Town.