



# ARCHITECTURAL REVIEW BOARD VILLAGE OF WASHINGTONVILLE

9 FAIRLAWN DRIVE, WASHINGTONVILLE, NY 10992  
OFFICE: 845-496-3221 | FAX: 845-496-1990

## APPLICATION

All applications, drawings and documents must be submitted to Village Hall along with an electronic

PDF Email: [Lmccormack@washingtonville-ny.gov](mailto:Lmccormack@washingtonville-ny.gov)

Applicants must include all sign details and specifics on drawings.

**PLEASE DO NOT ORDER SIGNS BEFORE APPROVED**

### PROPERTY INFORMATION:

Business Name: Walden Savings Bank

Address: 127 East Main St. Washingtonville, NY 10992

Section: 115 Block: 5 Lot(s): 1.22

Zoning District: R-100 LIO Dimensions (Or Acreage) of Parcel: 221 x 126

**ARE YOU REQUESTING A SIGN APPLICATION FOR A DOWNTOWN STRUCTURE WITH MULTIPLES BUSINESSES:** Yes:        No: X

\*\*If **YES** please follow **DOWNTOWN** guidelines when completing application.

### SIGNAGE REQUIREMENTS FOR DOWNTOWN MULTI – BUSINESS STRUCTURES:

The Village Board has standardized signage for downtown structures with multiple businesses.

Please follow these guidelines:

- **Colors:** BACKGROUND in Benjamin Moore Monterey White HC-27, FONT in Historical Black HC-190.
- **Shape:** Rectangular.
- **Lighting:** Gooseneck lighting in **BLACK**.

### SIGNAGE REQUIREMENTS FOR DOWNTOWN FREESTANDING and NON- DOWNTOWN STRUCTURES:

Please follow these guidelines:

- **Colors:** Select 2 COLORS from attached Historical Color Pallet
- **Color Pallet Selected** (Please complete attached form):        Yes X No

### SIGNAGE REQUIREMENTS FOR BROTHERHOOD PLAZA, FULTON SQUARE, WASHINGTONVILLE PHARMACY PLAZA:

Must adhere to current signage regulations for your location.

**PHONE NUMBERS & HIGH OR SEMI-GLOSS FINISHES OF ANY KIND ARE NOT PERMISSABLE**

### REQUEST REVIEW OF:

FAÇADE

SIGN  WINDOW SIGNS must use FONT in Benjamin Moore Monterey White HC-27 SIGNS can ONLY cover 25% of the area.

LIGHTING | APPLICANTS INCLUDING FIXTURES | SEE ATTACHED GUIDELINES

Fixture Selection Included:        Yes        No

OTHER: \_\_\_\_\_

**Project Description:** Double Sided Freestanding Sign - Replacement of Sign that was damaged.

**Sign Shape & Dimensions:** Rectangle - Upper Panel 92" x 45" Lower Panel 95.75" x 13"

**Sign Materials:** 3/4" Thick PVC

**Hardware used:** PVC, Wood Posts, Screws

**How will the sign be mounted:** Freestanding Sign mounted between posts.

**APPLICANT | OWNER INFORMATION:**

**Applicant:** Timely Signs - Jessi Schlosser / Tyson McCasland

**Business Name:** Timely Signs

**Phone #:** (845) 331-8710 **Alt. Phone #:** \_\_\_\_\_

**Address:** 154 Clinton Ave. Kingston, NY 12401 **Email Address:** jessi@timelysigns.com

**Property Owner:** Walden Savings Bank - John Carola

**Phone #:** (845) 457-7700 **Alt. Phone #:** \_\_\_\_\_

**Address:** 127 East Main Street Washingtonville NY 10992 **Email Address:** John.Carola@waldensavings.bank

**Design Professional:** Timely Signs

**Phone #:** \_\_\_\_\_ **Alt. Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Alt. Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**FEES: ARB APPLICATION: \$100.00**

**Amount Rec'd: \$** \_\_\_\_\_ **Check/MO Number:** \_\_\_\_\_

**ARB Chairperson Approval**

Jessi Schlosser  
**Applicant Signature**

**Date**

3/12/2020  
**Date**


**OFFICE USE ONLY**  
**Building Inspector sign reviewed:** \_\_\_\_\_ (Initial's)  
**Revised Date:** October 21, 2025 **Revised By:** LM

**Walden Savings Bank Washingtonville - Freestanding Sign**



**Double Sided Freestanding Sign**

- Upper Panel:** 1x -Double Sided - 92" w x 45" h - 3/4" Thick PVC
- Painted MP14975 Motorcycle Green with Light Green Swooshes
- 1/2" Thick - CNC Routed Acrylic Letters (White)
- Mounted to Upper and Lower Dado'd 2x2 Cedar Crossbars
- Lower Panels (Proud of Main Panel - Stick Out Past Main Sign):**
- 2x - Single Sided - 95.75" w x 13" h - 1/4" ACM
- 1/2" Thick - CNC Routed Acrylic Letters (White)
- Panels Screwed to 2x2 Square CrossBar
- Posts:** 2x- In-House Fabricated 1/2" PVC Pole Wraps (For 6x6 Posts)
- with Flat Caps



**Timely Signs**

Kingston, NY 12401 | 154 Clinton Avenue | p 845.331.8710 | f 845.331.8712 | [timelysigns.com](http://timelysigns.com)

**Project:** Washingtonville - Freestanding Sign  
**File Title:** WSH - Washingtonville - FreestandingSign\_05.a  
**Date:** 01/17/26

**Project Manager:** Tyson McCasland 845-331-8710 x1011  
**Drawn By:** Matt Dammer 845-331-8710 x1013  
Electrical to use U.L. Listed components and shall meet all N.E.C. Standards

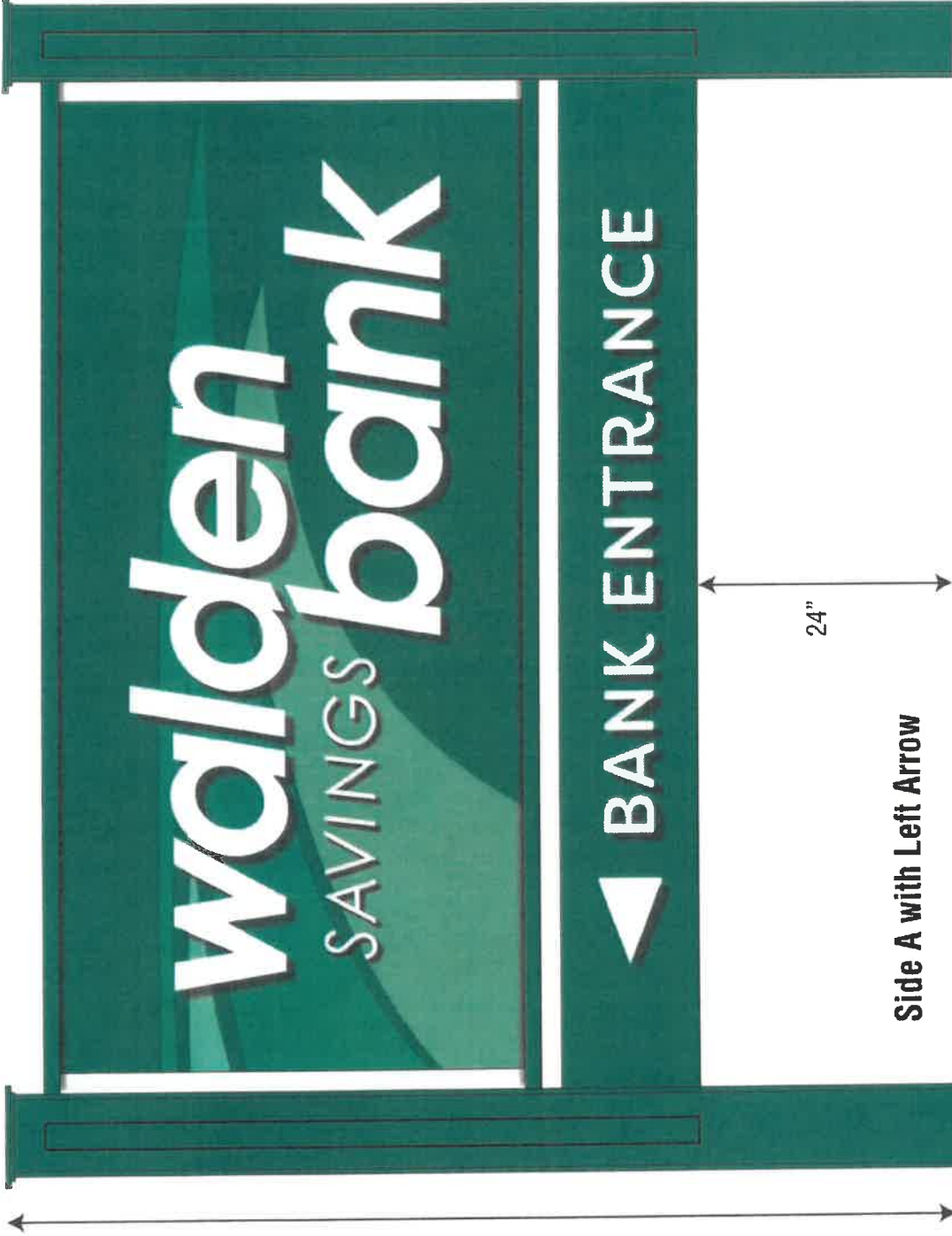
**Client Approval:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

\*Please note that the colors represented on this proof are not exact representations of the finished product. All computer screens, cell phone screens and printers display colors in different manners. If exact colors are necessary for this project, the client may request a physical color sample for an additional fee.

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Walden Savings Bank Washingtonville - Freestanding Sign

95.75" w



89"

24"

Side A with Left Arrow



**Timely Signs**

Timely Signs of Kingston, Inc. 154 Clinton Avenue

Project Manager: Tyson McCasland 845-331-8710 x1011  
Drawn By: Matt Dammer 845-331-8710 x1013  
Electrical to US/UL Listed components  
and shall meet all N.E.C. Standards  
 Laboratories Inc.

Project: Washingtonville - Freestanding Sign  
File Title: vsgl\_washingtonville\_freestandingSign\_JS.ai  
Date: 01/17/26

Client Approval: \_\_\_\_\_

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

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Walden Savings Bank Washingtonville - Freestanding Sign

95.75" w



89"

24"

Side B with Right Arrow

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Client Approval: \_\_\_\_\_  
Date: \_\_\_\_\_

Project: Washingtonville - Freestanding Sign  
File Title: WSB - Washingtonville - FreestandingSign\_75.ai  
Date: 01/17/26

Project Manager: Tyson McCasland 845-331-8710 x1011  
Drawn By: Matt Dammer 845-331-8710 x1013  
Electrical to USA ILL Listed components and shall meet all M.F.C. Standards

 **Timely Signs**  
Kingston NY 12401 p 845.331.8710 f 845.331.8712 | timelysigns.com

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