

**ARCHITECTURAL AND HISTORIC DISTRICT REVIEW BOARD  
VILLAGE OF WARWICK  
JULY 2, 2024  
AGENDA**

**LOCATION:  
VILLAGE HALL  
77 MAIN STREET, WARWICK, NY  
4:30 P.M.**

**Call to Order  
Pledge of Allegiance  
Roll Call**

1. Introduction by Chair Michael Bertolini.
2. Acceptance of Minutes: May 7, 2024

The vote on the foregoing motion was as follows:

Michael Bertolini \_\_\_\_ Jane Glazman \_\_\_\_ Matthew LoPinto \_\_\_\_

Matthew Finn \_\_\_\_ Chris DeHaan \_\_\_\_

**Discussion**

1. **13 Main St. – Applicant QiuYan Wu; JoyFeel Spa**  
Seeking approval of New Permanent Sign; Colors; Font

A. Color, Font

2. **5 South Street – Applicant Jeff Beniot; Pure Vida**  
Seeking approval of New Permanent Sign; Colors; Font

A. Color, Font

3. **67 Colonial Ave. – Applicants Larry and Patricia Fitzkee**  
Seeking approval of Certificate of No Exterior Effect; Garage/Barn Colors; Siding

A. Color and Siding

**Discussion:**  
75 Main Street: Colors

**Adjournment**

77 Main Street  
Post Office Box 369  
Warwick, NY 10990  
[www.villageofwarwick.org](http://www.villageofwarwick.org)



(845) 986-2031  
FAX (845) 986-6884  
[mayor@villageofwarwick.org](mailto:mayor@villageofwarwick.org)  
[clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org)

## VILLAGE OF WARWICK

INCORPORATED 1867

### Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$50.00

☒ Paid Check # 1005

#### Applicant Information

Date \_\_\_\_\_

Name: P. Y. G. N. W. C.

Mailing Address: 16130

Phone Number: \_\_\_\_\_ Alt. Phone Number \_\_\_\_\_

Email Address: wasofia6688@gmail.com

#### Project Information

Business Name (if applicable) jo/feel spa

Project Address: 13 main st

S/B/L # \_\_\_\_\_

Property Owner: \_\_\_\_\_

\* The certificate of no exterior effect or certificate of appropriateness required under §7-7 and §7-8 of this chapter as a condition precedent to any alteration relating to any improvement in property located within the (Historic) district.

**Be sure to carefully read through the application and complete all sections and provide all requested information. Any missing or incorrect information will result in delays with the application process.**

**Please read the Village of Warwick Zoning Code, Article VIII Warwick Village Historic District §145-24 through §145-24.1, for information such as criteria, procedure, exceptions, etc.**

**The Zoning Code is available on the Village's website: [www.villageofwarwick.org](http://www.villageofwarwick.org)**

**Please read the Village of Warwick Code, Architectural and Historic District §5-1 through §5-6 and §7-1 through §7-14. The Village of Warwick Code is available on the Village's website: [www.villageofwarwick.org](http://www.villageofwarwick.org)**

The following information must be included with the application:

1. A typed letter addressed to the Architectural and Historic Review Board describing the intent of the project, please be sure to include details such as exterior aesthetic renovations, additions, and changes.
2. Include (if applicable) renderings such as site plans, examples of paint/stain colors, roofing, siding, windows/trim, chimneys, fencing, retaining walls, lighting, landscaping, paving, walkways, porches/decks, steps and any other exterior designs elements and materials.
  - a. If the project includes renderings or sight plans, please include (4) four paper copies as well as an electronic copy in the form of a PDF.

Completed applications along with all required paperwork can be dropped off or mailed to Village Hall, Attn. Building/Planning Department, P.O. Box 369, 77 Main Street, Warwick, NY 10990 and/or emailed to: [planning@villageofwarwick.org](mailto:planning@villageofwarwick.org)

The certificate of no exterior effect or certificate of appropriateness required under §7-7 and §7-8 of this chapter as a condition precedent to any alteration relating to any improvement in property located within the district; including but not limited to houses, stores, warehouses, churches, schools, barns, fences, outhouses, pumps, gravestones, light fixtures, outdoor signs and other outdoor advertising fixtures. §7-3

**§ 7-6. Regulation of alterations.**

- A. It shall be unlawful for any owner or person occupying property located within the district, or any other person, to make, permit or maintain any alteration to any improvement located within the district unless the Board has previously issued a certificate of no exterior effect or a certificate of appropriateness.
- B. No application shall be approved and no permit shall be granted by the Building Inspector, Planning Board, Zoning Board of Appeals or Board of Trustees regarding the alteration of any improvement located within the district unless a certificate of no exterior effect or of appropriateness has been obtained from the Board. When such an application is received by the Building Inspector, Planning Board, Zoning Board of Appeals or Board of Trustees, a copy shall be sent to the Board, accompanied by a request for a certificate of appropriateness in relation to the work specified in the application.

The AHDRB meets on the 1<sup>st</sup> Tuesday of the month.

Please carefully review your application to ensure all required information is included with submission.

**Any missing information will cause delays in the procedure.**

Applicant Signature

*Picayune*

Date

Internal Use Only

- ☐ Application complete as per code
- ☐ Application reviewed by the AHDRB on \_\_\_\_\_ meeting date
- ☐ Approved
- ☐ Approved with modifications
- ☐ Denied
- ☐ Certificate of No Exterior Effect issued \_\_\_\_\_ date
- ☐ Applicant notified via email/letter
- ☐ Building Inspector, Mayor, Village Board, Planning Board, and ZBA have been notified of the decision. §7-12B

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## VILLAGE OF WARWICK

INCORPORATED 1867

### New Permanent Sign Application

Application Fee \$50.00

☒ Paid Check # 1005

Project Information		Date: _____
Applicant Name: <u>Phyllis W. W.</u>		
Name of Business: <u>joyfeel spa</u>		
Project Location: <u>13 main st</u>		S/B/L # _____
Mailing Address: <u>13 main st</u>		
Phone Number: <u>646-717-5146</u>		Alt. Phone Number: _____
Email Address: <u>W.Sofia6688@gmail.com</u>		
I, the applicant, am the property owner of the project location		
<input type="checkbox"/> Yes, _____		Date: _____
<input checked="" type="checkbox"/> No <i>*If the applicant is not the property owner, then the applicant must present a notarized Property Owner Acknowledgement Form along with this application. (§ 145-81.C.6) See attached form.</i>		

**Be sure to carefully read through the application and complete all sections and provide all requested information. Any missing or incorrect information will result in delays with the application process.**

**Please read the Village of Warwick Zoning Code, Article VIII Signs §145-81 through §145-99, for information such as design criteria, illumination, prohibited signs, etc.**

**The Zoning Code is accessible on the Village's website [www.villageofwarwick.org](http://www.villageofwarwick.org)**

1. For signs to be located on buildings, linear frontage of the building is required \_\_\_\_\_ feet/inches
2. Zoning district: \_\_\_\_\_  
\*To find your district go to: <https://villageofwarwick.org/wp-content/uploads/2018/01/zoning-map-2017-v2-090317.pdf>
3. Sign Design: a scaled drawing of the sign showing the following:  
**\*For sign guidelines, please visit the Zoning Code listed above.**
  - a. Type of sign, shape, size, and materials.
  - b. Graphic design, including lettering, pictorial matter, and sign colors with color swatches.
  - c. The visual message, text, copy or content of the sign.
  - d. The method of illumination, if any, including type of lamp, wattage, and the position of lighting or other extraneous devices. A photometric plan and manufacturers cut sheets showing lighting levels and potential glare from illumination may be required in accordance with § 145-91.C. and § 145-104.B.10 of the Zoning Law.
  - e. Landscaping, if any, including types of vegetation, location of plantings, and planting and maintenance schedule.

4. Sign Location: a plan, drawn to scale, shall be submitted showing the following:
  - a. If a freestanding sign, a full description of the placement of the proposed sign, specifically its location on the premises, its orientation, and its position in relation to adjacent buildings, structures, roads, driveways, property lines, other signs, lighting fixtures, walls, and fences.
  - b. If an awning, window, wall, or projecting sign, the placement of the proposed sign, which shall include: location on the awning, window, wall or building; the size of the awning, window, or linear footage of the building; projection from the building, if relevant; and the proposed position of the sign in relation to adjacent signs and lighting fixtures.
5. If the applicant is not the owner of the property on which the sign is to be located written permission from the property owner is required. Please refer to the Property Owner Acknowledgement Form.
6. Attach or email a typed description describing the project in detail to [planning@villageofwarwick.org](mailto:planning@villageofwarwick.org)

Permanent new signs require the approval of the Planning Board. The Planning Board, within ten (10) days of its receipt of an application for a sign permit at a regularly scheduled Planning Board meeting, shall refer the application to the Architectural and Historic District Review Board (AHDRB) for comment. The AHDRB shall review the application and provide comment to the Planning Board within thirty (30) days of its receipt of the sign application. Failure of the AHDRB to provide comment to the Planning Board within thirty (30) days shall be considered as no comment on a sign application. The Planning Board shall consider the comments of the AHDRB and the application and shall approve, approve with modifications, or deny the application and notify the Code Enforcement Officer of its decision on this matter. If the sign application is approved, the Code Enforcement Officer shall issue a sign permit within fifteen (15) days of the Planning Board's decision. §145-81.B.2

A permit issued for an approved sign shall be valid for installation and/or erection of the sign for six (6) months from the date of the permit but may be renewed within thirty (30) days prior to the expiration, for good cause shown, for an additional six (6) months, upon payment of one-half (½) of the original fee. §145-81.B.4

Any person desiring to procure a permit for a new sign shall file with the Planning Board a written application on a form prescribed by the Village, including payment of the applicable fee as outlined in Chapter 63 "Fees" of the Village of Warwick Code. §145-81.C

(For projects located within the Historic District) The certificate of no exterior effect or certificate of appropriateness required under §7-7 and §7-8 of this chapter as a condition precedent to any alteration relating to any improvement in property located within the (Historic) district. Any building or fixture located within the district or subject to the provisions of this chapter, including light fixtures, outdoor signs, and other outdoor advertising fixtures. §7-3.B

The Planning Board meets the 2<sup>nd</sup> Tuesday of the month. The AHDRB meets on the 1<sup>st</sup> Tuesday of the month.

Please carefully review your application to ensure all required information is included with submission.

**Any missing information will cause delays in the procedure.**

Sign permits are valid for (6) months from the issue date.

Applicant Signature P. J. Yanuzzi Date \_\_\_\_\_

-----  
Internal Use Only

☐ Application complete as per code ☐ Property Owner Acknowledgement Form, if applicable

☐ Planning Board referred to the AHDRB via a motion on \_\_\_\_\_  
meeting date

☐ Application reviewed by the AHDRB for appropriateness on \_\_\_\_\_  
meeting date

Recommendation of AHDRB

- ☐ Meets aesthetics criteria  
☐ Concerns (attached discussion from AHDRB)

The project is zoned within the Historic District:

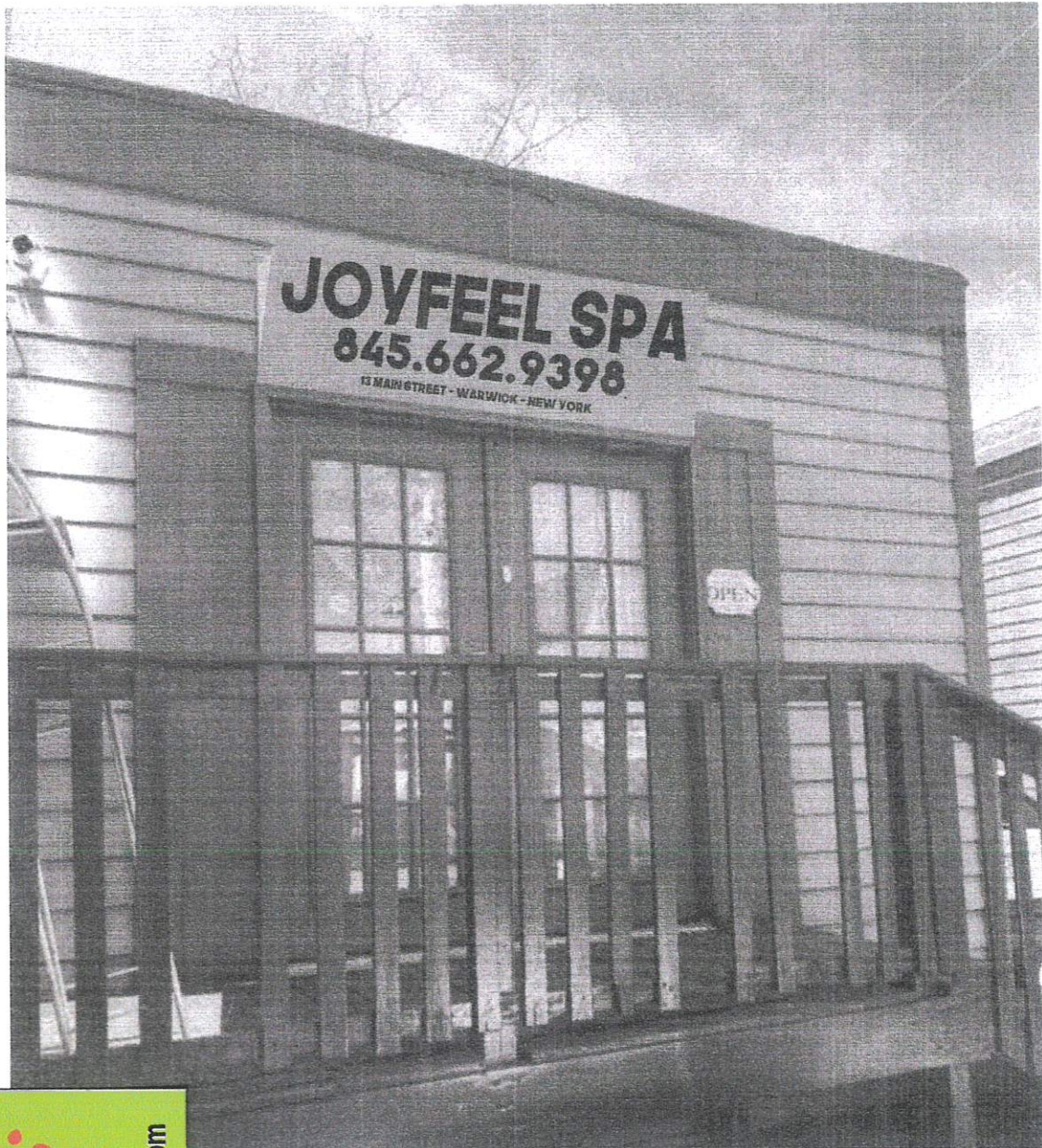
- ☐ Yes *\*If yes and approved, the AHDRB will issue a Certificate of No Effect or of Appropriateness to be given back to the Planning Board where the application for a sign permit is to be approved, modified, or denied via motion during a regular scheduled meeting.*
- ☐ No *\*If no, the application will receive a review and recommendation by the AHDRB which is handed back to the Planning Board for a final decision during a regular scheduled meeting. A Certificate of No Effect or of Appropriateness is not needed.*

☐ Recommendation/Certificate presented to the Planning Board on \_\_\_\_\_  
meeting date

- ☐ Approved by Planning Board  
☐ Approved with modifications \_\_\_\_\_  
☐ Denied, reason \_\_\_\_\_

☐ Sign Permit issued by the Code Enforcement Officer, \_\_\_\_\_ on \_\_\_\_\_  
name of licensing authority date



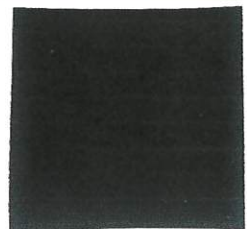
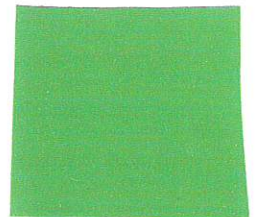


**Sonic**  
**signs**  
 est 1999  
*& Screen Printing*  
**845**  
**656-2040**  
 Mary & Jeff Kerstner  
 4400 Route 94  
 PO Box 554  
 Florida, NY 10921  
 @ Sonic\_Signs

sonicshop@gmail.com • sonicshop.com

72"X24"  
 DURABOND ALUMINUM  
 GREEN BACKGROUND - BLACK LETTERS

**JOYFEEL SPA**  
**845.662.9398**  
 13 MAIN STREET - WARWICK - NEW YORK





**JOYFEEL SPA**  
T:845.662.9398

OPEN





77 Malt Street  
Post Office Box 369  
Warwick, NY 10990  
www.villageofwarwick.org



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**VILLAGE OF WARWICK**  
INCORPORATED 1867

**Property Owner Acknowledgement Form**  
(for use with sign applications)

**Project Information**

Applicant Name: Qiu Yan Wu  
Name of Business: Joyfeel Spa  
Address of Proposed Sign: 13 MAIN ST

**Property Owners Information**

Name: 9-13 MAIN STREET LLC  
Mailing Address: PO Box 460 Cornwall NY 12518  
Phone Number: 914-213-2198 Alt. Phone Number: \_\_\_\_\_  
Email Address: eck123@msn.com

I, Eugene C Kaleniak, owner of 9-13 MAIN STREET LLC  
(printed name of property owner) (address of property)

Warwick, NY 10990, grant permission to Qiu Yan Wu to add a new sign or to  
(printed name of applicant)  
modify/relocate an existing sign located on my property.

Signature of Owner: [Signature]

Date: 5/20/24

Form must be notarized.

State of Florida

County of Volusia

Subscribed and sworn before me this

20<sup>th</sup> day of May, 2024

[Signature]  
(signature of notary)



STAMP

This form must be completed, notarized, and presented with a New Sign Application or with an Alteration/Relocation Sign Application only if the sign applicant is not the property owner. (§ 145-81 C.6)  
Missing paperwork will cause a delay in the review process.

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## VILLAGE OF WARWICK

INCORPORATED 1867

### Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$50.00

☒ Paid Check #

CASH 5/29/24

#### Applicant Information

Date 5/31/2024

Name: Jeffrey Benoit

Mailing Address: 10 Colonial Ave. #C, Warwick WV

Phone Number: 845-545-5743 Alt. Phone Number none

Email Address: Pura.Vida.Warwick.NY@gmail.com

#### Project Information

Business Name (if applicable) Pura Vida Art

Project Address: 5 South Street Warwick, NY S/B/L # 1

Property Owner: Christine Sturtz

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1. A typed letter addressed to the Architectural and Historic Review Board describing the intent of the project, please be sure to include details such as exterior aesthetic renovations, additions, and changes.
2. Include (if applicable) renderings such as site plans, examples of paint/stain colors, roofing, siding, windows/trim, chimneys, fencing, retaining walls, lighting, landscaping, paving, walkways, porches/decks, steps and any other exterior designs elements and materials.
  - a. If the project includes renderings or sight plans, please include (4) four paper copies as well as an electronic copy in the form of a PDF.

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## VILLAGE OF WARWICK

INCORPORATED 1867

### New Permanent Sign Application

Application Fee \$50.00



Paid <sup>CASH</sup> Check # 5/29/24

#### Project Information

Date: 5/21/2024

Applicant Name: Jeffrey Benoit

Name of Business: Pura Vida Art & Music

Project Location: 5 South Street, Warwick, NY S/B/L #

Mailing Address: 16 Colonial Ave. Warwick, NY 10990

Phone Number: 845-545-5193 Alt. Phone Number: N/A

Email Address: pura.vida.warwick.ny@gmail.com

I, the applicant, am the property owner of the project location

☐ Yes, \_\_\_\_\_ Date: \_\_\_\_\_

owner's signature

☒ No \*If the applicant is not the property owner, then the applicant must present a **notarized** Property Owner Acknowledgement Form along with this application. (§ 145-81.C.6) See attached form.

**Be sure to carefully read through the application and complete all sections and provide all requested information. Any missing or incorrect information will result in delays with the application process.**

**Please read the Village of Warwick Zoning Code, Article VIII Signs §145-81 through §145-99, for information such as design criteria, illumination, prohibited signs, etc.**

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1. For signs to be located on buildings, linear frontage of the building is required 18" x 60"  
feet/inches

2. Zoning district:

\*To find your district go to: <https://villageofwarwick.org/wp-content/uploads/2018/01/zoning-map-2017-v2-090317.pdf>

3. Sign Design: a scaled drawing of the sign showing the following:

**\*For sign guidelines, please visit the Zoning Code listed above.**

- Type of sign, shape, size, and materials.
- Graphic design, including lettering, pictorial matter, and sign colors with color swatches.
- The visual message, text, copy or content of the sign.
- The method of illumination, if any, including type of lamp, wattage, and the position of lighting or other extraneous devices. A photometric plan and manufacturers cut sheets showing lighting levels and potential glare from illumination may be required in accordance with § 145-91.C. and § 145-104.B.10 of the Zoning Law.
- Landscaping, if any, including types of vegetation, location of plantings, and planting and maintenance schedule.

4. Sign Location: a plan, drawn to scale, shall be submitted showing the following:
  - a. If a freestanding sign, a full description of the placement of the proposed sign, specifically its location on the premises, its orientation, and its position in relation to adjacent buildings, structures, roads, driveways, property lines, other signs, lighting fixtures, walls, and fences.
  - b. If an awning, window, wall, or projecting sign, the placement of the proposed sign, which shall include: location on the awning, window, wall or building; the size of the awning, window, or linear footage of the building; projection from the building, if relevant; and the proposed position of the sign in relation to adjacent signs and lighting fixtures.
5. If the applicant is not the owner of the property on which the sign is to be located written permission from the property owner is required. Please refer to the Property Owner Acknowledgement Form.
6. Attach or email a typed description describing the project in detail to [planning@villageofwarwick.org](mailto:planning@villageofwarwick.org)

Permanent new signs require the approval of the Planning Board. The Planning Board, within ten (10) days of its receipt of an application for a sign permit at a regularly scheduled Planning Board meeting, shall refer the application to the Architectural and Historic District Review Board (AHDRB) for comment. The AHDRB shall review the application and provide comment to the Planning Board within thirty (30) days of its receipt of the sign application. Failure of the AHDRB to provide comment to the Planning Board within thirty (30) days shall be considered as no comment on a sign application. The Planning Board shall consider the comments of the AHDRB and the application and shall approve, approve with modifications, or deny the application and notify the Code Enforcement Officer of its decision on this matter. If the sign application is approved, the Code Enforcement Officer shall issue a sign permit within fifteen (15) days of the Planning Board's decision. §145-81.B.2

A permit issued for an approved sign shall be valid for installation and/or erection of the sign for six (6) months from the date of the permit but may be renewed within thirty (30) days prior to the expiration, for good cause shown, for an additional six (6) months, upon payment of one-half (½) of the original fee. §145-81.B.4

Any person desiring to procure a permit for a new sign shall file with the Planning Board a written application on a form prescribed by the Village, including payment of the applicable fee as outlined in Chapter 63 "Fees" of the Village of Warwick Code. §145-81.C

(For projects located within the Historic District) The certificate of no exterior effect or certificate of appropriateness required under §7-7 and §7-8 of this chapter as a condition precedent to any alteration relating to any improvement in property located within the (Historic) district. Any building or fixture located within the district or subject to the provisions of this chapter, including light fixtures, outdoor signs, and other outdoor advertising fixtures. §7-3.B

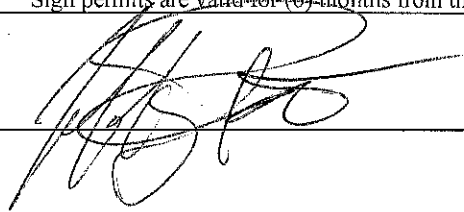
The Planning Board meets the 2<sup>nd</sup> Tuesday of the month. The AHDRB meets on the 1<sup>st</sup> Tuesday of the month.

Please carefully review your application to ensure all required information is included with submission.

**Any missing information will cause delays in the procedure.**

Sign permits are valid for (6) months from the issue date.

Applicant Signature



Date

5/31/2024



-----  
Internal Use Only

☐ Application complete as per code ☐ Property Owner Acknowledgement Form, if applicable

☐ Planning Board referred to the AHDRB via a motion on \_\_\_\_\_  
meeting date

☐ Application reviewed by the AHDRB for appropriateness on \_\_\_\_\_  
meeting date

Recommendation of AHDRB

☐ Meets aesthetics criteria

☐ Concerns (attached discussion from AHDRB)

The project is zoned within the Historic District:

☐ Yes *\*If yes and approved, the AHDRB will issue a Certificate of No Effect or of Appropriateness to be given back to the Planning Board where the application for a sign permit is to be approved, modified, or denied via motion during a regular scheduled meeting.*

☐ No *\*If no, the application will receive a review and recommendation by the AHDRB which is handed back to the Planning Board for a final decision during a regular scheduled meeting. A Certificate of No Effect or of Appropriateness is not needed.*

☐ Recommendation/Certificate presented to the Planning Board on \_\_\_\_\_  
meeting date

☐ Approved by Planning Board

☐ Approved with modifications \_\_\_\_\_

☐ Denied, reason \_\_\_\_\_

☐ Sign Permit issued by the Code Enforcement Officer, \_\_\_\_\_ on \_\_\_\_\_  
name of licensing authority date

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## VILLAGE OF WARWICK

INCORPORATED 1867

### Property Owner Acknowledgement Form (for use with sign applications)

Project Information	
Applicant Name:	<u>Jeffrey Benoit</u>
Name of Business:	<u>Pura Vida Art &amp; Music</u>
Address of Proposed Sign:	<u>5 South Street, Warwick, NY 10990</u>

Property Owners Information	
Name:	<u>CHRISTINE STARITZ - GIBBENSTAR, LLC</u>
Mailing Address:	<u>3 FORESTER AVE BOX 28</u>
Phone Number:	Alt. Phone Number
Email Address:	<u>CHRIS.STARITZ@KANDREALTY.COM</u>

I, CHRISTINE STARITZ, owner of 5 South Street,  
(printed name of property owner) (address of property)

Warwick, NY 10990, grant permission to JEFFREY BENOIT to add a new sign or to  
(printed name of applicant)

modify/relocate an existing sign located on my property.

Christine Staritz  
Signature of Owner

5/18/24  
Date

Form must be notarized.

State of New York

County of Orange

Subscribed and sworn before me this

18<sup>th</sup> day of May, 20 24  
Joan W Jados  
(signature of notary)

STAMP

**JOAN W JADOS**  
Notary Public, State of New York  
No. 01JA4849677  
Qualified in Orange County  
Commission Expires January 27 2026

This form must be completed, notarized, and presented with a New Sign Application or with an Alteration/Relocation Sign Application only if the sign applicant is not the property owner. (§ 145-81.C.6)  
Missing paperwork will cause a delay in the review process.



Name: Jeffrey Benoit

Business: Pura Vida Art

Sign Type: 1" Wooden Sign with .25" Raise letters (Font: Lato(3))

Dimensions: 1" x 60" x 16"

Background Color: Black

Lettering Color: Gold

Illumination: Existing Flood Lights on Building

Landscaping: None

Installation: Direct Mount to Building Facade

Drawing Provided: Scale 1inch = 1 foot

Additional Rendered Image Provided to Concept. Rendering is not to scale.



16"

60"



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[mayor@villageofwarwick.org](mailto:mayor@villageofwarwick.org)  
[clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org)

VILLAGE OF WARWICK  
INCORPORATED 1867

**Certificate of No Exterior Effect Application**

Architectural and Historic Review Board (AHDRB)	
Application Fee <u>\$50.00</u>	<input checked="" type="checkbox"/> Paid Check # <u>6039</u>
Applicant Information	
Name: <u>LAWRENCE &amp; PATRICIA FITZKEE</u>	Date: <u>5/20/2024</u>
Mailing Address: <u>67 COLONIAL AVE.</u>	
Phone Number: <u>917-923-6968</u> Alt. Phone Number	
Email Address: <u>LARRY.FITZKEE@GMAIL.COM</u>	
Project Information	
Business Name (if applicable)	
Project Address: <u>67 COLONIAL AVE</u>	S/B/L #
Property Owner: <u>LAWRENCE &amp; PATRICIA FITZKEE</u>	
* The certificate of no exterior effect or certificate of appropriateness required under §7-7 and §7-8 of this chapter as a condition precedent to any alteration relating to any improvement in property located within the (Historic) district.	

Be sure to carefully read through the application and complete all sections and provide all requested information. Any missing or incorrect information will result in delays with the application process.

Please read the Village of Warwick Zoning Code, Article VIII Warwick Village Historic District §145-24 through §145-24.1, for information such as criteria, procedure, exceptions, etc.  
The Zoning Code is available on the Village's website: [www.villageofwarwick.org](http://www.villageofwarwick.org)

Please read the Village of Warwick Code, Architectural and Historic District §5-1 through §5-6 and §7-1 through §7-14. The Village of Warwick Code is available on the Village's website: [www.villageofwarwick.org](http://www.villageofwarwick.org)

The following information must be included with the application:

1. A typed letter addressed to the Architectural and Historic Review Board describing the intent of the project, please be sure to include details such as exterior aesthetic renovations, additions, and changes.
2. Include (if applicable) renderings such as site plans, examples of paint/stain colors, roofing, siding, windows/trim, chimneys, fencing, retaining walls, lighting, landscaping, paving, walkways, porches/decks, steps and any other exterior designs elements and materials.
  - a. If the project includes renderings or sight plans, please include (4) four paper copies as well as an electronic copy in the form of a PDF.

Completed applications along with all required paperwork can be dropped off or mailed to Village Hall, Attn. Building/Planning Department, P.O. Box 369, 77 Main Street, Warwick, NY 10990 and/or emailed to: [planning@villageofwarwick.org](mailto:planning@villageofwarwick.org)