

**ARCHITECTURAL AND HISTORIC DISTRICT REVIEW BOARD
VILLAGE OF WARWICK
MAY 5, 2026
AGENDA**

**LOCATION:
VILLAGE HALL
77 MAIN STREET, WARWICK, NY
5:00 P.M.**

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

1. Introduction by Chair Michael Bertolini.

2. Acceptance of Minutes: April 7, 2026

The vote on the foregoing motion was as follows:

Michael Bertolini _____ Chris DeHaan _____ Jane Glazman _____

Matthew LoPinto _____ Glenn Rhein _____

1. **7 West Street – Ste. 2R, Our House Real Estate Group; Karen Gauvin**

Seeking approval of Certificate of No Exterior Effect & Alt. of New Permanent Sign

2. **7 West Street – Sienna’s Sweet Little Thing Boutique; Dana Denise**

Seeking approval of Certificate of No Exterior Effect & New Permanent Sign

3. **31 Welling Place – G&T Auto Parts of Warwick; Katie Kobylaski**

Seeking approval of Certificate of No Exterior Effect

4. **15 Clinton Ave – Larissa Wilberschied and Ed Parsons**

Seeking approval of Certificate of No Exterior Effect

5. **21 Oakland Ave; Julia Jeong**

Seeking approval of Certificate of No Exterior Effect & New Permanent Sign

6. **25 Main St.; Dana and Ray Micelle; Sweet D’s**

Seeking approval of Certificate of No Exterior Effect

Adjournment



VILLAGE OF WARWICK
INCORPORATED 1867

Date Submitted: 4/17/20

ORIGINAL

SIGN APPLICATION TO BE APPROVED BY BUILDING INSPECTOR

Project Name: OUR HOUSE REAL ESTATE GROUP
Address: 7 WEST ST SUITE 2A

Sign Design is Approved:

1. Zoning District: CB-CENTRAL BUSINESS
2. Sign Type: PROJECTING SIGN
3. Size: OK 145-81 D.5.a
4. Design: OK 145-81 J.2.d
5. Lettering Percentage: LOGO INCLUDING WORDING EXCEEDS 60% OF SIGN AREA 145-81 J.3.b EXCEEDS 5 WORDS 145-81 J.3.c
6. Location of Sign: OK
7. Illumination: EXISTING LIGHT FIXTURE SHALL COMPLY WITH 145-81 H.1

COMMENTS: BOTTOM OF SIGN SHALL BE MINIMUM 8 FEET FROM GROUND 145-81 D.5.c

Boris Rudzinski, Building Inspector: [Signature] 4/21/2020

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwickny.gov



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Property Owner Acknowledgement Form (for use with sign applications)

Project Information

Applicant Name: Karen Gauvin

Name of Business: Our House Real Estate Group

Address of Proposed Sign: 7 West St. Warwick, NY 10990

Property Owners Information

Name: Ben Schneberg

Mailing Address: 7 West St # 2R

Phone Number: ~~908-818-8117~~ Alt. Phone Number _____

Email Address: ~~ben@ourhouse.com~~

I, Ben Schneberg, owner of 7 West,
(printed name of property owner) (address of property)

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

modify/relocate an existing sign located on my property.

[Signature]
Signature of Owner

4/17/26
Date

Form must be notarized.

State of NJ

Subscribed and sworn before me this

County of Orange

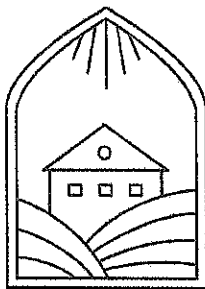
17 day of April, 20 26

KRISTIN A. BIALOSKY
A Notary Public of New Jersey
ID# 50208896
My Commission Expires April 10, 2028

[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.



OUR HOUSE
REAL ESTATE GROUP

4/8/26

Village of Warwick
77 Main St
Warwick, NY 10990

RE: New Permanent Sign Application

Dear Planning Board,

Attached you will find an application for an outdoor business sign.

Sign specs:

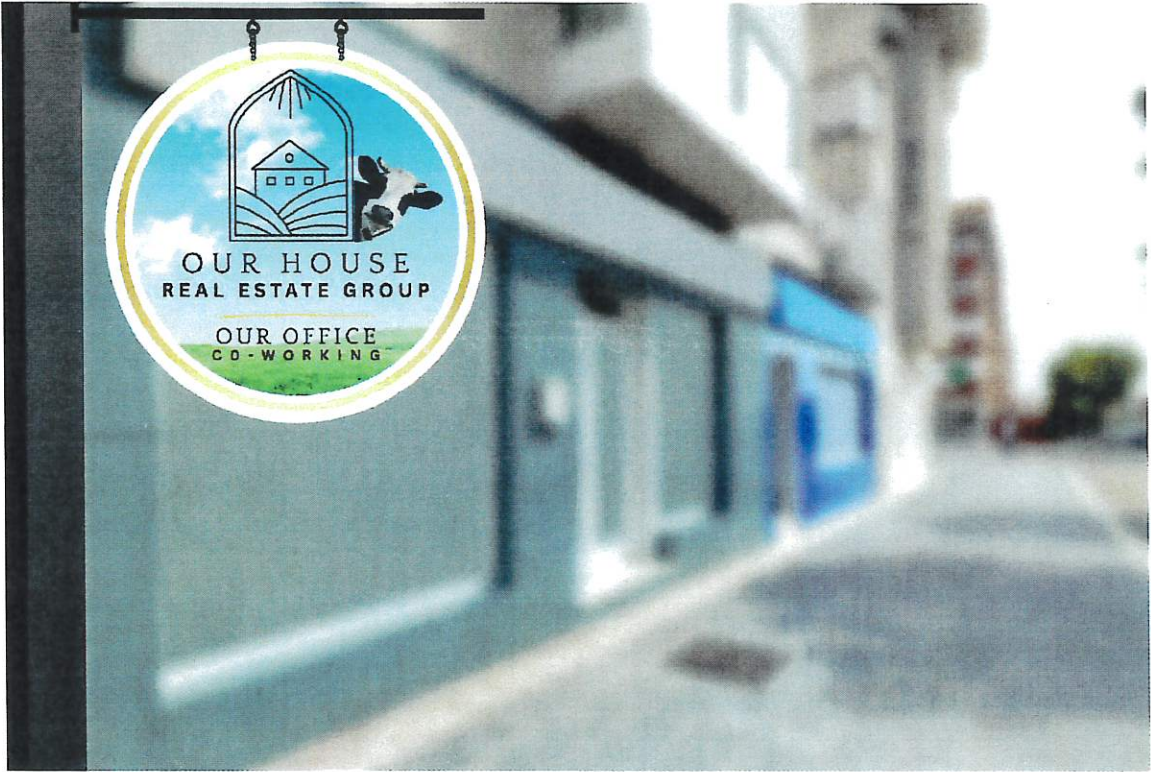
- Sign type: Blade sign double sided
- Shape: Round
- Size: 28'
- Material: metal
- Visual Message: Our House Real Estate Group, Our Office Co-Working (see attached image)
- Method of illumination: existing light fixture, as mounted on building
- Sign location: hanging from existing sign fixture, facing either side of West St

If I can provide any other information, please contact me at your convenience.

Sincerely,

Karen Gauvin

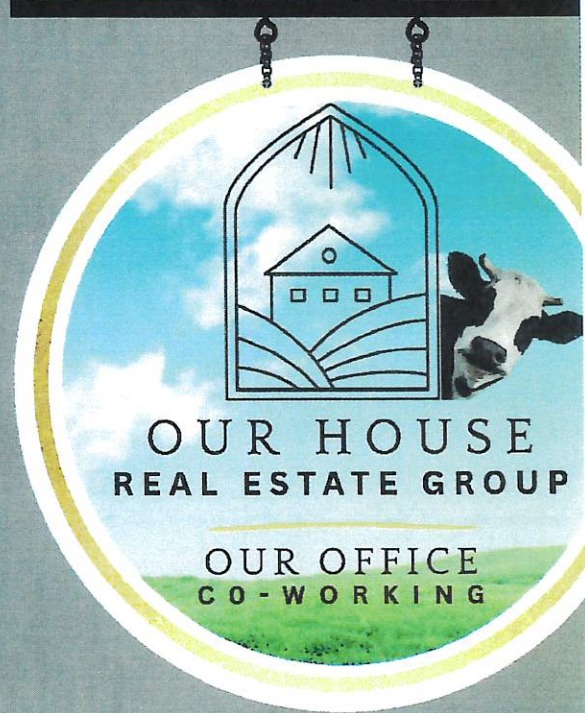
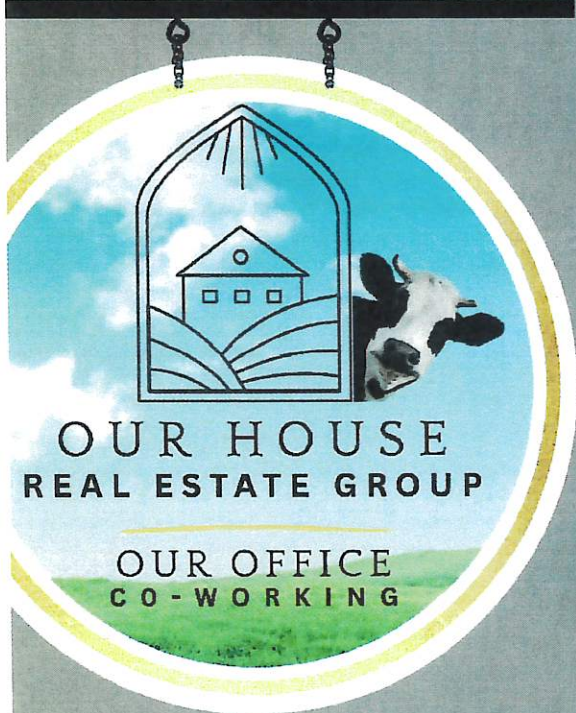
NYS Licensed Broker & Owner
OUR HOUSE Real Estate Group, LLC



2D Blade Sign

31 in

31 in



28 in

28 in

28 in

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwickny.gov



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$75.00

Paid Check # 212

Applicant Information	Date _____
Name: <u>Karen Gauvin</u>	
Mailing Address: <u>7 West St. 2nd Floor Warwick, NY 10990</u>	
Phone Number: <u>845 705 8000</u> Alt. Phone Number _____	
Email Address: <u>Karen.gauvin@realtor.com</u> <u>karen.gauvin@ gmail .com</u>	

Project Information
Business Name (if applicable) <u>Our House Real Estate Group</u>
Project Address: <u>7 West St. Warwick, NY</u> S/B/L # <u>335405/7/7</u>
Property Owner: _____
<small>* 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.</small>

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.villageofwarwickny.gov

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.villageofwarwickny.gov

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

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 1st 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

K. J. Cain

Date

4/8/26

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



\$150.00

(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

New Permanent Sign Application

Application Fee \$75.00

Paid Check # 212

Project Information	Date: _____
Applicant Name: <u>Karen Gauvin</u>	
Name of Business: <u>Our House Real Estate Group</u>	
Project Location: <u>7 West St. Warwick, NY</u> S/B/L # <u>335405/7/7</u>	
Mailing Address: <u>7 West St, 2nd Floor Warwick, NY 10990</u>	
Phone Number: _____	Alt. Phone Number: _____
Email Address: _____	
I, the applicant, am the property owner of the project location	
<input type="checkbox"/> Yes, _____	Date: _____
<small>owner's signature</small>	
<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.villageofwarwickny.org

1. For signs to be located on buildings, linear frontage of the building is required 26 feet
feet/inches

2. Zoning district: Central Business
*To find your district go to: <https://villageofwarwickny.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.

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

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

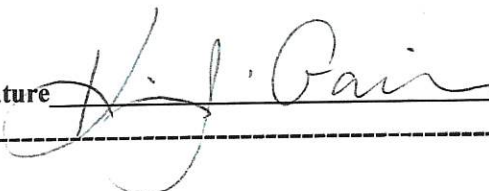
The Planning Board meets the 2nd Tuesday of the month. The AHDRB meets on the 1st Tuesday of the month.

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

4/8/26



VILLAGE OF WARWICK
INCORPORATED 1867

Date Submitted: 4/13/24

ORIGINAL

SIGN APPLICATION TO BE APPROVED BY BUILDING INSPECTOR

Project Name: SIEMMA'S SWEET LITTLE THING BOUTIQUE

Address: 7 WEST ST SUITE 1 F

Sign Design is Approved:

1. Zoning District: CB - CENTRAL BUSINESS

2. Sign Type: WINDOWS SIGN

3. Size: MAY EXCEED 25% OF WINDOW COVERAGE 145-81 D.5.h


4. Design: COTTON CANDY PINK COLOR MAYBE FLOURESCENT 145-81 J.3.d

5. Lettering Percentage: OK 145-81 J.3.b

6. Location of Sign: OK 145-81 D.5.h

7. Illumination: NO ILLUMINATION PROPOSED

COMMENTS: _____

Boris Rudzinski, Building Inspector:  4/15/2026



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benjaminmoore.com

Cotton Candy 1268 | Benjamin Moore

A cheerful pastel pink with personality to spare.

Benjamin Moore

Comments

Add a comment



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Danielle Fincher

20 Pins · 9y



Walls

Gabi

15 Pins · 6y



COLOR

LDMdesignsCo

55 Pins · 8y



Sponsored



First Light 2102-70 | Benjamin Moore

Benjamin Moore



BEHR MARQUEE 1 qt. #160A-1...

The Home Depot



Meet Cute

CLARE





VILLAGE OF WARWICK

INCORPORATED 1867

Alteration/Relocation of a Permanent Sign Application

Application Fee \$75.00

Paid Check # 75-147

Project Information	Date: <u>2/2/20</u>
Applicant Name: <u>Dana Denise</u>	
Name of Business: <u>Sienna's Sweet Little Things Boutique</u>	
Project Location: <u>7 West Street Warwick NY 10990</u>	Warwick, New York 10990
Mailing Address: _____	
Phone Number: _____	Alt. Phone Number: _____
Email Address: <u>sienna@siennasweet.com</u>	
I, the applicant, am the property owner of the project location	
<input type="checkbox"/> Yes, _____	Date: <u>2/2/20</u>
owner's signature	
<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)</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.villageofwarwickny.gov

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://villageofwarwickny.gov/wp-content/uploads/2018/01/zoning-map-2017-v2-090317.pdf>

a. The project is zoned within the Historic District: Yes No

*Please use the following link to see the Historic District boundaries:

https://villageofwarwickny.gov/postings/compplan/fig4--historic_district.pdf

**For projects located within the Historic District, A Certificate of No Effect or of Appropriateness is required from the Architectural Historic District Review Board (AHDRB). The review process takes place at an AHDRB regularly scheduled meeting. The Alteration/Relocation of a permanent sign within the Historic District does not need to be presented before the Planning Board. §7-3B.*

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

The Code Enforcement Officer shall determine that the sign will meet the criteria in §145-81.D and §145-81.J. If, in the judgment of the Code Enforcement Officer, sufficient doubt exists as to whether the application can comply with the design criteria, referral shall be made to the Planning Board within ten (10) days of receipt of the application at a regularly scheduled Planning Board meeting. §145-81.B.3

The Planning Board, within ten (10) days of its receipt of an application at a regularly scheduled Planning Board meeting, for a permanent sign alteration or relocation, shall refer the application to the Architectural Historic District Review Board (AHDRB) for comment. §145-81.B.3

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 shall then consider the design criteria §145-81.B.3

(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

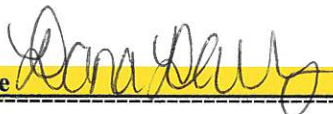
The Planning Board meets the 2nd Tuesday of the month. The AHDRB meets on the 1st Tuesday of the month.

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

2/2/26

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwickny.gov



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FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

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

Project Information
Applicant Name: Dana Denise
Name of Business: Sienna's Sweet Little Things Boutique
Address of Proposed Sign: 7 West Street Warwick NY 10990

Property Owners Information
Name: X BEN SCHNEEBERG 7 WEST WARWICK L.S.
Mailing Address: X 7 WEST ST, WARWICK NY 10990
Phone Number: 717 Home Number X 717
Email Address: _____

I, Ben Schneeborg, owner of 7 WEST ST warwick,
(printed name of property owner) (address of property)

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

modify/relocate an existing sign located on my property.

[Signature]
Signature of Owner

X 2/2/26
Date

Form must be notarized.

State of Orange
County of NY

Subscribed and sworn before me this
_____ day of February, 2026

[Signature]
KRISTIN A. BIALOSKY
A Notary Public of New Jersey
ID# 50208896
My Commission Expires April 10, 2028

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)
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mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$75.00

Paid Check # 148

Applicant Information	Date <u>2/2/20</u>
Name: <u>Dana Denise</u>	
Mailing Address: <u>7 West St Warwick NY 10990</u>	
Phone Number: <u>518-514-0420</u> Alt. Phone Number _____	
Email Address: <u>Sien@gmail.com</u>	

Project Information
Business Name (if applicable) _____
Project Address: _____ S/B/L # _____
Property Owner: _____
<small>* 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.</small>

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www.villageofwarwickny.gov

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.
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§ 7-6. Regulation of alterations.

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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 1st 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



Date

2/2/20



A - Benjamin Moore: PM-2
B - Benjamin Moore: Cotton Candy Pink 1268

C - BM 2046-70 Light Mint
D - BM 2000-50 Divertare

E - 189 magan Mill Gold





VELLVETTE
BOUTIQUE

VELLVETTE
BOUTIQUE
OPEN



April 3, 2026

To the Village of Warwick Architectural and Historic Review Board,

I, Katie Kobylaski, am requesting approval to make improvements to the exterior of the building in which my business, G&T Auto Parts of Warwick, NY, operates, located at 31 Welling Place in the village of Warwick.

The scope of the project is as follows:

- replacing the front exterior siding with new James Hardie 16" board and batten siding, painted in the historical color "Charleston Brown" by Benjamin Moore
- removing the current flower box
- adding window flower boxes to the two front windows
- replacing any missing or broken vinyl siding on the remaining three sides of the exterior
- replacing the small wooden retaining wall on the left front of the building

Please see the attached digital rendering of the proposed renovations. Thank you for your time and consideration.

Sincerely,



Katie Kobylaski

President
G&T Auto Parts of Warwick, NY
31 Welling Place
Warwick, NY 10990
(845) 986-2097

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwickny.gov



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK INCORPORATED 1867

Property Owner Acknowledgement Form (for use with sign applications)

Project Information
 Applicant Name: Katie Kobylaski
 Name of Business: G&J Auto Parts
 Address of Proposed Sign: 31 Welling Place, Warwick, NY 10990

Property Owners Information
 Name: KENT LLC Thomas Kobylaski, member
 Mailing Address: 191 Jessup Rd, Warwick, NY 10990
 Phone Number: --- Alt. Phone Number 845----
 Email Address: --- hotmail.com

I, Thomas Kobylaski, owner of 31 Welling Place,
(printed name of property owner) (address of property)

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

modify/relocate an existing sign located on my property.

[Signature]
Signature of Owner

4/2/2026
Date

Form must be notarized.

State of New York
County of Orange

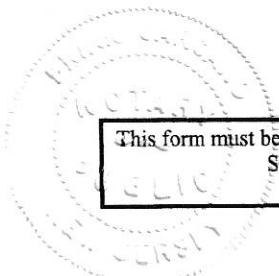
Subscribed and sworn before me this

2nd day of April, 2026

[Signature]
(signature of notary)

BRIAN GARGANO
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires May 23, 2027

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.



VILLAGE OF WARWICK
INCORPORATED 1867

Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$75.00 ✓

Paid Check # 4106

Applicant Information	Date <u>4/3/26</u>
Name: <u>Kate Kobylaski</u>	
Mailing Address: <u>31 Welling Place Warwick, NY 10990</u>	
Phone Number: <u>845-986-</u>	Alt. Phone Number <u>845-</u> <u>12</u>
Email Address: <u>warwi</u>	<u>ja@gmail.com</u>

Project Information
Business Name (if applicable) <u>G&T Auto Parts</u>
Project Address: <u>31 Welling Place, Warwick, NY, 10990</u> S/B/L # <u>202-5-24</u>
Property Owner: <u>KENT LLC Thomas Kobylaski, member</u>
<small>* 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.</small>

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.villageofwarwickny.gov

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.villageofwarwickny.gov

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.







VILLAGE OF WARWICK

INCORPORATED 1867

Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$75.00

Paid Check # 1250

Applicant Information	Date <u>4/22/26</u>
Name: <u>Edward Parsons & Larissa Wilberschiel</u>	
Mailing Address: <u>15 Clinton Ave Warwick NY</u>	
Phone Number: <u>845 24 (LW)</u> Alt. Phone Number <u>845 24 (LW)</u>	
Email Address: <u>Edward@warwickny.gov edpar@warwickny.gov</u>	

Project Information
Business Name (if applicable) _____
Project Address: <u>15 Clinton Ave</u> S/B/L # _____
Property Owner: <u>Edward Parsons & Larissa Wilberschiel</u>
<small>* 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.</small>

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.

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www.villageofwarwickny.gov

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.

April 22, 2026

Members of the Architectural and Historic Review Board:

As owners of 15 Clinton Ave., Warwick, NY 10990 we propose the following exterior project.

We propose painting and changing the colors of our house. We have selected the following Benjamin Moore colors:

Brewster Gray HC-162: Siding, front and back garage doors, back door and French doors on screened-in porch

Chalk White 2126-70: window and door trim, soffit, fascia, belly band (wood above top row of siding on second floor), porch posts, railings and ceiling, frames of screens on screened-in wrap-around porch, rear door at back of house onto deck. Note: White has been chosen in order to allow the white gutters and downspouts on porch columns to blend in.

Gray Timber Wolf 2126-50: porch floor, front and back stairs of screened-in wrap-around porch

Black HC-190: grates under screened-in wrap-around porch, Bilco door in back of house

We also propose removing all existing shutters. Many of the shutters have fallen off of the house, fallen apart, or are in other stages of disrepair. They are hazardous in windy conditions.

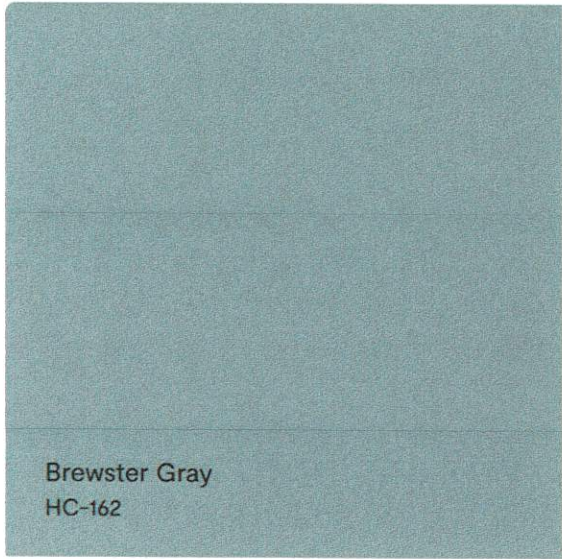
We feel that the selected paint colors, and application of a contrasting color to the window frames will enhance the appearance of our home and be appropriate to the neighborhood's historic character.

We are providing screenshots of the selected colors and photos of the current exterior of our home.

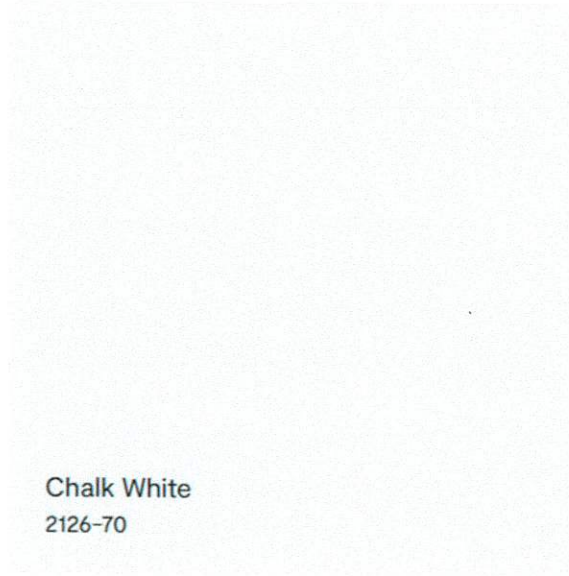
Thank you for your consideration,

Edward Parsons and Larissa Wilberschied (homeowners)

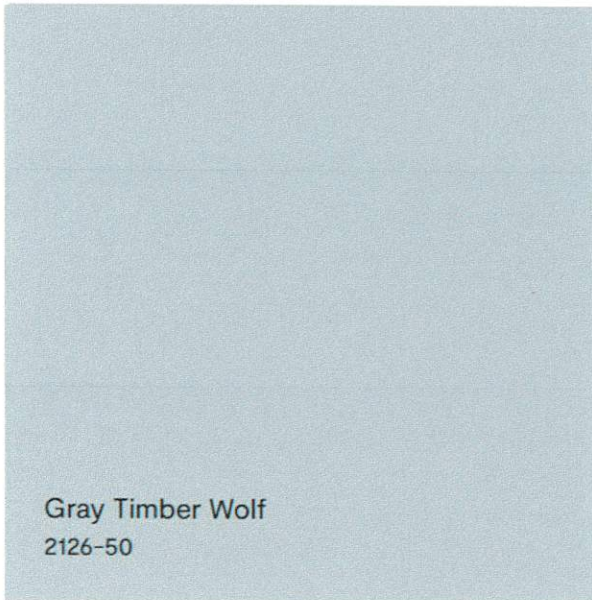
Siding/garage door



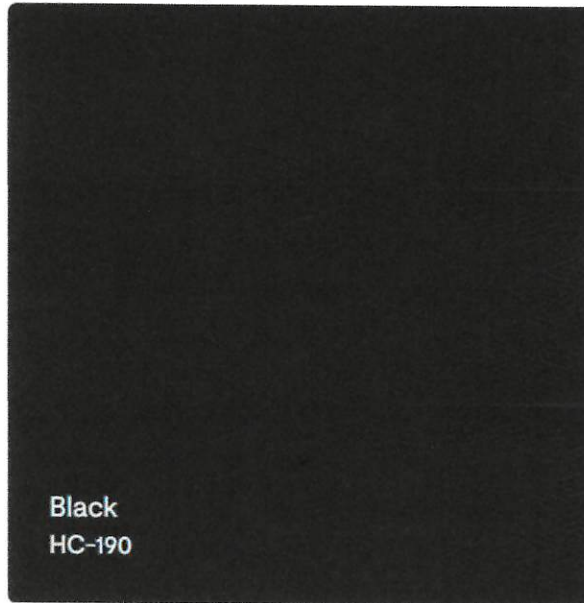
Window and door trim, soffit, fascia, belly band (wood above top row of siding on second floor), porch posts, railings and ceiling, frames of screens on screened-in wrap-around porch, rear door at back of house onto deck.



Porch floor/steps



Grates under porch, Bilco door in back of house



Front of house



left side of house



Right side of house

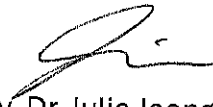


Rear of house



Dear Architectural and Historic Review Board:

I am replacing the sign for Family Orthodontics at 21 Oakland Ave. Warwick. Dr. Jung has retired and I took over the office to continue taking care of the patients. The sign is exactly same size and is going to be at the same spot, replacing the current blue sign. Thank you.

A handwritten signature in black ink, appearing to read 'J. Jeong', with a stylized flourish at the end.

Sincerely, Dr. Julia Jeong

4/25/26



VILLAGE OF WARWICK

INCORPORATED 1867

Alteration/Relocation of a Permanent Sign Application

Application Fee \$75.00

Paid Check # _____

Project Information	Date: <u>4/26/2026</u>
Applicant Name: <u>Julra Jeong</u>	
Name of Business: <u>Family Orthodontics</u>	
Project Location: <u>21 Oakland Ave</u>	Warwick, New York 10990
Mailing Address: <u>51 Cameron Dr Upper Saddle River, NJ 07458</u>	
Phone Number: <u>502-305-4341</u>	Alt. Phone Number: _____
Email Address: <u>JulraJeong@familyortho.com</u>	
I, the applicant, am the property owner of the project location	
<input checked="" type="checkbox"/> Yes, _____	Date: <u>4/25/26</u>
owner's signature	
<input type="checkbox"/> 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)	

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.villageofwarwickny.gov

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

2. Zoning district: Central Business Limited office overlay

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

a. The project is zoned within the Historic District: Yes No

*Please use the following link to see the Historic District boundaries:

https://villageofwarwickny.gov/postings/compplan/fig4--historic_district.pdf

**For projects located within the Historic District, A Certificate of No Effect or of Appropriateness is required from the Architectural Historic District Review Board (AHDRB). The review process takes place at an AHDRB regularly scheduled meeting. The Alteration/Relocation of a permanent sign within the Historic District does not need to be presented before the Planning Board. §7-3B.*

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

The Code Enforcement Officer shall determine that the sign will meet the criteria in §145-81.D and §145-81.J. If, in the judgment of the Code Enforcement Officer, sufficient doubt exists as to whether the application can comply with the design criteria, referral shall be made to the Planning Board within ten (10) days of receipt of the application at a regularly scheduled Planning Board meeting. §145-81.B.3

The Planning Board, within ten (10) days of its receipt of an application at a regularly scheduled Planning Board meeting, for a permanent sign alteration or relocation, shall refer the application to the Architectural Historic District Review Board (AHDRB) for comment. §145-81.B.3

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 shall then consider the design criteria §145-81.B.3

(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

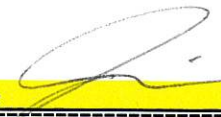
The Planning Board meets the 2nd Tuesday of the month. The AHDRB meets on the 1st Tuesday of the month.

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

4/26/26



VILLAGE OF WARWICK

INCORPORATED 1867

Certificate of No Exterior Effect Application

Architectural and Historic Review Board (AHDRB)

Application Fee \$75.00

Paid Check # 1049

Applicant Information	Date <u>4/25/26</u>
Name: <u>Julia Jeong</u>	
Mailing Address: <u>51 Cinnamon Dr Upper Saddle River, NJ 07458</u>	
Phone Number: <u>562-305-4340</u>	Alt. Phone Number _____
Email Address: <u>juliajeong@jjeong.com</u>	

Project Information
Business Name (if applicable) <u>Family Orthodontics</u>
Project Address: <u>21 Oakland Ave Warwick, NY 10990</u> S/B/L # _____
Property Owner: <u>Julia Jeong (JJ Properties W LLC)</u>
<small>* 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.</small>

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.villageofwarwickny.gov

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.villageofwarwickny.gov

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

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 1st 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



Date

4/25/26

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwickny.gov



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

Property Owner Acknowledgement Form
(for use with sign applications)

Project Information
Applicant Name: Julia Jeong
Name of Business: Family Orthodontics
Address of Proposed Sign: 21 Oakland Ave. Warwick, NY 10990

Property Owners Information
Name: JJ Properties W LLC
Mailing Address: 51 Cinnamon Dr Upper Saddle River, NJ 07458
Phone Number: ~~602 305 4341~~ Alt. Phone Number _____
Email Address: JuliaJeong@familyortho.com

I, Julia Jeong, owner of 21 Oakland Ave. Warwick, NY,
(printed name of property owner) (address of property)

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

modify/relocate an existing sign located on my property.

[Signature]
Signature of Owner

4/25/26
Date

Form must be notarized.

State of New Jersey

County of Bergen

Subscribed and sworn before me this

25th day of April, 2026

[Signature]
(signature of notary)

STAMP

CAMILO A DICKSON
Notary Public, State of New Jersey
Comm. # 50242380
My Commission Expires 2/14/2031

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.

FAMILY
Orthodontics



Dr. H. Jung

845-754-2900

www.orthobite.com

existing sign

40961

CUSTOMER: Family Orthodontics

DATE: 4/22/26

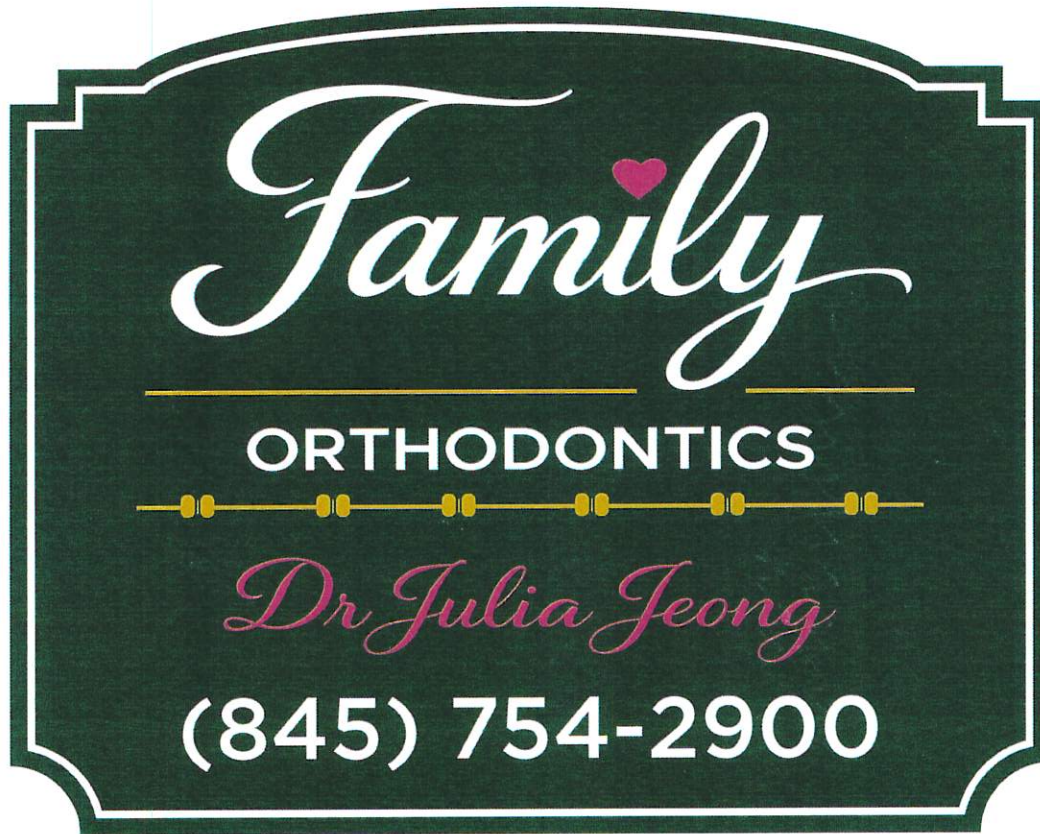
DESIGNER: Kristin

DESCRIPTION: New Sign For Existing Posts - Warwick Office

This drawing is the property of FASTSIGNS® Upper Saddle River. The borrower agrees it shall not be produced, copied or disposed of directly or indirectly, nor used for any purpose without permission from FASTSIGNS®

New Sign Face

59.5" x 47.5" • Qty 1 • 6mm MaxMetal • Double Sided



Please Note That This Is A Low Resolution Proof And The Artwork May Appear Pixelated
 All Graphics Will Be Printed High Resolution Unless Otherwise Stated On This Proof

FASTSIGNS
 Make Your Statement™

346 Route 17 North
 Upper Saddle River
 NJ 07458

201-825-0011
 www.fastsigns.com/432
 432@fastsigns.com

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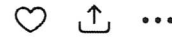
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3



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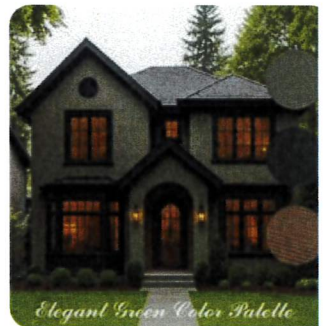
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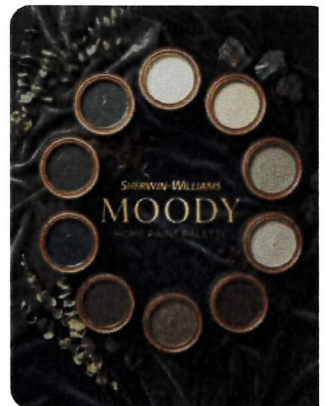
Storms in Paris



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