

Town of Pendleton

Building Department

6570 Campbell Blvd, Lockport NY 14094
716-625-8833 Ext. 115 & 114

SIGN PERMIT APPLICATION

FEE: \$25.00

Jobsite Location:	Date:
Contractor/Applicant:	Phone:
Address:	
License #	Estimated Cost:
Property Owner:	Phone:
Address:	

Signage Type: Permanent Temporary

Requirements:

- A submittal of current survey or site plan showing all structures and existing signage on the property, as well as placement of the proposed new signage and proper dimensions for each sign.
- All proposed signage will need to be shown in dimensional, as well as location detail. Dimensional details are to include foundation/footer details to be utilized, all with proper dimensions. Drawings are also to show lettering and/or pictorial of lighting or other extraneous devices.

New Signage:

Building Signage: Quantity: _____ Total Sq. Ft. _____

Free-Standing/Pole Signage: Quantity: _____ Total Sq. Ft. _____

Existing Signage:

Building Signage: Quantity: _____ Total Sq. Ft. _____

Free-Standing/Pole Signage: Quantity: _____ Total Sq. Ft. _____

Current Zoning: R1 R2 CO1 CO2 LI SLI

Additional Information/Restrictions:

1. The Contractor is responsible for scheduling inspections – advance notice of 24 hours.
2. Any sign no longer performing its original function due to vacancy or other change on the premises shall be removed within one year of said condition.
3. For multiple developments, a coordinated signage plan must be submitted to the Planning Board, in addition to the application procedure.
4. All signs need to comply with section 247-53 of the Pendleton Town Code.

Applicant hereby affirms that all work shall be performed in accordance with applicable codes, regulations and manufacturer's installation instructions. Property owner is responsible to abide by the applicable codes regarding proper upkeep and maintenance of said signage including items listed above..

Applicant Signature: _____ Date: _____