



# TOWN OF CHILI

BUILDING DEPARTMENT  
3333 CHILI AVENUE, ROCHESTER, NY 14624  
PH: (585) 889-6143 FAX: (585) 889-8710



## SIGN PERMIT APPLICATION

### Location of Work

*For Official Use*

Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

Zoning Classification \_\_\_\_\_  FPO  FW  
Tax I.D. # \_\_\_\_\_

### Sign Permit Requirements

To obtain a sign permit, the following information is required to be submitted to the Building Department for review:

- Colored rendering of the proposed sign(s) showing different dimensions and wording.
- If building mounted sign:
  - Submit elevation of building showing width of space occupied by the business and location for the sign on building.
- If freestanding (monument) sign:
  - Submit a copy of the survey map or site plan with indication and location of sign and distance from front line.
  - Not if sign is single faced or double faced.
  - Height of sign
  - Submit a copy of approval from the Architectural Advisory Committee

### Property Owner Information

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

\*New York State Requires that the Town has on file a current certificate of insurance for both general liability and worker's compensation for the entity performing work prior to issuance of any building/plumbing permit\*

### Contractor Information

Company Name \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

Description of work: \_\_\_\_\_  
\_\_\_\_\_

Estimated cost/value of project \$ \_\_\_\_\_

- Have you read Chapter 500, Section 500-44 to 500-53 in the Town of Chili of Code Book? Yes/No
- Are there any other sign realting to the business on the property? Yes/No  
(If YES Please describe):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owner/Reps. Signature \_\_\_\_\_ Date \_\_\_\_\_

### Electrical Inspections

If the sign is illuminated, an electrical inspection will be required by one of the following agencies:

Middle Dept. Insp. Agency  
460 State street  
Rochester, NY 14608  
(585) 454-5191

New York Elec. Insp. Agency  
2767 Dewey Avenue  
Rochester, NY 14616  
(585) 436-4460

For Official Use

Permit # \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_  
Code Enforcement Officer

**Called for pickup**

Date \_\_\_\_\_ Notes \_\_\_\_\_

Homeowner  Contractor  Plumber

**Paid**

Date \_\_\_\_\_ Receipt # \_\_\_\_\_

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