



SIGN SITE PLAN APPLICATION

Sign site plan approval from the Planning Board is required for the following types of signs:

- (1) Signs proposed on new construction.
- (2) Applications involving any structure or site that proposes more than two signs.
- (3) Ground Signs.
- (4) Directory Signs.

For a complete explanation of procedure, please refer to:

Village of Fairport, NY Code

Chapter 408: Signs

<https://ecode360.com/10644641>



VILLAGE OF FAIRPORT
SIGN SITE PLAN APPLICATION

Address of proposed signs:

Applicant's Name: _____

Mailing Address: _____

Telephone: _____

Email: _____

Owner Name & Contact Information: _____

Please provide the following information:

1. Instrument survey of the property indicating the position and setbacks of any free standing sign(s).
2. A drawing showing construction details of the sign, lettering size and font with color and the proposed lighting.
3. A location plan drawn to scale showing the position of the sign on any building or structure, including building elevation.
4. Identification of all signs existing on the parcel.

Date

Applicant's Signature

Date

Property Owner's Signature

Fee (\$40.00 + \$5.00 per sign) \$ _____

Date Paid _____



Statement of Applicant and Owner with Respect to Reimbursement of Professional and Consulting Fees

In conjunction with an application made to the Village of Fairport, the undersigned states, represents and warrants the following:

1. I/We am/are the applicant and/or owner with respect to an application to the Village of Fairport.
2. I/We have been advised of, are aware of and understand the obligation to reimburse the Village of Fairport for consulting and professional fees incurred in relation to my/our application(s), all in accordance with the Village of Fairport Consultant Fee Reimbursement Law.
3. I/We understand that this obligation shall not be dependent upon the approval or success of the application.

Owner: _____

Signature: _____

Dated: _____

Applicant (if different from Owner): _____

Signature: _____

Dated: _____