



Town of Henrietta

Office of Building and Fire Prevention

475 Calkins Road
Henrietta, New York 14467

AHogan@Henrietta.org
Questions call 585-444-2263
Fax # 585-321-6093

SIGN PERMIT APPLICATION

LOCATION	Project Name _____			Application Date _____	
	Address _____			Tax Account # _____	
	Property Owner _____				
CONTACT INFO	Contact Name _____				
	Address _____				
	City _____	State _____	Zip Code _____		
	Telephone _____	Fax _____	E-Mail _____		
SIGN APPLICANT	Name _____				
	Address _____				
	City _____	State _____	Zip Code _____		
	Telephone _____	Fax _____	E-Mail _____		
SIGN CONTRACTOR	Name _____				
	Address _____				
	City _____	State _____	Zip Code _____		
	Telephone _____	Fax _____	E-Mail _____		
SIGN TYPE	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary Start Date _____ End Date _____				
	<input type="checkbox"/> Wall <input type="checkbox"/> Pole <input type="checkbox"/> Window <input type="checkbox"/> Banner <input type="checkbox"/> Single Faced <input type="checkbox"/> Illuminated				
	<input type="checkbox"/> Ground <input type="checkbox"/> Freestanding <input type="checkbox"/> Marquee <input type="checkbox"/> Projecting <input type="checkbox"/> Double Faced <input type="checkbox"/> Non-Illuminated				
SIGN SIZE		POLE SIGN	WALL	ADDITIONAL	ADDITIONAL
	Length				
	Width				
	Sq. Ft.				
	Total Area				
	Sign to Read				
BUILDING	Building Frontage _____	Sq. Ft.	Total Area of Existing Sign(s) _____	Sq. Ft.	
	Sign Height from Grade _____	Sq. Ft.	Proposed Sign Area _____	Sq. Ft.	
	Total Sign Area Allowed for Lot _____	Sq. Ft.	Area of Signage Remaining _____	Sq. Ft.	

I hereby certify that the proposed work is authorized by the owner of record, ***and for realty signs only, I have supplied written authorization.*** I have been authorized by the owner to make this application as his/her agent and we agree to conform to all applicable laws of the Town of Henrietta. All information submitted on this application is accurate to the best of my knowledge.

Print Name _____

Applicant Signature _____ Date _____

- Official Use Only -

Date Received _____	Permit Number _____	Reviewed By _____	Date Approved _____
---------------------	---------------------	-------------------	---------------------