

Village of Williamsville



716-632-4120
FAX: 716-632-6009
www.village.williamsville.ny.us

5565 Main Street
Williamsville, New York 14221

Temporary Sign Permit Application Supplemental Form

Part I: Allowable Temporary Signs

Application for such permit may be granted only to the owner of the property on behalf of the following:

1. A charitable or not-for-profit educational, professional or service organization
2. A newly established or located business establishment awaiting the approval of a permanent sign permit
3. An existing business which has lost the use of an earlier, legal, existing sign by reason of accident or other unanticipated event beyond the control of the owner of the business.
4. A newly constructed multiple residence or commercial development, other than two-family, announcing the availability of leases or sales
5. Political signs. The application for such permit shall be signed by the chairperson of the political party sponsoring the candidate or personally by the candidate.

Part II: Temporary Sign Requirements

1. Size: The size shall not be greater than nine (9) square feet
2. Sign shall not be erected on any public property, including the right-of-way, or no part of the sign shall be closer than either five (5) feet from the inner edge of the public sidewalk or fifteen (15) feet from the inner edge of the public roadway, whichever is greater.
3. Describe the manner in which the proposed sign is to be erected: _____

4. The permit may be extended ***once*** for an added period not to exceed thirty (30) days upon written application setting forth the special circumstances requiring the extension. An additional fee shall be charged if an extension is granted

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Temporary Sign Permit Expiration Date: Sign shall be displayed for a period not to exceed thirty (30) days and must be removed by the property owner within seven (7) days after the event

(Signature) _____

Date: _____

DO NOT WRITE BELOW THIS LINE – OFFICIAL USE ONLY

Application Approved Date: _____

Permit Number: _____

Permit issued by: _____

Date: _____

Code Enforcement Official

Permit Expiration Date: _____

Permit valid when approved and paid for. Fee: _____

Receipt Number: _____

Application Denied

Code Enforcement Official: _____

Date: _____

Notes: _____
