

VILLAGE OF VICTOR  
Ontario County, New York

**PORTABLE SIGN PERMIT APPLICATION**

- (a) Portable signs shall be displayed only during business hours.
- (b) Such signs shall be situated on the property of the business.
- (c) Portable signs shall not obstruct pedestrian traffic.
- (d) Portable signs shall be similar to existing portable signs, 24 inches wide and 42 inches high when closed.
- (e) Portable signs shall be consistent in form, color, lettering and design with existing signs on the building.
- (f) One portable sign is permitted per tax parcel, regardless of number of businesses.
- (g) The owner of the sign shall keep on file with the Village a certificate of liability insurance with limits of at least \$500,000. Additionally, a hold harmless agreement, as provided by the Village, shall be executed with the Village prior to review by the Planning Board.

**This application is to be filled in by ink (Please Print) or typewritten**

Proposed Site of Sign: \_\_\_\_\_

Organization/Business: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Phone # \_\_\_\_\_

Alternate Phone# \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

\_\_\_\_\_

Applicant Email Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

\_\_\_\_\_

Owner's Phone# \_\_\_\_\_

Location: Submit a Survey Map showing location of sign, all buildings, together with dimensions from property lines related to the street right-of-way, house number, street name and lot description.

Size of Sign: \_\_\_\_\_

Color of Sign: submit detailed drawing of sign including but not limited to the following information: Lettering and/or pictorial matter composing the sign, color of sign, construction materials and size of the sign.

**APPLICATION IS HEREBY MADE TO THE CODE ENFORCEMENT OFFICER FOR THE ISSUANCE OF A PERMIT, PURSUANT TO THE ZONING CODE OF THE VILLAGE OF VICTOR FOR THE CONSTRUCTION AND ERECTION OF A TEMPORARY SIGN, THIS APPLICATION AGREES TO COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS.**

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

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<p>Fee Paid: \$25.00</p> <p>Cash or Check # _____</p>
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\_\_\_ Hold Harmless Agreement Attached

\_\_\_ Certificate of Liability Insurance Attached

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Date: \_\_\_\_\_

Approved  
Disapproved

\_\_\_\_\_  
Code Enforcement Officer

Reason for Disapproval:

\_\_\_\_\_

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

Date Issued: \_\_\_\_\_