

Village of Williamsville

716-632-7747
FAX 716-626-4964

5565 Main Street
Williamsville, New York 14221



SIGN PERMIT APPLICATION

1. Project Location and Information

Number and Street Address: _____ SBL Number: _____

Zoning Class: _____ Building Use: _____

2. Owner Identification

Owner Name: _____

Owner Address: _____ Tel: _____ email: _____

3. Tenant Identification

Tenant Name: _____ Tel: _____ email: _____

4. Installer (Liability, Disability, Worker's Comp Insurance required)

Name: _____

Address: _____ Tel: _____ email: _____

5. Sign Description (Type, Size, Lettering Size, Materials, Color(s)): _____

6. Estimated Installation Cost \$ _____

INCLUDE SQ FT. OF SIGN.

I, _____, the above named applicant, hereby attest that I am the lawful owner of the property describe within or am the lawful agent of said owner and affirm under penalty of perjury that all statements made by me on this application are true.

(Owner/Tenant Signature) _____ Date _____

(Contractor Signature) _____ Date _____

Application Approved: _____ Date: _____ Permit No. _____

Permit issued by: _____ Date: _____ Expiration Date: _____

Fee: \$ _____

Receipt Number _____

Permit valid when approved and paid for

Application Denied: _____ Date: _____

Required Sign Permit Exhibit Checklist

A. A minimum of **fifteen (15) copies** of the following documents are required to be submitted with this application:

- _____ (1) Completed Application Form
- _____ (2) If the tenant is the permit applicant, a written consent from the building owner upon which the sign is to be installed is required
- _____ (3) Property Survey/Site Plan (Indicating sign location(s)) (as applicable)
- _____ (4) Detailed Design Drawings including:
 - _____ a. Scaled drawing of all proposed signage and affected building elevation (if applicable)
 - _____ b. Lettering and pictorial matter composing the sign
 - _____ c. Dimensions of the sign & Dimensions of sign lettering and or pictorial/graphics
 - _____ d. Color(s) of sign background, sign lettering and/or graphic
 - _____ e. Illumination information/type of lighting (if applicable)
 - _____ f. Sign material and details of sign structure and proposed mounting
- _____ (5) Color Photograph of Building

VILLAGE OF WILLIAMSVILLE
BUILDING PERMIT FEE SCHEDULE

5565 Main Street, Williamsville, NY 14221 • (716) 632-7747 • Fax (716) 626-4964
Office Hours: Monday – Friday 8:00 am to 3:00 pm

Fees approved 5/12/2014 by resolution of the Village Board of Trustees

FILING FEES - NEW BUILDING OR ADDITION ONLY (fee charged when filing plan only)

| | |
|-------------------|----------|
| Residential | \$75.00 |
| Commercial..... | \$200.00 |

BUILDING PERMIT FEES

NOTE: Minimum fee is \$50.00 for Residential applications and \$100.00 for Commercial applications.

| | |
|--|-------------------------------|
| Residential - New Buildings, Additions, Renovations, Garages, Porches..... | \$8.00 per \$1000 constr. |
| Commercial - New Buildings, Additions, Renovations..... | \$12.00 per \$1000 constr. |
| Open Decks..... | \$75.00 |
| Sheds/Utility Buildings | \$50.00 |
| Swimming Pools | |
| Above Ground..... | \$75.00 |
| In Ground..... | \$8.00 per \$1000 constr. |
| Temporary Structures/Tents | \$75.00 |
| Residential Roof Replacement..... | \$8.00 per \$1000 constr. |
| Commercial Roof Replacement..... | \$12.00 per \$1000 constr. |
| Fences | \$50.00 |
| Fireplaces/Gas Appliances (each)..... | \$50.00 |
| Other Equipment (Air Conditioners, etc.) | |
| Residential | \$50.00 |
| Commercial..... | \$12.00 per \$1000 constr. |
| Generators..... | \$75.00 |
| Not Otherwise Specified..... | \$12.00 per \$1000 constr. |
| Telecommunications..... | \$500.00 per antenna/piece |
| Curb Cut – New or Modification..... | \$100.00 |
| Demolition | \$100.00 per 1,000 sf |
| Signs – Permanent (Requires Planning Board Approval) | |
| Under 25 sq. ft. | \$100.00 |
| 25 to < 35 sq. ft. | \$200.00 |
| 5 to < 45 sq. ft. | \$250.00 |
| 45 to < 55 sq. ft. | \$300.00 |
| Over 55 sq. ft. ... | \$400.00 plus \$10/sf over 55 |
| Use Fee..... | \$10.00 per year |
| <i>Note: Use fee is in addition to permit fee and billed on a 5-year cycle; contact Building Dept. for details</i> | |
| Signs – Temporary | |
| New Business (90 day permit)..... | \$50.00 |
| Existing Business (30 day permit with up to 2 renewals) | \$30.00 |
| Banner Signs (per two week period up to 4 times per year) | \$50.00 |
| Paving/Sealing Work in Mixed Use or Commercial Districts | \$50.00 |

PLEASE NOTE:
FEES WILL AUTOMATICALLY BE DOUBLED
IF AN APPROVED PERMIT IS NOT SECURED BEFORE WORK COMMENCES!

VILLAGE OF WILLIAMSVILLE
BUILDING PERMIT FEE SCHEDULE (cont.)

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PLUMBING PERMIT FEES are in *addition* to Building Permit fees. Please see Plumbing Permit Fee Schedule

ELECTRICAL PERMITS

Electrical permits and inspections are issued and conducted through the **Town of Amherst Building Dept.**
Please contact them at 5583 Main St., Williamsville, New York 14221, (716) 631-7080

SEASONAL OUTDOOR SEATING PERMIT FEES

| | |
|---------------------|----------|
| Up to 6 Seats | \$100.00 |
| Over 6 Seats | \$200.00 |

COMMERCIAL FIRE PROTECTION EQUIPMENT FEES (*In addition to Building Permit Fees*)

NEW EQUIPMENT

| | |
|---|----------|
| Fire Alarm System | \$150.00 |
| Fire & Smoke Detection System | |
| <25 Units..... | \$150.00 |
| 25 or More Units | \$300.00 |
| Automatic Fire Extinguishing System | |
| <25 Units or single restaurant hood | \$150.00 |
| 25 or More Units or multiple restaurant hoods | \$300.00 |
| Fire Pumps or other Fire Protection Equipment | \$150.00 |

ALTERATIONS OR REPLACEMENTS

| | |
|---|----------|
| Fire Alarm Systems | \$100.00 |
| Fire & Smoke Detection System | |
| <25 Units..... | \$100.00 |
| 25 or More Units | \$200.00 |
| Fire Alarm Communicator Modifications..... | \$30.00 |
| Automatic Fire Extinguishing System | |
| <25 Units or single restaurant hood | \$100.00 |
| 25 or More Units or multiple restaurant hoods | \$200.00 |
| Fire Pumps or other Fire Protection Equipment | \$100.00 |

SITE PLAN & ARCHITECTURAL REVIEW FEES

| | |
|---|------------|
| Site Plan Review – Additions..... | \$500.00 |
| Site Plan Review – New Buildings..... | \$1,000.00 |
| Architectural Review – Additions..... | \$500.00 |
| Architectural Review – New Buildings..... | \$1,000.00 |

ZONING BOARD OF APPEALS REFERRALS

| | |
|---|----------|
| Zoning Board of Appeals Variance Application: | |
| Residential | \$100.00 |
| Commercial..... | \$150.00 |

OTHER INSPECTION/MISCELLANEOUS FEES

| | |
|--|----------|
| Zoning Conformance Certification | \$50.00 |
| School Inspection | \$125.00 |
| Requested Fire Inspections | \$75.00 |

Permit applications and forms can also be downloaded from our website at www.village.williamsville.ny.us



Village of Williamsville

Yearly Sign Fee: \$10 per year in addition to the ***Sign Application Fee***; on a sliding scale as follows, expiring in 2014 at which time a RENEWAL NOTICE will be mailed in May 2014, \$50.00 per sign.

June 2011- June 2012 \$30.00

June 2012- June 2013 \$20.00

June 2013- June 2014 \$10.00

June 2014-June 2015 \$50.00 RENEWAL Year \$50.00 fee per sign

June 2015-June 2016 \$40.00

June 2016-June 2017 \$30.00

June 2017-June 2018 \$20.00

June 2018-June 2019 \$10.00