



Town of Alden
Building Department
3311 Wende Road
Alden, New York 14004
(716) 937-6969 ext 4
Website: www.alden.erie.gov
Email: Building@erie.gov

SIGN PERMIT APPLICATION

Please attach rendering, elevation & plan drawings to scale (including landscaping)

Date: _____ Permit No.: _____

Erect a sign _____ Alter a sign _____ Move a sign _____

Sign Location: _____ Zoning District: _____

Owner of Premises: _____

Applicant Name: _____ Contractor Name: _____
Address: _____ Address: _____
City, State, Zip _____ City, State, Zip _____
Phone: _____ Phone: _____

Type of Sign: (check all that apply)

Canopy Sign _____
(attached to soffit or under fascia)

Changeable Letter Sign _____
(permanent structure; letters displays or illustrations changeable or temporary)

Fascia Sign _____
(attached flat against fascia)

Free Standing Sign _____
(monument/ground)

Temporary/Mobile Sign _____
(not permanently mounted)

Wall Sign _____
(projecting no more than 12")

Window Sign _____
(inside or facing outside to be seen from exterior)

Illuminated _____ Electric _____ LED _____ Metal _____ Wood _____

Sign Width: _____ Sign Height: _____

Sign Face Area: _____ sq. ft. Total area of both sides: _____ sq. ft.

Lower edge _____ feet above grade (2' minimum) Upper edge _____ feet above grade (8' maximum)

Sign extends _____ feet above building

Will sign obstruct any fire escape, window or door? Yes _____ No _____

Will Sign conform to all Town ordinances? Yes _____ No _____

How will sign be secured to building or ground? _____

Wording on Sign: _____

(see over)

Show location of sign on plot plan below, giving all distances to the nearest foot:

Rear

Side

Side

Street

I hereby consent to the foregoing application for a sign permit as owner of the premises:

Property Owner Signature

Address & Phone #

- ☐ Examined by Building Inspector
- ☐ Permit issued by Building Inspector
- ☐ Referred to Planning Board for Approval

Sign Review by Planning Board \$100.00

Date: _____

Annual Permit Fee \$ 50.00

Check # _____

Temporary Permit Fee \$ 20.00

Cash: _____

Amount Paid \$ _____

Approved By: _____

Date: _____

Glenn Christner, CEO