

PROJECT REVIEW CHECKLIST

Use this checklist for the following actions on private property:

- **Installation of a new sign**
- **Modifications to an existing sign**

Property Owner Name: _____
Address: _____
Phone: _____ Email: _____

Applicant
(If not property owner)
Name: _____
Address: _____
Phone: _____ Email: _____

Subject Property Address: _____
Tax Map #: _____
Applicable Subarea: State Route 332 Corridor Mixed-Use Development

Contractor Information
(if applicable)
Name: _____
Address: _____
Phone: _____ Email: _____

Is the Subject Property within 500 feet of a State or County Road or Town Boundary? (If yes, the Town may refer the application to the Ontario Planning Board.) Yes No

Is the Subject Property within 500 feet of an Agricultural District? (If yes, an Agricultural District Statement must be completed and submitted.) Yes No

Scope of Work Including total square footage of the project, if applicable:

**UPTOWN CANANDAIGUA FORM-BASED CODE
PROJECT REVIEW CHECKLIST**

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- Installation of a new sign
- Modifications to an existing sign

	Compliant / Yes	Incomplete Information	Does Not Comply / No	Not Applicable	Notes
D. SIGN STANDARDS					
Sign 1					
Is the sign(s) prohibited (see Section IV.D.6.)?					
Does the sign(s) require a permit (see Section IV.D.2.)?					
If 'yes' to above, does the sign meet all applicable regulations?					
Is the sign(s) temporary? If so, does the sign meet all requirements (see Section IV.D.5.)?					
Sign Placement (applicable to all signs)					
Sign Illumination (applicable to all signs)					
Sign Materials (applicable to all signs)					
Sign 2					
Is the sign(s) prohibited (see Section IV.D.6.)?					
Does the sign(s) require a permit (see Section IV.D.2.)?					
If 'yes' to above, does the sign meet all applicable regulations?					
Is the sign(s) temporary? If so, does the sign meet all requirements (see Section IV.D.5.)?					
Sign Placement (applicable to all signs)					
Sign Illumination (applicable to all signs)					
Sign Materials (applicable to all signs)					
Sign 3					
Is the sign(s) prohibited (see Section IV.D.6.)?					
Does the sign(s) require a permit (see Section IV.D.2.)?					
If 'yes' to above, does the sign meet all applicable regulations?					
Is the sign(s) temporary? If so, does the sign meet all requirements (see Section IV.D.5.)?					
Sign Placement (applicable to all signs)					
Sign Illumination (applicable to all signs)					
Sign Materials (applicable to all signs)					
SECTIONS V + VI					
BUILDING STANDARDS					
Signage					