

# SPENCERPORT

Someplace Special



**WELCOME to the VILLAGE of SPENCERPORT**

**A GREAT PLACE for BUSINESS !**

*New, Expanded or Relocated*

The Mayor and the Board of Trustees encourage and support community business.  
With the entire Village staff, we share your goal of meeting requirements  
to open, operate and prosper.

*“Someplace Special”*

**VILLAGE of SPENCERPORT** **HELPFUL HINTS**

## Getting Started

*Village of Spencerport Code applies* [www.vil.spencerport.ny.us](http://www.vil.spencerport.ny.us)

1) **For complete Village of Spencerport Code**, visit *Village Web Site* above

*From Home*, click on *Village Code* to [www.ecode360.com](http://www.ecode360.com)

2) *Relevant packets with information and instructions* available at *Village and Town offices*

## **Building Department** (shared services with Town of Ogden)

Which additions, changes and/or renovations require approvals and/or permits?

✓ Check with your landlord and/or the Village / Town Building Inspector

**Village Office, 27 West Avenue, Spencerport, New York 14559 (585) 352-4771**

**Town Office, 269 Ogden Center Road, Spencerport, New York 14559 (585) 617-6195**

## **Zoning Board of Appeals**

✓ Check Village of Spencerport Code

Is your business a permitted use at your location?

Is parking adequate? What is building capacity?

If not, application can be made for a variance/s (special use)

✓ Contact Monroe County Health Department (food/restaurants)

✓ Contact local Fire Inspector

## **Architectural Review/Planning Board**

Is your business located in the Architectural Review District?

✓ Check Recommended Design Guidelines (available at Village Office)

## Signage

Village of Spencerport Code applies: covers color, lighting, material, size, style, etc.

✓ Apply to Architectural Review Board (prior to sign being made)

**IMPORTANT:**

- 1. Boards meet monthly
- ✓ Check for specific dates
- 2. Prepare applications early and completely
- ✓ Check for/pay fees

**Parking** available in designated municipal lots. As in many Villages, it is limited.

- ✓ Consider customers 1st by leaving nearby spaces for their convenience
    - Department of Public Works maintains and plows municipal lots, sidewalks and streets
- Village area: 1.36 square miles; 13 miles of roads

**Recycling, Trash & Utilities (Village locations)**

- Spencerport Municipal Electric provides electric service

**Go Green:** Watch for Green Hints on electric bills; Reduce consumption = Reduce costs

- Department of Public Works offers commercial customers recycling and trash pick up
- ✓ Arrange accounts at the Village of Spencerport Office, 27 West Avenue

**Resources:**

1. Village of Spencerport [www.vil.spencerport.ny.us](http://www.vil.spencerport.ny.us) (585) 352-4771

Village Office, 27 West Avenue, Spencerport, New York 14559

Village Code, Comprehensive Plan; Department & Government Contacts

2. Town of Ogden [www.ogdenny.com](http://www.ogdenny.com)

✓ **Do you have a business plan?**

3. Small Business Development Center @ The College at Brockport (585) 395-8410

[www.brockport.edu/~smallbus/index/html](http://www.brockport.edu/~smallbus/index/html)

4. SCORE (585) 263-6473 [www.scorerochester.org](http://www.scorerochester.org)

**Support / Use LOCAL BUSINESSES**

**Services:**

- Spencerport Area Chamber of Commerce (SACC) [www.spencerportchamber.org](http://www.spencerportchamber.org) (585) 617-0200 \* 129 South Union Street, Spencerport Professional Building
- ✓ SACC various member categories
- Ogden Farmers' Library, Town of Ogden Community Center/Offices (585) 617-6181
- Ogden Senior Center, 200 South Union Street, Spencerport (585) 352-3250
- USPS Post Office, 11 Amity Street @ South Union Street, Spencerport 585-352-4322

**In Case of Emergency:**

Ogden Police Department	}	<b>ALL</b>
Spencerport Volunteer Fire Department	}	<b>911</b>
Spencerport/Gates Volunteer Ambulance	}	

Demographics: Spencerport Population 2012 = 3,593 +1.0% since 2000

Median income = \$56,984 (2011)

Median home value: \$132,455 (2011)

Source: [www.city-data.com](http://www.city-data.com)