



Development Services Sign Permit Application

Applicant's Information

- | | |
|----------------------|----------------------|
| * Name of Applicant: | * Application Date: |
| * Mailing Address: | * Phone (Daytime): |
| | Phone (Alternative): |
| * City/Province: | Phone (Cell): |
| * Postal Code: | Fax: |
| * Name of Owner: | * Phone (Daytime): |
| * Mailing Address: | Phone (Alternative): |
| | Phone (Bus): |
| * City/Province: | Fax: |
| * Postal Code: | |

Instructions: Fields that have an asterisk (*) must be provided.

Applicant Interest in property if not owner: Contractor Tenant

Property Information: "Where are you Placing the Sign?"

- * Municipal Address:

Legal Description: * Lot(s): * Block: * Plan:

Type Of Sign (Pick from each column as applicable)

- | | | | |
|-------------------------------------|--|---------------------------------|--|
| This Sign Will Be A: | Permanent Sign | Temporary/Portable Sign | |
| Freestanding/Pylon Sign | <input checked="" type="checkbox"/> Fascia | Roof | |
| Projecting/Awning Sign | Wall Sign | Mobile Home Park Signs | |
| Subdivision Marketing Signs | Billboard Signs | With Electronic Changeable Copy | |
| With Manual Changeable Copy | Rotating | With Flashing Light | |
| This Sign Will Be: | Illuminated | Non-Illuminated | |
| Dimensions of sign (as applicable): | | | |
| * Horizontal: | * Vertical: | * Depth: | * Total Height Above Ground: 3'11" + 48" |
| * Wording on Sign: | | | |

What You Need To Apply:

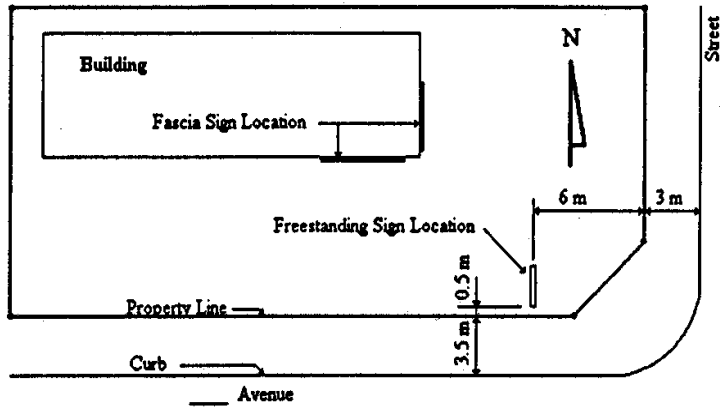
- Sign Permit Application Form Or Letter With all The Above Details
- Two (2) Copies Of Site Plan (See Next Page For What Is Required)
- Two (2) Sets Of Working Drawings (See Next Page For What Is Required)
- Photo Of Building Or Site (Draw Sign On Picture)
- Letter From The Land Owner Granting Permission To Erect The Sign
- * Sign Permit Fees

Fascia Sign Requirements

- Background Area (Shall Not Exceed 30% Of The Building Face) ~ (A x B) = Background Area
- Copy Area (Shall Not Exceed 50% Of The Sign Background Area)
- Individual Lettering (Shall Not Exceed 40% Of Signable Area of Building Facade)

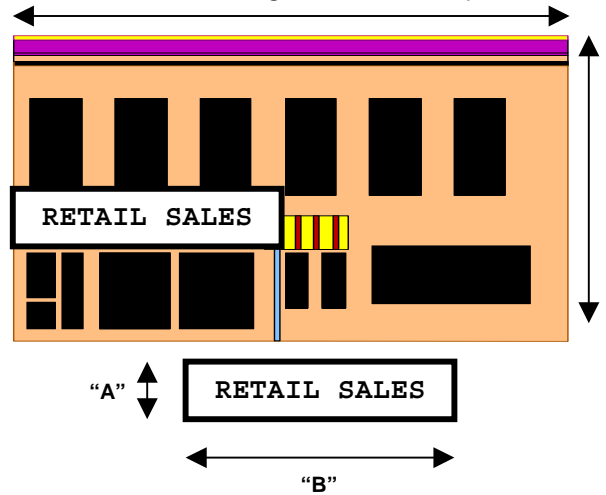
Sample Site Plan

The Following Details Are Required



Sample Sign Details

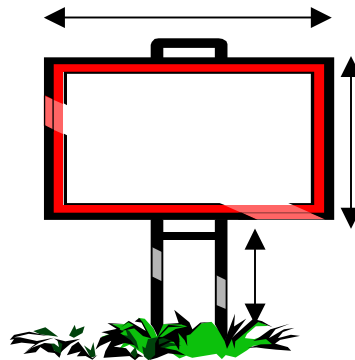
The Following Details Are Required



Freestanding & Building Sign Submission Requirements:

- Size of Sign (Width x Length = Area)
- Double Pole
- Single Pole

- Clearance from Bottom of Sign to Grade
- Location of Freestanding/Pylon Sign
- Total Height of Sign



"I hereby declare I am / I Represent the owner of the property in which the work identified in this Application will be conducted in accordance to the plans submitted and upon approval will adhere to the conditions / terms of the Land Use Bylaw. I / We Will Notify the Development Authority of any proposed changes to the plans submitted with this application.

Note: This information is being collected under the authority of the City of Grande Prairie Land Use Bylaw and will be used to process the application and may be used to provide statistical data. This information is protected by the provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of information please contact the City of Grande Prairie F.O.I.P.P Coordinator at [780] 538 - 0300.

* Signature of Registered Owner / Agent

Important Notice:

This Application Does Not Permit You To Commence Installation of The Sign Untill Such Time A Notice of Decision Has Been Issued By The Development Authority. If Approval Has Not Veen Received Within 45 Days of Date of An Application Deemed Complete, You Have The Right To File An Appeal To The Subdivision and Development Appeal Board, Contact The SDAB Secretary @ (780)538-0300 For Appeal Information.

For Official Use Only

Application Deemed Complete

Fee Paid: \$

* Date: D/M/Y Receipt #:

Zoning District:

* Application #: