



TOWN OF HIGH RIVER DEVELOPMENT PERMIT APPLICATION FORM

ROLL NO. _____

FILE NO. _____

I/We hereby make application for a development permit under the provisions of the Land Use By-Law 3960/1999 in accordance with the plans and supporting information submitted herewith which form part of this application.

APPLICANT INFORMATION

Applicant _____

Tel No. _____

Mailing Address _____

Fax No. _____

Postal Code _____

E-mail _____

PROPERTY INFORMATION

Property Address _____ Property Owner _____

Lot _____ Block _____ Plan _____

Existing use of Land or Building _____

Proposed Development _____

OWNER SIGNATURE/PERMISSION LETTER

Must provide either Owner signature below OR permission letter authorizing an Agent to sign.

Owner/Agent Signature

Print name _____

Permission letter attached

RIGHT OF ENTRY

In accordance with the *Municipal Government Act*, I hereby authorized the Town of High River to enter the above property for the purpose of conducting a site inspection in connection with my application for a development permit.

_____ (if permission letter included no signature required)
Owner/Agent Signature

FREEDOM OF INFORMATION

I understand that this application and accompanying information is public record that is accessible by the public. This application will be made available for viewing on request in the Town office. This personal information is being collected under the authority of the *Municipal Government Act* and will be used only for the purposes for which it is being collected.

Applicant Signature



TOWN OF HIGH RIVER SIGN DEVELOPMENT PERMIT

SIGN INFORMATION

Illuminated Non Illuminated

1. **FREE STANDING** Quantity: _____ Height: _____ Advertising Area: _____ (m/ft)
2. **FASCIA** Height: _____ Width: _____ Percentage of building face covered: _____ %
3. **TEMPORARY** Time Period – From: _____ to _____
4. **OTHER** _____

REQUIRED DOCUMENTATION

- Completed Application Form.
- Fee prescribed in fee schedule.
- Site plan showing the location of the sign or building on which sign is to be located, in relationship to property lines.
- If a fascia sign (sign on building), its location on the building with respect to measurements from roof eave/line, ground and sides or walls of the structure. (Superimposed images are encouraged)
- Rendering of the sign drawn to scale with background, lettering colors and lighting information indicated.
- Photograph of building or site upon which the sign is to be erected or attached.
- If proposed sign is freestanding, please include sign base details, such as landscaping

Note: Additional documentation may be required by the applicant after the Planning & Development Department has reviewed the submitted application.

FOR OFFICE USE ONLY:

FILE NO _____

DEVELOPMENT OFFICER _____