

CITY OF PORT MOODY

100 Newport Drive, P.O. Box 36, Port Moody, B.C., V3H 3E1, Canada

Tel. (604) 469-4534 Fax (604) 469-4533 www.cityofportmoody.com

APPLICATION FOR SIGN PERMIT Bylaw No. 2403

DATE: _____

PROPERTY OWNERS NAME: _____

ADDRESS OF SITE: _____ ZONING: _____

LEGAL DESCRIPTION: LOT: _____ BLOCK: _____ PLAN: _____

OCCUPANT NAME: _____

ADDRESS: _____ POSTAL CODE: _____

HOME#: _____ WORK#: _____ CELL#: _____ FAX#: _____

EMAIL: _____

SIGN CONTRACTOR: _____ BUSINESS LICENCE #: _____

ADDRESS: _____ POSTAL CODE: _____

HOME#: _____ WORK#: _____ CELL#: _____ FAX#: _____

EMAIL: _____

OWNER IS RESPONSIBLE TO PROVIDE COPIES OF NOTATIONS ON TITLE

Are there any Covenants, Easements, Rights of Ways on the Property? YES NO

If so, what are the specifics _____

Are there Design Guidelines for the area? YES NO

Required attachments:

- Authorization from property owner
Accurate site plan (dimensions to scale) with proposed location of sign
Design drawings sealed by a structural engineer with B1 and B2 schedules (required for all signs except sandwich boards or refacing)
Proof of insurance (required for sandwich board signs)
Colour rendered drawing with dimensions to scale
Current photograph of the face of the building to which the sign is to be attached

Type of sign to be installed? _____

2

Total number and area of existing signs on the property: _____ # _____ m²
(_____ sq. ft.)

Overall height of sign from finished grade: _____

Amount of clearance beneath sign: _____

If the sign is to be illuminated, what colors will be used and the technical means by which this is to be accomplished? (flashing or oscillating parts will not be permitted)

PLEASE NOTE: It is the applicant's responsibility to check for any underground services before placement of the sign(s).

APPLICANTS SIGNATURE: _____

FOR INTERNAL USE ONLY

Permit Fee: \$ _____

APPROVAL

Does the sign meet bylaw requirements: Yes _____ No _____

If not, please explain: _____

Approved/Rejected

Date

Referred to: Building _____

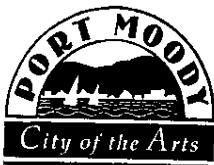
Referred to: _____

Planning _____

Referred to: _____

(Return to Bylaw Officer for review)

_____ Date: _____



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