



# CITY OF QUESNEL

410 KINCHANT ST.  
 QUESNEL, BC V2J 7J5  
 PHONE (250)992-2111  
 Fax (250)992-1512

## Sign Permit Application

1.	SITE ADDRESS	1A.	PERMIT NO:
2.	PROJECT NAME	2A.	PARCEL NO. (ATTACH LEGAL)

This application must be submitted to the Planning and Development Service Department. A sign permit must be issued prior to displaying any sign, except as provided in the City of Quesnel Sign Bylaw No. 1527.

3.	OWNER NAME	3A.	PHONE NUMBER
4.	TYPE OF BUISNESS WITH WHICH SIGN IS ASSOCIATED	4A.	ADDRESS OF SIGN
4B	CONTACT NAME	4C.	PHONE NUMBER
5.	CONTRACTOR'S NAME AND PHONE NUMBER	5A.	ADDRESS
6.	CONTRACTORS REGISTRATION NUMBER	6A.	EXPIRATION DATE

All signs must meet the requirements of Sign Bylaw No. 1527. Four (4) sets of plans showing location of sign(s), size of sign(s), and drawing of sign(s) must be submitted with the Sign Permit application. **SEE CHECKLIST FOR SUBMITTAL REQUIREMENTS.**

7.	WALL MONUMENT	FREESTANDING BUILDING	PROJECTING OTHER _____	AWNING
8.	ILLUMINATION INTERNAL (CABINET)                      INTERNAL (LETTERS ONLY)                      EXTERNAL NON-ILLUMINATED                      OTHER _____			
9.	TOTAL SIGN AREA (SQUARE FEET) (SEE REQUIRED CHECKLIST)	9A.	SIGN DIMENSIONS Width _____ Height _____	
10.	STREET FRONTAGE OF ENTIRE PROPERTY (FEET)	10A.	# OF TENANTS OR AVAIL. BUSINESS SPACE ON PROPERTY	

11.	DOES THE PROPERTY HAVE A SIGN PLAN APPROVED BY THE CITY? IF YES, WHAT IS THE FILE NUMBER?		YES	NO
12.	PROPERTY ZONING:	13A.	OFFICIAL COMMUNITY PLAN DESIGNATION	

**NOTICE**

**IMPORTANT: Do not construct or order a sign until a permit has been issued.**

Should there be any change in ownership or legal description of the property, I undertake to notify the Planning and Development Services Department immediately to avoid any unnecessary delay in processing the application.

I ACCEPT RESPONSIBILITY FOR DELAY CAUSED BY INCORRECT OR INSUFFICIENT SUBMISSION MATERIALS. PROCESSING BEGINS ONLY WHEN AN APPLICATION IS CERTIFIED AS COMPLETE.

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
DATE

\_\_\_\_\_  
OWNER AUTHORIZATION

\_\_\_\_\_  
DATE

**SIGN PERMIT**  
OFFICE USE ONLY

This permit is issued under the provisions of the City of Quesnel Sign Bylaw No. 1527, 2002 in accordance with the attached drawings.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

\_\_\_\_\_  
Date

\_\_\_\_\_  
General Manager, Planning & Development Services  
or designate

Folio File No.: \_\_\_\_\_

Zone: \_\_\_\_\_

Sign Category: \_\_\_\_\_

Total Sign Area Approved \_\_\_\_\_ sq. m.

I:\DEVELMNT\PLANNING\Development Guides\Sign Permit Application.doc  
5-Nov-02