

APPLICATION FOR SIGN PERMIT

Internal Use:
SIG #: _____
ISD #: _____
DPR #: _____
DVP #: _____

SITE ADDRESS: _____

ZONE: _____ SIGN DISTRICT: _____ Observatory Radius 5KM: Yes No

PROJECT DESCRIPTION: _____
 Number of signs in total _____

<p>Sign # 1</p> <p><input type="checkbox"/> New sign <input type="checkbox"/> Copy change only</p> <p><input type="checkbox"/> Freestanding <input type="checkbox"/> Fascia <input type="checkbox"/> Canopy <input type="checkbox"/> Wall <input type="checkbox"/> Marquee <input type="checkbox"/> Temporary <input type="checkbox"/> _____</p> <p>Height _____ m</p> <p>Width _____ m</p> <p>Area _____ m²</p> <p>Bldg Frontage _____ m</p>	<p>Sign # 2</p> <p><input type="checkbox"/> New sign <input type="checkbox"/> Copy change only</p> <p><input type="checkbox"/> Freestanding <input type="checkbox"/> Fascia <input type="checkbox"/> Canopy <input type="checkbox"/> Wall <input type="checkbox"/> Marquee <input type="checkbox"/> Temporary <input type="checkbox"/> _____</p> <p>Height _____ m</p> <p>Width _____ m</p> <p>Area _____ m²</p> <p>Bldg Frontage _____ m</p>	<p>Sign # 3</p> <p><input type="checkbox"/> New sign <input type="checkbox"/> Copy change only</p> <p><input type="checkbox"/> Freestanding <input type="checkbox"/> Fascia <input type="checkbox"/> Canopy <input type="checkbox"/> Wall <input type="checkbox"/> Marquee <input type="checkbox"/> Temporary <input type="checkbox"/> _____</p> <p>Height _____ m</p> <p>Width _____ m</p> <p>Area _____ m²</p> <p>Bldg Frontage _____ m</p>
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For additional signs, complete a second application form.

A COMPLETE APPLICATION INCLUDES THE FOLLOWING INFORMATION (2 copies of each):

- Site plan showing location of each sign on the property (distance from property lines for Free Standing)
- Building elevations showing position of each sign on building walls (if applicable)
- Photos or scaled drawings of each sign indicating materials, colours and lighting
- Fee (\$30 for each sign 0.4 m² or smaller in area; \$60 for each sign larger than 0.4 m² but not exceeding 2 m² in area; \$100 for each sign exceeding 2m² in area.)
- all measurements are in metric.**

APPLICANT	
COMPANY	
ADDRESS	
CITY	POSTAL CODE
PHONE	FAX

BLDG OWNER/TENANT (if different from above)	
CONTACT	PHONE

The applicant declares that they are acting on behalf, and with permission, of the owner or occupier. The owner or occupier agrees to save harmless the Municipality and its employees from any claims, or actions arising out of the construction or installation of the sign, development of the site, inspection of the building plans, including one based on negligence of the Municipality or its employees. I have read, understood, and agreed to the above conditions. THIS IS NOT A PERMIT.

Applicant Signature
Date