



## SIGN PERMIT APPLICATION

**NOTE: THIS IS NOT A BUILDING PERMIT**

### TO BE COMPLETED BY PERMIT APPLICANT

Application Date:		Town File #:
<b>Applicant:</b>		
Phone:	(Alternate):	Fax #:
Email:		
Mailing Address:		Postal Code:
Registered Owner of Land: (if applicant is other than owner)		
Mailing Address:	Same: ____	Other:

### PROJECT INFORMATION

Address of Property (Municipal Address):	
<b>Legal Description:</b>	Lot _____ Block _____ Reg. Plan No. _____ All or part of the _____ ¼ Sec. _____ Township _____ Range _____
Tax Roll #:	Land Use District:
Existing use of land or building:	
Estimated date of commencement:	
Estimated date of completion:	

**DESCRIPTION OF THE WORK** *(describe in as much detail as possible what is being constructed or altered with the site):*

I/We hereby make application under the provisions of the Land Use Bylaw section 4.1 for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

Signature of Applicant: \_\_\_\_\_

Signature of Registered Owner: \_\_\_\_\_

**IMPORTANT NOTICES**

- More information on the sign permit process can be found in the **Development Permit FAQ** on the Town's Website.
- This application **does not** permit the signs to be put up on the site until a decision has been made and a permit has been released regarding the proposed development by the Development Officer or Municipal Planning Committee.

**PLEASE REMEMBER TO ATTACH YOUR APPLICATION CHECKLIST, APPLICATION FEE, SITE PLAN AND OTHER SUPPORTING MATERIAL TO YOUR APPLICATION.**

**INCOMPLETE APPLICATIONS WILL NO BE PROCESSED**

**\*\*\*FOR OFFICE USE ONLY\*\*\***

Application No.: \_\_\_\_\_

**Statement of Decision:**

**Approved by:**  MPC /  DO /  SDAB (with conditions attached on separate cover)

Date: \_\_\_\_\_

**Refused by:**  MPC /  DO /  SDAB (with conditions attached on separate cover)

Date: \_\_\_\_\_

**Tabled by:**  MPC /  DO /  SDAB (with conditions attached on separate cover)

Date: \_\_\_\_\_

**Date of Permit Decision:** \_\_\_\_\_

**Date of Permit Release:** \_\_\_\_\_

DEVELOPMENT OFFICER/ASSISTANT DEVELOPMENT OFFICER: