



City of
Peterborough

Application for Electronic Sign Permit

Part A – Sign Location and Type

Address			
Sign Type:	<input type="checkbox"/> Fascia <input type="checkbox"/> Freestanding <input type="checkbox"/> Window <input type="checkbox"/> Projection	Electronic Sign Type:	<input type="checkbox"/> Text Message <input type="checkbox"/> Moveable Copy <input type="checkbox"/> Window Sign <input type="checkbox"/> Price Indicator
Sign to be: <input type="checkbox"/> Erected <input type="checkbox"/> Altered <input type="checkbox"/> Moved on (date)			

Part B – Applicant Information

Applicant or Business Name:

Address			
City		Province	
Phone Number	Email Address		

Part C – Sign Company Information

Sign Company Name:

Address			
City		Province	
Phone Number	Email Address		

Part D – Authorization by Property Owner or Authorized Agent

I (print name) _____ authorize the Applicant/Sign Company to construct or erect a sign(s) on my property subject to the requirements of all Municipal By-laws.

Signature	Date
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Part E – Sign Specifications (in metric where applicable)

Elevation:	<input type="checkbox"/> Front <input type="checkbox"/> Rear <input type="checkbox"/> Right Side <input type="checkbox"/> Left Side		
Fascia Signs			
Width		Projection	
Height		Distance from Intersection	
Sign Area		Distance from Residential Zoned District or Protected Natural Areas Designation	
% of Sign Area That is Electronic		Distance from other Signs (Freestanding and Window)	
Setback from Property Line (Freestanding)		Lot Frontage (Freestanding)	
Clearance (Freestanding)		Total Area of Sign Wall (Fascia)	

Notes:

1. Stamped Engineered Drawings are required for freestanding signs over 7.5 metres high.
2. Attach two (2 copies) of the site plan and sign construction drawings, drawn to scale in metric units with measurements and details provided on the Submission Requirements for Electronic Sign Permit Application.
3. If applicable, include detailed plan on how the sign is attached to the wall and/or foundation details.
4. Attach completed and signed Electronic Sign Criteria form

All Requested Information Must be Provided to Process This Application

I hereby agree to complete all construction in accordance with the *Ontario Building Code*, the City of Peterborough Sign By-law and all other applicable law in accordance with the preceding details and plans as submitted with this application. I will also call for all applicable inspections at the required times. Permission is NOT granted for use of the street or sidewalk and City boulevards. If the contractor is not covered by the Worker's Compensation Act, the owner will be responsible for any accidents to workers that may occur on the job.

Date (yyyy/mm/dd)

Signature



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Electronic Sign(s) Criteria

Provide manufacturer's specification upon request

Prohibitions for All Electronic Signs (To be completed for all applications)

1. Sound – no electronic sign shall emit sound.
☐ Display will meet this criteria.
2. Transitioning – no electronic sign shall change the brightness during the transitioning of sign copy.
☐ Display will meet this criteria.
3. Readability – no electronic sign shall contain sign copy that is not readable during the message transition period.
☐ Display will meet this criteria.
4. Prohibited words – no sign shall contain the words or phrases 'Stop', 'Go Slow', 'Caution', 'Danger', 'Warning', 'Emergency', 'Yield', or 'Detour', unless such word or phrase is part of the name of a business or product and is displayed solely to identify such business or product.
☐ Display will meet this criteria.
5. Sign Malfunction – no electronic sign shall be left on if malfunctioning such that the sign is no longer effective in delivering the message.
☐ Display will meet this criteria.

Electronic Text Message Sign Regulations

1. Maximum Free standing Sign Area - 50% of the sign area and must be located on the bottom three quarters of the sign.
☐ Display will meet this criteria.
2. Maximum Facia Sign area – Outside the Central Area as defined in the City's Official Plan: 30% of the potential sign area up to a maximum of 6.0 square metres.
☐ Display will meet this criteria.
3. Duration of message – sign copy shall be displayed continuously in a static manner and without any change for a period of time not less than 10 seconds.
☐ Display will meet this criteria.
4. Transition of Message - sign copy may change if the transition is no longer than 0.3 second and is a change of the entire sign copy area.
☐ Display will meet this criteria.
5. Brightness – the brightness of the brightest portion of a sign (measured in Nits) must not exceed 0.5 times the ambient light level (measured in Lux). The brightness of any sign must not exceed 10,000 Nits but need not be less than 100 Nits.
☐ Display will meet this criteria.
6. Minimum distance from an abutting property designated as a Residential District in the Zoning By-law – 20 metres.
☐ Display will meet this criteria.
7. When located within 120 metres of a property designated as a Residential District in the Zoning By-law or a Protected Natural Area as depicted on Schedule A of the Official Plan, the sign must be turned off between the hours of 9:00 p.m. and 7:00 a.m.
☐ Display will meet this criteria.
8. May not change the brightness during the display of sign copy
☐ Display will meet this criteria.



Electronic Moveable Copy Sign Regulations

1. Maximum Free - Standing Sign Area – One Electronic Moveable Copy Sign per Free - standing Sign up to 75% of the sign area to a maximum of 6.5 square metres and must be located on the bottom three quarters of the sign.

☐ Display will meet this criteria.

2. Maximum Facia Sign Area – Outside the Central Area as defined in the City's Official Plan: 30% of the potential Facia Sign area up to a maximum of 6.5 square metres.

☐ Display will meet this criteria.

3. Brightness – the brightness of the brightest portion of a sign (measured in Nits) must not exceed 0.5 times the ambient light level (measured in Lux). The brightness of any sign must not exceed 10,000 Nits but need not be less than 100 Nits.

☐ Display will meet this criteria.

4. Minimum distance from an abutting property designated as a Residential District in the Zoning By - law – 20 metres.

☐ Display will meet this criteria.

5. When located within 120 metres of a property designated as a Residential District in the Zoning By - law or a Protected Natural Area as depicted on Schedule A of the Official Plan, the sign must be turned off between the hours of 9:00 p.m. and 7:00 a.m.

☐ Display will meet this criteria.

6. When the sign is located at the minimum distance from a Street - Line, the minimum distance from any intersection shall be 30 metres. For every metre closer to the intersection, the sign must be setback and additional 0.5 metres from the Street-Line.

☐ Display will meet this criteria.

7. No Electronic Moveable Copy Sign shall be located any closer than 10 metres to an intersection.

☐ Display will meet this criteria.

8. Only one Electronic Moveable Copy Sign is permitted per property.

☐ Display will meet this criteria.

9. Minimum Distance from The Parkway – No Electronic Moveable Copy Sign shall be located within 30.0 metres of The Parkway.

☐ Display will meet this criteria.

Electronic Window Sign Regulations

1. Maximum Sign Area – Outside the Central Area as defined in the City's Official Plan – 1.5 square meters.

☐ Display will meet this criteria.

2. Brightness – the brightness of the brightest portion of a sign (measured in Nits) must not exceed 0.5 times the ambient light level (measured in Lux). The brightness of any sign must not exceed 10,000 Nits but need not be less than 100 Nits.

☐ Display will meet this criteria.

3. Minimum distance from an abutting property designated as a Residential District in the Zoning By-law – 20 metres.

☐ Display will meet this criteria.

4. When located within 60 metres of a property designated as a Residential District in the Zoning By-law or a Protected Natural Area as depicted on Schedule A of the Official Plan, the sign must be turned off between the hours of 9:00 p.m. and 7:00 a.m.

☐ Display will meet this criteria.



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5. Minimum distance from any intersection – 9 metres.

☐ Display will meet this criteria.

6. No Electronic Window Sign shall be located in a window above the first storey of a building.

☐ Display will meet this criteria.

7. Minimum distance between each Electronic Window Sign in a single commercial unit – 6.0 metres

☐ Display will meet this criteria.

Electronic Price Indicator Sign Regulations

1. May only be part of a Freestanding Sign up to 1.0 square metre in sign area.

☐ Display will meet this criteria.

2. Brightness – the brightness of the brightest portion of the sign (measured in Nits) must not exceed 0.5 times the ambient light level (measured in Lux). The brightness of any sign must not exceed 10,000 Nits but need not be less than 100 Nits.

☐ Display will meet this criteria.

By signing below I hereby acknowledge that I have read the above criteria for installation of an Electronic Sign and that the sign(s) will be in compliance with the criteria applicable to the sign type. I have also read and hereby confirm that the proposed sign(s) complies with all applicable sections of the Sign By-law being By-law 15-045.

Signature of Electronic Sign Owner

Date (yyyy/MM/DD)