

# APPLICATION FOR PERMANENT SIGN PERMIT

Sign Location \_\_\_\_\_

On Municipality Property Yes ☐ No ☐

Sign to be: Erected ☐ Altered ☐ Moved ☐  
on \_\_\_\_\_, 20\_\_\_\_.  
(date)

Illuminated Yes ☐ No ☐

## APPLICANT AND/OR BUSINESS NAME:

Address \_\_\_\_\_

Postal Code \_\_\_\_\_

Phone # \_\_\_\_\_

Fax # \_\_\_\_\_

## SIGN COMPANY'S NAME:

Address \_\_\_\_\_

Postal Code \_\_\_\_\_

Phone # \_\_\_\_\_

Fax # \_\_\_\_\_

## Property Owner's Written Authorization:

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 of Owner of Property upon which the Sign will be located

\_\_\_\_\_  
Date

**SIGN SPECIFICATIONS** - Elevation: Front ☐ Rear ☐ Right Side ☐ Left Side ☐ Other ☐

### Sign Type:

Fascia/Canopy ☐ Development ☐ Directional ☐ Banner ☐ Freestanding ☐

**Sign Dimensions:** Width \_\_\_\_\_ Height \_\_\_\_\_ Sign Area \_\_\_\_\_

Projection \_\_\_\_\_ Clearance \_\_\_\_\_ Total Area of Sign Wall \_\_\_\_\_

Sign Set Back from Property Line \_\_\_\_\_ Lot Frontage \_\_\_\_\_ Distance from Other Signs \_\_\_\_\_ Cost \$ \_\_\_\_\_

NOTES: Engineered Drawings are required for:

1. freestanding signs over 7.5 metres high
2. attach two (2 copies) of the site plan and sign design drawing(s), drawn to scale
3. include detailed plan on how the sign is attached to the wall

## 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

\_\_\_\_\_  
Applicant

**Applications can be sent to:**

**Legislative Services: MLES Division - 500 George Street North, Peterborough, ON K9H 3R9**  
Phone 705-707-3969 Toll Free: 1-855-738-3755 Fax 705-742-1294 E-mail [signs@peterborough.ca](mailto:signs@peterborough.ca)