



Sign Permit Application – Permanent Signs

Municipality of Meaford By-law 2018-62

Name of Applicant(s):			
Full Mailing Address:			
Phone:		Fax/Email:	

Property Owner(s) (if different than applicant):			
Full Mailing Address:			
Phone:		Fax/Email:	

Sign Company / Installation Company:			
Full Mailing Address:			
Phone:		Fax/Email:	

Location of Sign(s):

Municipal Address:



Type of Permanent Sign(s):

	Type of Sign	Fee
	Permanent Sign Permit: <ul style="list-style-type: none"> • Awning • Canopy • Fascia • Ground • Projecting/Vertical • Service Station • Other 	\$100
	Sign Variance (is only required if outside the requirements of the by-law)	\$200
<input type="checkbox"/>	Sign on Municipal Property	\$550/Year
<input type="checkbox"/>	Sign Permit – Not for Profit (proof required)	Free

Signs on municipal lands may require an indemnification agreement or an encroachment agreement (dependent on location and type of sign).

Class of Sign

Residential	Downtown Commercial	Commercial	All Other Zones
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Heritage permit approval required: Yes No

Dimensions

Sign Height (m):	Distance from entrances (m):
Total Height (m):	Clear Height (m):
Sign Width (m):	Distance from lot line (m):
Sign Face Area (m ²):	Weight of sign (kg):

Sign Lighting

<input type="checkbox"/> External	<input type="checkbox"/> Internal	<input type="checkbox"/> No lighting
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Sign Lettering

Max Height of Letters:	Max Height of Logo/Trademark:
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Site Plan – Upload scaled drawing or attach to permit application

This application **SHALL** include a scaled drawing which will include information in regard to the materials used, letters, numerals, insignia, logos, colours, dimensions (height, width, clear height, and sign height), setbacks, and all relevant structural information. An engineered drawing may also be requested.

Applicant Declaration

I, (please print) _____, the Applicant, on behalf of myself or a corporation or partnership for which I have authority to bind, hereby make the within application for a sign permit in accordance with the information contained in this application and supplied in the plans and specifications filed. The Applicant agrees to comply with all relevant bylaws, codes laws and regulations. The Applicant understands that the review of the sign permit application relates only to the Municipality of Meaford Sign Bylaw, as amended. The Applicant understands that the Municipality of Meaford in no way assumes any liability for the structural integrity and safety of the sign by issuing a sign permit. I certify that the statements herein contained are true, accurate and made with full knowledge of the circumstances connected with the same and acknowledge that I have read and understood this declaration.

Signature of Owner: _____

Date: _____

Questions and Collection of Personal Information

Upon completion of this form please send to:

Municipality of Meaford
21 Trowbridge St W
Meaford On, N4L 1A1
Fax: 519-538-5240

Email: bylaw@meaford.ca

This personal information is being collected under the authority of **The Municipal Act, 2001** and will be held in accordance with the provisions of the Municipal Freedom of Information & Protection of Privacy Act. Any queries related to this collection should be directed to the **Clerk** at (519) 538-1060 or clerk@meaford.ca.