



BUILDING PERMIT FOR SIGNAGE

Sign and Merchandise Display By-law 2005-41
Amending By-law 2006-22

A Complete Application consists of:

- Complete attached application form
- Complete Sign Data Sheet
- Provide an illustration of the proposed signage

Applications may be subject to any Town incurred costs over and above the fees set out in the General Fees and Rates By-law for various services provided by the municipality

Notes: **Refer to By-law 2005-41 for sign provisions in all areas**

1. Sign Permit Fee: \$10.00 for each metre squared or part thereof plus \$15.00 for the application.
2. Schedule A refers to the Special Sign Zone (downtown core)
3. Heritage Village has specific sign criteria

Questions ?

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Telephone: 613 382-2149 ext.1130
E-mail: building@gananoque.ca

SIGN DATA SHEET:

Applications may be subject to any Town incurred costs over and above the fees set out in the General Fees and Rates By-law for various services provided by the municipality

Proposed Sign 1 (must comply with the Sign and Merchandise Display By-law)	
Type: <input type="checkbox"/> Ground <input type="checkbox"/> Roof <input type="checkbox"/> Sandwich Board <input type="checkbox"/> Wall <input type="checkbox"/> Window <input type="checkbox"/> Other _____	<input type="checkbox"/> Temporary, time period _____
Type of Construction <input type="checkbox"/> Plastic <input type="checkbox"/> Steel <input type="checkbox"/> Wood <input type="checkbox"/> Other _____	
Illuminated <input type="checkbox"/> No <input type="checkbox"/> Yes	If Yes, Type: _____
Dimensions of Sign:	Area of Sign:

Proposed Sign 2 (must comply with the Sign and Merchandise Display By-law)	
Type: <input type="checkbox"/> Ground <input type="checkbox"/> Roof <input type="checkbox"/> Sandwich Board <input type="checkbox"/> Wall <input type="checkbox"/> Window <input type="checkbox"/> Other _____	<input type="checkbox"/> Temporary, time period _____
Type of Construction <input type="checkbox"/> Plastic <input type="checkbox"/> Steel <input type="checkbox"/> Wood <input type="checkbox"/> Other _____	
Illuminated <input type="checkbox"/> No <input type="checkbox"/> Yes	If Yes, Type: _____
Dimensions of Sign:	Sign Area:

Type and Number of Existing Signs on the subject property (indicate number):				
<input type="checkbox"/> Ground _____	<input type="checkbox"/> Roof _____	<input type="checkbox"/> Wall _____	<input type="checkbox"/> Window _____	<input type="checkbox"/> Other _____
Setbacks from Lot Lines:				
Front _____	Exterior Side _____	Rear _____	Interior _____	Interior _____

Installation and Construction Details:
<input type="checkbox"/> Ground Signs (foundation and structural details)
<input type="checkbox"/> Building Mounted Signs (cross-sectional details, wall construction, type/size of sign fasteners and method of connection to the building support structure)

DECLARATION OF APPLICANT

I, _____ of the _____ of _____ in the _____ of _____ solemnly declare that:

I am aware of the applicable Town of Gananoque's By-law 2005-41 being a By-law to Regulate Signs and Other Advertising Devices in the Town of Gananoque.

I understand that the issuance of a permit shall not be deemed a waiver of the provisions of any by-laws or other regulations, notwithstanding anything included in or omitted from the plans or other material filed in support of this application.

I acknowledge that in the event that a permit is issued, any departure from the plans, specifications or locations proposed in the application is prohibited and such could result in the permit being revoked. I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with the by-laws and regulations, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

Signature of Applicant

HOLD HARMLESS AGREEMENT

The undersigned hereby agrees to hold and save harmless the Corporation of the Town of Gananoque, its officers, employees and officials from all claims or cause of action against the Corporation of the Town of Gananoque, because of injury, damage to property of others arising from the placement of a sign or other property of the undersigned and placed on, into, or above property or premises of the town of Gananoque.

Declared before me at the _____ of _____ in the _____ of _____ this _____ day of _____, 2_____

Signature of a Commissioner, etc

Signature of Applicant

INSURANCE CERTIFICATION (or provide policy from insurance company)

The undersigned hereby certifies that insurance coverage is in full force and effect for the above named property with the (Insurance Company) _____ under policy number _____ with liability limits not less than \$1,000,000.00 (one million) and covering all business premises and operations. Further, that the Town of Gananoque will be given 15 (fifteen) days notice of cancellation or non-renewal of this policy of insurance and further, that this policy acknowledges the above agreement.

Signed by: _____
Authorized Insurance Representative

Name (please print)

Address

Date this _____ day of _____, 2_____

Office Use Only

Roll No: _____

Development Permit Designation: _____

Application Complete: _____

Manager of Community Development

Date