



Town of St. Marys
 PO Box 998
 408 James Street South
 St. Marys ON N4X 1B6
 Tel: 519-284-2340 ext 243
 Fax: 519-284-0902

SIGN PERMIT APPLICATION

I/we hereby make application for a Sign Permit under the provisions of the Town of St. Marys Sign By-law, being By-law No. 33-2005 in accordance with the plans and supporting information submitted herewith and which form a part of this application.

APPLICANT INFORMATION

Name: _____
 Mailing Address: _____
 Phone Number: Day () _____ Alternate () _____
 Fax () _____ E-mail: _____

PRESENT OWNER (IF DIFFERENT FROM APPLICANT)

Name: _____
 Mailing Address: _____
 Phone Number: Day () _____ Alternate () _____
 Fax () _____ E-mail: _____

SUBJECT PROPERTY

Street No: _____ Street Name: _____
 Registered Plan No.: _____ Lot(s)/Block(s): _____

SIGN TO BE ERECTED

Portable Fascia Projecting Banner Other
 Temporary (please specify dates, times & location): _____
 Illuminated Sign Dimensions: _____
 Location of Proposed Sign: _____
 Sign Wording: _____
 Sign Material: _____
 Estimated Cost: _____
 Purpose of Sign: _____



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Declaration

I, the undersigned _____, am the authorized (owner/agent of owner) named in the above application and I certify the truth of all the statements or representations contained herein.

I understand that the issuance of a permit shall not be deemed a waiver of any of the provisions of any requirements of the Town of St. Marys Sign By-law or regulations made hereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of or in connection with the above application.

I acknowledge that in the event a permit is issued, any departure from plans, specifications or locations proposed in the above 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 requirements of the Town of St. Marys sign BY-law, or regulations made thereunder, there shall be no right of claim whatsoever again the municipal corporation or any official there of and any such claim is hereby expressly waived.

 Signature of Property Owner/Applicant

 Date

The Following Must Accompany this Application Form

- Signed letter authorizing applicant/agent to act on behalf of property owner
- An accurate drawing indicating scale, showing:
 - Location of the sign(s) in relation to existing building
 - The overall dimensions of the sign(s)
 - The size of the letter(s) to be displayed on the sign(s)
 - The amount of projection of the sign(s) from the face(s) of building(s)
 - Manner of illuminating the sign(s)
 - Installation information

FOR OFFICE USE ONLY

Date Received (Complete) _____ Received By (Signature): _____

Date Received by Heritage Committee: _____

Date Review Completed: _____ Heritage Committee Signature: _____

Date Application Approved: _____ Staff Signature: _____