

Application #:

Date Received:

Please complete all applicable sections of the application form. An incomplete application will not be processed. Please return forms to the Building & Enforcement Department and / or the Enforcement Officer.

Subject lands for proposed signage location / Applicant Information

Municipal Address:	
Applicant Name:	
Applicant Address:	
Applicant E-mail:	
Applicant Phone #:	

X	Sign Type	Permit Fee
	Ground sign - less than 2.5m ² [26.91 ft ²]	\$163
	Ground sign - 2.5m ² [26.91 ft ²] to 10m ² [107.64 ft ²]	\$325
	Ground sign - 10m ² [107.64 ft ²] or greater	\$488
	Portable ground sign <i>(for each 30 day period or portion thereof)</i>	\$163
	Pole sign - less than 2.5m ² [26.91 ft ²]	\$163
	Pole sign - 2.5m ² [26.91 ft ²] to 10m ² [107.64 ft ²]	\$325
	Pole sign - 10m ² [107.64 ft ²] or greater	\$488
	Roof sign - less than 2.5m ² [26.91 ft ²]	\$163
	Roof sign - 2.5m ² [26.91 ft ²] to 10m ² [107.64 ft ²]	\$325
	Fascia / wall sign - less than 2.5m ² [26.91 ft ²]	\$163
	Fascia/ wall sign - 2.5m ² [26.91 ft ²] to 10m ² [107.64 ft ²]	\$325
	Fascia/ wall sign - 10m ² [107.64 ft ²] or greater	\$488
	Inflatable sign	\$163
	Billboard	\$1,082
	Permit renewal	\$163
	Variance of sign regulations	\$812

Nature of Approval

Please describe nature of the proposed sign:	
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Owner Authorization (if an Agent is used)

The registered property owner must complete this section. For more than one owner, a separate authorization form for each individual or corporation is required. Attach an additional page in the same format as this authorization, if necessary.

I, _____ being the registered property owner of the subject lands,

hereby authorize _____ to submit the above application to the

Township of West Lincoln for approval thereof.

Owners Address:	
Owners E-mail:	
Owners Phone #:	

Consent for Release of Information

In accordance with the provisions of the Municipal Act, as amended, I understand that all information and material that is submitted with any application may be made available to the public. In submitting this application and any supporting materials or information, I hereby acknowledge the above-noted and provide my consent.

Permission to Enter

The applicant acknowledges that a site visit by Township Staff may be required in order to view the property, the planned sign proposal and its relation to the surrounding lands.

Important Information

- 1.2.2 The fees collected for consideration of a variance do not in any way guarantee the granting of the requested variance or appeal and at no time shall the collected fee be refundable in whole or in part.
- 1.3.1 Where the removal of a sign is required in due to non-conformity with this by-law accordance with subsections 4.7 and 4.8 the removal fees are prescribed as follows:

Table A 1.3.1: Sign Removal Fees

Request	Fee
Sign - less than 0.6m ² [6.46 ft ²]	\$82
Sign - 0.6m ² [6.46 ft ²] or greater	\$217 in addition to removal costs
Storage fee for <i>signs</i> greater than 0.6m [6.46 ft]	\$12 / day

Declaration of Applicant

I, _____, certify that the information provided on this document is true

to the best of my knowledge.

Signature:	
Printed Name of Agent (if required):	
Signature of Agent (if required):	
Date:	

Township of West Lincoln Staff Approval

I, _____, hereby grant the applicant approval on this ____ day of

_____, 20__ to obtain a Sign By-law permit.

The personal information on this form is collected under the authority of Section 11 of the Municipal Act, as amended. The information is used for the purpose of processing this application and administering the By-law. Questions regarding the collection of this information should be directed to the Township Clerk jscime@westlincoln.ca.