

CITY OF BRANTFORD

APPLICATION/PERMIT FOR PORTABLE SIGNS

SIGN PERMIT

NO. -

Phone No. (519) 759-4150, Building Department, Fax No. (519) 752-1874

Mailing Address: P.O. Box 818, Brantford, ON N3T 5R7; City Hall, 100 Wellington Square, Brantford, ON N3T 2M3

LOCATION:	SITE:
Tenant (Name of Business): _____	Contact Person: _____
Address: _____ City: _____	Postal Code: _____
Phone Number: () _____	Fax Number: () _____
Owner: _____	Contact Person: _____
Address: _____ City: _____	Postal Code: _____
Phone Number: () _____	Fax Number: () _____
Sign Contractor: _____	Contact Person: _____
Address: _____ City: _____	Postal Code: _____
Phone Number: () _____	Fax Number: () _____

<u>REQUESTED</u>	<u>REQUIREMENTS</u>
<input type="checkbox"/> 30 days / <input type="checkbox"/> 60 days / <input type="checkbox"/> 90 days / <input type="checkbox"/> 120 days / <input type="checkbox"/> 150 days / <input type="checkbox"/> 180 days	Maximum 180 days per calendar year (SEE REVERSE SIDE OF THIS PERMIT)
NO. OF DAYS UTILIZED TO DATE _____ (Does not include this permit)	Third party advertising is restricted.
FROM: _____ TO _____	Maximum sign area/face - 4.7 m ² except shopping or industrial mall-6.7 m ² Maximum height of sign above grade - 3.0 metres Minimum distance of 1.0 metres to any lot line. Corner Lot: <input type="checkbox"/> Yes <input type="checkbox"/> NO (Prohibited in Sight Triangle) Minimum - 9.0 metres each side of driveway exit Minimum distance between portable signs - 25 metres
FRONT YARD SET BACK: _____ metres DISTANCE TO SIDE LOT LINE: _____ metres DISTANCE FROM DRIVEWAY: _____ metres DISTANCE OF _____ metres FROM ANOTHER PORTABLE SIGN	

Additional Information

"The collection, use and disclosure of personal information is governed by the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990 Building Code R.S.O. 1992, C23 as amended, and is used to control and record this application and issuance of a Sign Permit. Direct Inquiries to the Building Department."

FOR OFFICE USE ONLY

**NOT VALID UNLESS
SIGNED BELOW**

DATE: _____

COMMENTS:

CASH CHEQUE INTERAC

TOTAL FEE \$ _____

RECEIPT:# _____

I _____, declare that I am the Property Owner, Tenant, or Owner of the sign, and I/we agree to comply with the provisions of the Ontario Building Code/Ontario reg. 403/97 as amended 13/90, zoning bylaws and sign by-law of The Corporation of The City of Brantford and any amendments thereto. I/we further agree that neither the granting of a permit nor inspections made by the authority having jurisdiction shall in any way relieve me/us from full responsibility for carrying out the work in accordance with the requirements of the by-law above mentioned.

X

SIGNATURE OF APPLICANT: I hereby certify that I am the owner/authorized agent for the owner.

IMPORTANT NOTICE

The sign bylaw only permits portable signs to be on display for a maximum of *180 days per business in each calendar year*.

Therefore, you should be careful in planning and utilizing your 180 day entitlement so that you do not run out of time too early in the year.

Re: Chapter 478 Signs - Outdoor of the City of Brantford Municipal Code

478.16.1 - No persons shall erect, structurally alter or rent or lease a sign until such time as a sign permit for such sign, structural alteration, rental or lease has been issued by the Chief Building Official.

In order to maintain control of portable signs and the issue of sign permits, for the benefit of all those who utilize this service, we will be strictly enforcing Chapter 478.

In view of the above, please be advised that portable signs are not to be erected on a property until such time as a sign permit has been issued for the portable sign in question. A sign permit will only be issued once a completed application form has been submitted, reviewed and approved, and the permit fee has been paid. **Should we encounter any portable signs erected without a permit we will be removing them immediately without notification** under the authority of Article 478.17.2 of Chapter 478, which states that:

Any employee of the City of Brantford is authorized to take down or remove any sign or other advertising device that is erected or displayed in contravention of this Chapter and the owner shall pay for any costs or expenses of the City.

Following removal of the sign the owner will be billed for the cost of the said removal as provided for in Article 478.17.3, which states that:

Such costs or expenses as referred to in Section 478.17.2 may be recovered in accordance with Section 326 of the Municipal Act RSO 1990.

Please note that it is your responsibility to keep track of the expiry dates of your sign permits; however, if you have questions about a specific sign please call our office. Should we encounter any portable signs remaining on your property passed the sign permit expiry date, we will contact the sign company responsible and advise that the sign must be removed immediately. If the sign has not been removed on the day of notification or the next day we will then have it removed immediately and the cost of removal charged and collected as noted above.

Your cooperation with respect to permits and erection and removal of these signs would be very much appreciated.