Application for Sign Permit

Corporation of the Town of Smiths Falls
77 Beckwith Street N., Smiths Falls ON
613-283-4124

Ownership Information:

Property Location:_____ Phone (Home):_____

Owner Name:_____ Phone (Cell):_____

Mailing Address:_____ Email:_____

Property Roll Number:_____

Applicant Information:

Note: Should the applicant information differ from the ownership information, the "Owner's Authorization" section, located on page 2, is required to be completed by the registered owner.

Relation to Business:_____ Phone (Home): _____

Applicant Name:_____ Phone (Cell):_____

Mailing Address:_____ Email:_____

Designer Information

Company Name:_____ Phone:_____

Mailing Address:_____ Email:_____

SIGN 1

Sign Classification

(check all that apply, if applying for more than one sign, attach another page)

☐ Temporary (cost varies) ☐ Awning ($100) ☐ Canopy ($100) ☐ Banner ($60)

☐ Fascia ($100) ☐ Projecting ($100) ☐ Window (N/C) ☐ Directory ($100)

☐ Ground Sign ($100 – less than 3m high) ☐ Ground Sign ($200 -greater than 3m high)

Sign Illumination (add $50 per sign)

☐ N/A ☐ Interior ☐ Exterior ☐ Colour Variations ☐ Flashing/Movement

Proposed Specifications (Use Metric System)

Width: _____ Length: _____

Height: _____ Distance from Grade: _____ Distance from sidewalk_____

Property Road Frontage: _____Width of Building: _____

Width of available sign space: _____

Type of Existing Sign: _____

Office Use Only

Date Received: _____ Reviewed by: _____

☐ Building permit required _____ ☐ Council Variance Required: _____

☐ Approved as submitted ☐ Denied

☐ Approved with Conditions: _____

Required Documentation/Information Completed and Attached:

☐ Site Sketch (Sign locations must be indicated)

☐ Elevation Drawings

☐ Installation and Structural Specifications

☐ Hold Harmless Agreement (see below)

☐ Proof of Insurance (Business Owner) – Proof of insurance coverage in full force and effect with liability coverage of not less than $2 million (2,000,000) naming the Town as additionally insured & covering the Premises and business operations. Signs requiring a permit pursuant to the Ontario Building Code Act may be required to produce proof of insurance coverage with an increased liability coverage of not less than $5 million ($5,000,000).

Declaration:

The undersigned hereby solemnly declares that:

i) All of the above statements and the information contained in this application and all of the additional information transmitted herewith are true, and I/we make this solemn declaration conscientiously believing it to be true;

ii) I understand that the issuance of a sign permit shall not be deemed a waiver of the provisions of any By-law or other regulation;

iii) I acknowledge that in the event a permit is issued, any departure from plans or other materials filed in support of this application, specifications or locations proposed in this application is prohibited and such could result in the sign permit being revoked, there shall be no right to claim whatsoever against the Town of any official thereof and any such claim is hereby expressly waived.

Applicant Name (Please Print): _____

Applicant Signature: _____ Date: _____

Hold Harmless Agreement:

The undersigned shall defend, indemnify and save harmless the Corporation of the Town of Smiths Falls, their elected officials, officers, and employees from and against any and all claims, actions, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury or damage to or destruction of tangible property including loss of revenue arising out of or allegedly attributable to the negligence acts, errors, omissions, whether willful or otherwise by (applicant or owner) _____, their officers, members, employees, contractors, or other who the (owner) _____is legally responsible. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the owner in accordance with this agreement and shall survive this agreement.

Owner or Authorized Person Name (Please Print): _____

Signature: _____ Date: _____

Owner's Authorization:

I/We, _____, am/are the owner(s) of the land that is subject of this application for sign permit and I/We authorized _____ to make this application and act on my/our behalf.

Owner Signature: _____ Date: _____