

Applicant Information

Name of Applicant: _____

Mailing Address: _____
Unit # Street # Street Name & Direction City Province Postal Code

Phone Number: _____ Email Address: _____

Sign Information

Sign Message: _____

Sign Location (Civic Address): _____
Unit # Street # Street Name & Direction City Province

Business Proprietor: _____ Phone Number: _____

How many faces will the sign have? _____

Horizontal Length of Sign: _____ Vertical Length of Sign: _____

Thickness of Sign: _____ Weight of Sign: _____

Single Sign Face Area: _____ Copy Area: _____

Top of Sign Height from Grade: _____ Sign Clearance from Grade: _____

from Roof: _____ from Roof: _____

Will the Sign project beyond property line? Yes No If Yes, how far? _____

Manufacturer Information

Sign Manufacturer: _____

Sign Installer: _____

Phone Number: _____ Email Address: _____

THIS SECTION APPLIES TO WALL SIGNS ONLY:

Wall Sign to be located on: Primary Building Face Secondary Building Face

Note: See Zoning Bylaw for definitions

Direction Facing (please check one): NORTH SOUTH EAST WEST

Fees & Attachments

1. Fees: Permit Fees are as follows:
- \$125** for permanent signs including Date and Time Digital Signs (Groups 1, 2, 3) other than Freestanding Signs and Wall Signs.
 - \$125** for Wall Signs (Groups 1 - 5).
 - \$290** for permanent signs including Date and Time Digital Signs (Groups 4, 5) and Billboard Signs, other than Freestanding Signs and Wall Signs.
 - \$290** for Freestanding Signs (Groups 1 – 5).
 - \$290** for Project Development Signs (Type 3).
 - \$800** for Digital Signs, other than Date and Time Digital Signs.
2. Additional Fee: If sign overhangs public property by more than 0.3 metres, a one-time **\$200** fee will be charged.

Please ensure the following has been completed and submitted:

3. Detailed Drawing of Sign I have enclosed the drawing which includes all sign dimensions.
4. Detailed Site Plan I have enclosed a detailed site plan showing all property lines, site and curb dimensions, including the location of sign(s).

Declaration of Applicant/Agent

I hereby certify that all the above statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of *The Canada Evidence Act*.

Signature of Owner or Authorized Agent

Date

*Most sign permits are issued within 15 to 20 working days from date of application.

**Billboards (including digital billboards) may require 20 to 25 days to complete.

Incomplete information may cause a delay in processing the application

For more information please call (306) 657-8766 and leave a message or email signpermits@saskatoon.ca.