

## City of Wetaskiwin Sign Permit Application

### Applications can be:

1. Digitally submitted to [permits@wetaskiwin.ca](mailto:permits@wetaskiwin.ca)
2. Dropped off at 4705 50<sup>th</sup> Avenue, Wetaskiwin
3. Mailed to 4705 50 Avenue, Wetaskiwin, Box 6210, T9A 2E9 addressed to Development Services

For more information, call 780.361.4400 or e-mail [permits@wetaskiwin.ca](mailto:permits@wetaskiwin.ca)

| <b>Sign Permit Requirements</b>   |
|---|
| <b>1. Sign Permit Application Form</b>  |
| <b>2. Site Plan shall include:</b>  |
| 2.1. North arrow  |
| 2.2. Address of the property  |
| 2.3. Location of sign(s) in relation to property lines; including front, rear, and side yard setbacks   |
| <b>3. Diagram/Picture of proposed sign shall include:</b>   |
| 3.1. Rendering of proposed sign, including dimensions   |
| 3.2. Rendering of proposed location on building/site  |
| 3.3. Dimensions of the building   |
| *Note: Portable and Billboard Sign Permits are required to submit this information for the first application. Subsequent renewal applications are not required to submit a sign diagram/picture if the sign dimensions do not change. |

Application Date:

Sign Permit File:

Roll Number:

### SIGN PERMIT APPLICATION

|   |   |   |  |              |
|---|---|---|--|--------------|
| <b>1. Project Address:</b>  |   |   |  |              |
| Project Address:  |   | Plan:                                   | Block:   | Lot:         |
| Zoning:   |   | Permitted Use:                          | Discretionary Use:   |              |
| <b>2. Applicant(s) Information:</b>   |   |   | <b>3. Landowner(s) Information:</b>  |              |
| Owner:  | Contractor:                             | Business License:                       | Same as applicant:   |              |
| Name:   |   |   | Name:  |              |
| Address:  |   |   | Address:   |              |
| City:   |   |   | City:  |              |
| Province:   | Postal Code:                            |   | Province:  | Postal Code: |
| Phone:  |   |   | Phone:   |              |
| Email:  |   |   | Email:   |              |
| Unless otherwise noted, the applicant will receive electronic notification. |   |   |  |              |
| <b>4. Applicant's Signature:</b>  |   |   |  |              |
| Applicant Signature:  |   |   | Date:  |              |
| <b>Landowner's Signature:</b>   |   |   |  |              |
| Landowner Signature:  |   |   | Date:  |              |
| <b>5. Proposed Development Description (Check one):</b>                     |   |   |  |              |
| A-Board   | Awning/Canopy                           | Banner                                  | Billboard  |              |
| Development Directional   | Electronic Freestanding Sign            | Home-Based Business Identification Sign | Event Directional  |              |
| Fascia  | Portable                                | Freestanding                            | Pole   |              |
| Peddler   | Projectable                             | Reverse-T                               | Wall   |              |
| Other:  | Variance Required:      Yes          No |   | Variance form must be submitted with the development permit if a variance is required. |              |
| Wording on Sign:  |   |   |  |              |
| Sign Construction Value:  |   | Is the sign double-sided?               | Yes:   | No:          |
| Commencement Date:  |   | Completion Date:                        |  |              |
| <b>6. Proposed Sign Setbacks &amp; Dimensions (MUST BE IN METERS):</b>      |   |   |  |              |
| Property Setbacks:  | Front:                                  | Rear:                                   | Side 1:  | Side 2:      |
| Location on Building:   | North                                   | South:                                  | East:  | West:        |
| Dimensions:   | Length:                                 | Width:                                  | Area:  | Height:      |

| City Use Only: |  |                         |          |
|----------------|--|-------------------------|----------|
| Date Received: |  | Date Deemed Complete:   |          |
| Fees Received: |  | Receipt Number          |          |
| Received By:   |  | Entered into Munisight: |          |
|                |  | Variance Required:      | Yes: No: |
| Notes:         |  |                         |          |

