



**DISTRICT OF PORT HARDY
APPLICATION FOR SIGN PERMIT**

The information requested in this form is required to expedite the application and to assist District staff in preparing a recommendation.

This form is to be completed in full and submitted with all requested information, Permit Application, Application Fee and a copy of a State of Title Certificate, or a copy of a Certificate of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as a proof of ownership for the subject property.

Applicant and Registered Owner

1. (1) Applicant's Name _____
 Address _____ Postal Code _____
 Telephone: Business _____ Home _____
- (2) Registered Owner's Name _____
 Address _____ Postal Code _____
 Telephone: Business _____ Home _____
- (3) A copy of a State of Title Certificate, or a copy of a Certificate of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as a proof of ownership.

Application Fee

2. An Application Fee as set out in the District of Port Hardy Rates Bylaw shall be made payable to The District of Port Hardy and shall accompany the Application.

Location and Type of Sign

3. (a) Legal Description in Full

- (b) Location of Building (street address of property, general description or map)

- (c) Type and form of Sign (see Sign Bylaw)

- (d) Present Zoning _____
- (e) Description of the Existing Use/Development

- (f) Full description of the Proposed Sign Construction, including materials, size, form, appearance, location, and number (use separate sheet if necessary)

Reasons in Support Application

4. Reasons and comments in support of the application (use separate sheet if necessary)

Attachments

5. At the time of providing Application and Information Forms to the applicant, the Official shall indicate which of the following attachments are required or not required for this Application. The Official may require additional information.

- (1) A dimensioned Sketch Plan drawn to scale of _____ to _____ showing the size and location of the proposed sign.

RECEIVED: Yes _____ No _____

- (2) A dimensioned Sketch Plan drawn to a scale of _____ to _____ showing the proposed location of the sign on the building, and the road elevation of the building or structure.

RECEIVED: Yes _____ No _____

I/We hereby make application to permit the construction of the proposed sign as detailed above.

(Date)

(Applicant's Signature)

Where the Applicant is NOT the REGISTERED OWNER, the Application must be signed by the REGISTERED OWNER or his SOLICITOR.

THIS APPLICATION IS MADE WITH MY FULL KNOWLEDGE AND CONSENT

(Date)

(Registered Owner's Signature)

FOR OFFICE USE ONLY

APPLICATION FEE \$ _____ RECEIVED.

Receipt No. _____

(Date)

(Signature of Official)