



## Schedule "A" to By-Law #16-2019

### Permit Fees & Summary Table

#### **SIGN BY-LAW PERMIT FEES**

The following fees shall be paid to the Town of Prescott at the time of application for a sign permit:

All signs which require a permit will be \$75.00 plus any Building Permit Fees required. The maximum fees at any given time for signage will be capped at \$225.00

Should a special exception be requested regarding this By-Law it can be submitted for consideration for a fee of \$500.00. Any arguments for said exception can be included with the application form of said sign. Special exception requests will be heard by the Planning Advisory Committee.

**SIGN BY-LAW SUMMARY TABLE**

Sign/Display Type	Section	Permit Required Y/N	Commercial - General	Commercial - Downtown Core/Waterfront	Industrial	Institutional	Residential
			Permitted Uses				
Awning	7.1	Y	✓	✓	✓	x	x
Banner (Building Face)	7.1	Y	✓	x*	✓	x	x
Banner (Projecting)	7.2	Y	✓	✓	✓	✓	x
Billboard	5.0, 7.4	Y	✓	x	✓	x	x
Canopy	7.5	Y	✓	✓	✓	x	x
Directional	4(I)	N	✓	✓	✓	✓	✓
Election	6.21	N	✓	✓	✓	✓	✓
Electronic Message Display	5(S), 7.4, 9.1	Y	✓	x*	✓	✓	x
Fascia	7.1	Y	✓	✓	✓	x	x
Flashing	5(A)	N/A	x	x	x	x	x
Ground/Pylon	7.4 & 9.1	Y	✓	✓	✓	✓	x*
Home Business Occupation or Professional	8	Y	x	x	x	x	✓
Incidental	4(L)	N	✓	✓	✓	✓	✓
Internal	4(O)	N	✓	✓	✓	✓	✓
Illuminated	6.22	Y	✓	✓	✓	✓	✓
Luminous	5(C), 6.33	Y	✓	x*	✓	✓	x*
Off-Site	5(U), 7.9	Y	✓	x	✓	x	x
Portable	7.3 & 9.3	Y	✓	✓	✓	✓	x
Projecting	7.2 & 9.4	Y	✓	✓	✓	✓	x
Public Information	4 (B)	N	✓	✓	✓	✓	✓
Real Estate/Real Estate Development	6.19, 6.20	N	✓	✓	✓	✓	✓
Roof	5 (K)	N/A	x	x	x	x	x
Sandwich Board	7.3, 9.3	N	✓	✓	✓	✓	x
Soffit	7.6	Y	✓	x	✓	x	x
Temporary Signs	4 (C,D)	N	✓	✓	✓	✓	✓
Trailer/Mobile/Readograph	5(T), 7.3	Y	✓	x	✓	x	x
Wall	7.8, 9.2	Y	✓	✓	✓	✓	x
Window	7.7	N	✓	✓	✓	x	x
Yard Sale	4(G)	N	✓	✓	✓	✓	✓
Merchandise/Window Display	7.10	N	✓	✓	✓	✓	x

See By-Law Section 2 for sign type definitions

\* Exceptions Apply in Certain Cases



Schedule "B" to By-Law #16-2019

Application for Sign Permit

Name of Applicant: \_\_\_\_\_

Name of Company (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address of Subject Property: \_\_\_\_\_

Zoning Designation of Subject Property: \_\_\_\_\_

Size of Sign: \_\_\_\_\_ Sign Type: \_\_\_\_\_

General Location on Property: \_\_\_\_\_

Site Plan Attached (Where Applicable): Yes \_\_\_ No \_\_\_

General Content of Sign: \_\_\_\_\_

Permanent Installation: \_\_\_ Temporary Installation: \_\_\_

Enclose required application attachments outlined in section 3.3 of by-law.

Signature of the Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Office Use Only - Approval Status:**

Approved \_\_\_

Approval is hereby granted to erect signs in accordance with the above application, subject to the following conditions (if any): \_\_\_\_\_

Declined \_\_\_

The application for sign permit has been declined on the following basis: \_\_\_\_\_

Temporary signs are to be removed not later than: 12:00 midnight \_\_\_ Day of \_\_\_\_\_ 20

\_\_\_\_\_ Date

\_\_\_\_\_ Chief Building Official/Town of Prescott

Receipt #		Permit #		Fee\$		HST		Total Fee:	
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## Schedule 'C' to Sign By-Law #16-2019

### Hold Harmless Agreement

**THE UNDERSIGNED** hereby agree and save harmless the Corporation of the Town of Prescott, its officers, employees and officials from all claims or cause of action against the Corporation of the Town of Prescott, because of injury or damage to property of others arising from the placement of a sign or other property of the undersigned and placed on, into or above property on premises of the Town of Prescott.

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Applicant Signature

Print Name:	
Date:	

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Witness Signature

Print Name:	
Date:	



**Insurance Certification**  
**(RE: By-Law #16-2019 - Sign & Display By-Law)**

**THE UNDERSIGNED** hereby certifies that insurance coverage is in full force and effect for the Corp. of The Town of Prescott with the (Insurance Company) \_\_\_\_\_, under policy number \_\_\_\_\_ with liability limits not less than \$ 2,000,000.00 and covering all business premises and operations. Further, that the Town will be given fifteen (15) days notice of cancellation or non-renewal of this policy of insurance and further, that this policy acknowledges the above agreement.

**Signed by:** \_\_\_\_\_ Dated this \_\_\_ day of \_\_\_\_\_, 20 \_\_\_

(authorized insurance  
representative)

\_\_\_\_\_  
(name, please print clearly)

Personal information contained on this form is collected under the authority of the Municipal Act and the Corporation's By-law No 16-2019 and will be used to determine eligibility for the application licence.



# Schedule "D" to Sign By-Law #16-2019

## Zoning By-Law Area Map

