



Development Permit # _____

Application Date: _____

APPLICATION FOR SIGN PERMIT

1. GENERAL INFORMATION

(Please complete contact information on the second page)

Landowner: _____

Applicant: _____

2. PROPERTY

Address to be Developed: _____

Legal Description: Lot _____ Block _____ Plan _____ or, _____ - _____ - _____ - _____ - W5

Land Use District _____ Roll # _____ Qtr. Sec. Twp. Rge. Mer

3. TYPE OF SIGN

Please include a description of your proposed Sign(s):

4. FEES, DEPOSITS, ETC.

Application Fee

\$ 25.00

Other (_____)

\$ _____

Total

\$ _____

Only the application fees are
payable at the time of application.

Should you have any questions about your permit, we would be happy to assist you.

5. CONTACT INFORMATION**Applicant:** _____

Mailing Address: _____

Town/City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ Cell/Alternate: _____

Email: _____

(If Different Than Above)

Landowner: _____

Mailing Address: _____

Town/City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ Cell/Alternate: _____

Email: _____

The personal information is being collected under the authority of the Municipal Government Act M-26 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Town of Slave Lake FOIP Coordinator.

- I hereby acknowledge and understand that a Development Permit comes into effect 21 days after the date of decision of the Development Authority.
- The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Authority may appeal to the Subdivision and Development Appeal Board within 21 days of the date of decision.
- I hereby agree that, should I not appeal the conditions of the approval of the DEVELOPMENT AUTHORITY within 21 days from the date of the decision, I will undertake to perform, fulfill and abide by all conditions of the Development Permit.
- I understand that I may be required to obtain permits pursuant to the Alberta Safety Codes Act.

Landowner's Name *(printed)*_____
Landowner's Signature_____
Date_____
Applicant's Name *(printed)*_____
Applicant's Signature_____
Date

6. CONSENT TO ELECTRONIC NOTIFICATION

- ☐ I consent to receive documents from the Planning Department by electronic means and have provided the following email address to be used by the Town for that purpose.

Email address to be used: _____

Landowner's Name *(please print)*

Landowner's Signature

Date

Applicant's Name *(please print)*

Applicant's Signature

Date

7. RIGHT OF ENTRY

RIGHT OF ENTRY BY AN AUTHORIZED PERSON OF THE TOWN OF SLAVE LAKE FOR THE PURPOSES OF SITE INSPECTIONS OF THE LAND AFFECTED BY A PROPOSED DEVELOPMENT PERMIT APPLICATION.

☐ **I DO**

OR

☐ **I DO NOT**

GIVE CONSENT FOR AN AUTHORIZED PERSON(S) OF THE TOWN OF SLAVE LAKE TO ENTER UPON THE LAND THAT IS SUBJECT TO A DEVELOPMENT PERMIT APPLICATION FOR THE PURPOSES OF MAKING A SITE INSPECTION IN ORDER TO:

- **PRE-DEVELOPMENT INSPECTION(S)** EVALUATE THE SITE WITH THE PROPOSED DEVELOPMENT
- **LOT GRADING INSPECTION(S)** EVALUATE THE LOT GRADING ON SITE
- **FINAL DEVELOPMENT COMPLETION INSPECTION(S)** CONFIRM ALL CONDITIONS OF THE DEVELOPMENT PERMIT HAVE BEEN MET.

All inspections will be conducted during regular business hours i.e. Monday to Friday from 8:00 am to 4:30 pm. You are not required to be present during these inspections, however you may be present if you choose. The Planning Department will not be entering into any structures at any time and will not be conducting inspections for any other reason(s) than those specified above. **However, if this application is for an Apartment, a Secondary Suite, a Security Suite or a Bunkhouse the Planning Department will conduct an inspection of the interior of these developments.**

Please be advised that if consent is given, the Planning Department will not provide further notice before conducting these inspections.

SUBJECT LAND: _____
(CIVIC ADDRESS)

Landowner's Name *(please print)*

Landowner's Signature

Date

8. SIGN PERMIT CHECKLIST

- ☐ Dimensions and Area of Sign(s) _____
- ☐ Location of Sign(s) on the building and the site _____
- ☐ Type of Sign(s) *(Circle)* **Awning/Canopy** **Digital** **Fascia** **Freestanding** **Portable/Temporary** **Projecting**
(See definitions below)
- ☐ Number of Sign(s) _____
- ☐ Are the Sign(s) Illuminated? *(Circle)* Y or N
- ☐ Do the Sign(s) contain Digital Components? *(Circle)* Y or N

Please sketch the location of the Sign in the "Box" below. If you have a picture of the Sign please include. Please include the proposed wording on the Sign.

TYPE OF SIGNS

"AWNING or CANOPY" means a projection outward from the face of a building that is primarily designed to provide protection from the climatic elements.

"DIGITAL SIGN" means a network of customizable digital displays that can be controlled electronically using a computer allowing the content to be altered remotely. Examples of digital signs include indoor and outdoor LED signs and displays, moving message boards i.e. chasing borders, letters and symbols, variable message signs and electronic message centres. Digital Signs may contain Animated and Motion Graphics. A Digital sign can mean a component of a sign or the entire sign.

"FASCIA SIGN" means a sign placed flat and parallel to the face of the building so that no part projects more than 30 cm (1 ft.) from the building.

"FREESTANDING SIGN" means a sign supported by structures or supports that are placed on or anchored in, the ground and that are independent from any building or other structure and does not include a portable sign.

"PORTABLE TEMPORARY SIGN" means a sign on a standard or a column fixed to its own self-contained base and capable of being moved manually and is intended to be used on a temporary short-term basis. Portable Temporary Sign may include changeable letters or a digital display.

"PROJECTING SIGN" means a sign that is suspended from or supported by a structure or column and projecting out such that the sign faces are not parallel to the building line. This is not a fascia or awning/canopy sign.