

For Use by City Staff (Principal Authority)

Application Number:

Date Received:

Permit Number (if different):

Application Submitted to: **City of Niagara Falls****A. Project information**

Street Address:

Unit No.

Lot/Con:

Estimated Construction Value: \$

Lot Frontage:

m

Does the proposed sign pertain to one or more new / existing business(es) on the premises? ☐ Yes ☐ No

If yes, please provide name(s) of business(es):

Are there any other signs present on the property? ☐ Yes ☐ No If Yes, list:

If yes, number of existing ground signs:

Total number of existing signs:

B. Sign detailsProposed work is: ☐ newly erect ☐ alter ☐ repair ☐ relocate ☐ electrical Installation date:Size of sign: m X m = m² Min. height above grade: m Total height: mIs sign a projection sign? ☐ Yes ☐ No Projection: m Sign is covered by insurance for damage/injury? ☐ Yes ☐ No

Type and Number of signs to be erected:

<input type="checkbox"/> awning:	<input type="checkbox"/> banner:	<input type="checkbox"/> billboard:	<input type="checkbox"/> canopy:	<input type="checkbox"/> fascia:
<input type="checkbox"/> logo:	<input type="checkbox"/> murads:	<input type="checkbox"/> portable:	<input type="checkbox"/> projecting:	<input type="checkbox"/> ground supported:
<input type="checkbox"/> wall:	<input type="checkbox"/> roof:	<input type="checkbox"/> pylon:	<input type="checkbox"/> tourist home:	<input type="checkbox"/> projected image:
Sign finish: <input type="checkbox"/> painted <input type="checkbox"/> plastic <input type="checkbox"/> neon <input type="checkbox"/> wood <input type="checkbox"/> electronic			Is sign illuminated? <input type="checkbox"/> Yes <input type="checkbox"/> No	

C. ApplicantApplicant is: ☐ Owner or ☐ Authorized Agent of Owner (if selected complete and attach authorization form)

Last Name:

First Name:

Corporation or Partnership:

Street Address:

Unit No.

Lot/Con:

Municipality:

Postal Code:

Province:

Telephone Number:

Cell Number:

Email:

D. Owner (if different from applicant)

Last Name:

First Name:

Corporation or Partnership:

Street Address:

Unit No.

Lot/Con:

Municipality:

Postal Code:

Province:

Telephone Number:

Cell Number:

Email:

E. Sign Contractor (MUST be licensed by the City of Niagara Falls, Clerks Department)

Last Name: First Name: Corporation or Partnership:
 Street Address: Unit No. Lot/Con:
 Municipality: Postal Code: Province:
 Telephone Number: Cell Number: Email:

F. Declaration of applicant

I the applicant, acknowledge that the information contained in this application, attached plans and specifications, and other attached documentation is true to the best of my knowledge and that if the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Date: Signature:

Personal information contained in this form is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to the Chief Building Official of the City of Niagara Falls.

Completing this Form**E. Sign Contractor**

The City of Niagara Falls currently licences Sign Installers. For this reason, the Sign Contractor / Installer's information is required to be provided to allow staff to verify the status of the licence for the identified contractor. Should the contractor listed not be licenced, a licence will be required prior to the issuance of the sign permit. Please contact the Clerk's Department for the City of Niagara Falls to enquire about sign installer licencing (905 356 7521 ext. 4283).

Required Supplemental Information

In addition to the submission of this completed form the submission must also include a drawing/diagram/picture of the sign as well as the intended wording of the sign.

Building Permit

If the construction of a sign requires a building permit, a separate sign permit is not required provide a building permit is obtained.

Other Approvals

Where the erection of a sign requires approvals from the Regional Municipality of Niagara, Ministry of Transportation or Niagara Parks Commission, a sign permit from the City of Niagara Falls is **NOT** required. However, in order to be exempted from the requirement for permit this form along with the approval(s) granted from the other authorities shall be submitted to Building Services for our records. It should be noted that approvals from other authorities does **NOT** exempt an applicant from obtaining a building permit.

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Regional Municipality of Niagara Approval Required: ☐ Yes ☐ No ☐ Obtained, Date:
 Ministry of Transportation Approval Required: ☐ Yes ☐ No ☐ Obtained, Date:
 Niagara Escarpment Commission Approval Required: ☐ Yes ☐ No ☐ Obtained, Date:
 Niagara Peninsula Energy / Ontario Hydro Approval Required: ☐ Yes ☐ No ☐ Obtained, Date:
 Niagara Peninsula Conservation Authority Approval Required: ☐ Yes ☐ No ☐ Obtained, Date:
 Building comments:

Permit Issuance Authorized by the undersigned for the Chief Building Official

Date: Signature: