



The Corporation of the Town of Orangeville

Sign Variance Approval
Application Form

1. Name of **Owner** _____
Address _____

Telephone No. (____) _____ Facsimile No. (____) _____

2. Name of **Agent** (if any) _____
Address _____

Telephone No. (____) _____ Facsimile No. (____) _____

Note: To appoint an Agent, the Owner Authorization must be filled out in full, executed and dated. Unless otherwise requested, all communications will be directed to the Agent, if any.

3. Location and Description of Subject Property

4. Nature and extent of relief applied for

5. Dimensions of the proposed sign (in metres):
height: _____ width: _____ area (m²) _____

6. Type of sign: _____

Note: see back page for definitions of sign types.

7. Why is it not possible to comply with the provisions of the Sign By-law?
(include reasons for the proposed variance)

8. Date of acquisition of the subject lands: _____

9. Existing uses of the subject property: _____

10. Has the Owner previously applied for relief in respect of the subject lands?

Yes:

No:

If yes, describe briefly below:

11. Is the property currently subject to a site plan application?

Yes:

No:

If yes, file number: _____

Declaration

I have read the information provided and all above statements are true to the best of my knowledge.

Signature of Owner or Authorized Agent

Dated at the _____ of _____

this _____ day of _____ 20 _____

Owner Authorization

Note: to be signed by Owner only if an Agent has been appointed.

As of the date of this application, I am the registered Owner of the lands described above. I authorize the submission of this application on my behalf by:

Please print name of appointed Agent

whom I have appointed as my Agent.

Date: _____ Signed: _____

Signature of Owner

Please print name of Owner

Owner Authorization

Note: to be signed by Owner only if an Agent has been appointed.

As of the date of this application, I am the registered Owner of the lands described above. I authorize the submission of this application on my behalf by:

Please print name of appointed Agent

whom I have appointed as my Agent.

Date: _____

Signature of Owner

Please print name here

Town of Orangeville

Erection of Signs - By-law 28-2013

The erection of signs, canopies and other advertising devices within the Town of Orangeville is controlled by the Town's Sign By-law, By-law 28-2013.

Sign types

Awning: means a sloping wall sign supported from the exterior wall of a building and is usually of nonrigid materials except for the supporting framework and includes a *canopy* but not a *marquee*.

Bag Sign: means a temporary sign that is constructed of an opaque plastic bag that is placed over a steel frame and pushed into the ground.

Banner: means a sign composed of lightweight material so as to allow movement which is caused by atmospheric conditions and includes flags.

Coroplast Sign: means a temporary sign made of corrugated plastic which is lightweight, durable and is placed over a frame and pushed into the ground.

Digital Signage: is digital generated artwork that can be in colour and is placed onto a coroplast backing and affixed to the frame of a 4.5 m² portable temporary sign face.

Directional Sign: means a sign which provides direction or information for the control of vehicular traffic such as an entry or exit sign or a loading area sign.

Election Sign: means a sign erected in connection with a federal, provincial, or municipal election and/or referendum.

Flashing Sign: means a sign with illumination that varies in intensity at periodic intervals.

Ground Sign: means a sign supported by a sign structure embedded in the ground to a depth of at least 0.5 metres and which is not attached to any part of a building and used for the purposes of advertising a lawful business or product sold on the premises.

Marquee: means a permanent roof-like structure composed of rigid materials extending perpendicularly from all or part of a building face but does not include a *canopy* or *awning*.

Off-Premises / Billboard Sign: means a ground sign displaying an advertisement related to a business or manufacturing enterprise or other activity not conducted within the building or upon the premises on which the sign is erected. An *off-premises/billboard sign* does not include a *wall sign*.

Pole Sign: means a sign composed of a lightweight but rigid material, which is typically located in a parking area and which is affixed to a light standard or other similar pole such that the bottom of the sign is off the ground.

Portable Temporary Sign: means any sign which is specifically designed to be readily moved from one location to another and which does not rely on a building or fixed foundation for its structural support and includes an inflatable sign but not a *ground sign* or *sandwich board sign*.

Projecting Sign: means a sign which is affixed to a building, wall or structure and which projects therefrom for a distance greater than 0.6 metres but does not include a *marquee*, *canopy* or *awning*.

Roof Sign: means a sign erected entirely on or above the roof or parapet of any building.

Sandwich Board Sign: means a sign not permanently affixed to the ground, building or structure, which is hinged or otherwise attached at the top enabling the two-sign faces to be extended into an "A" shape so as to support the sign.

Temporary Sign: means a sign which is erected to promote a charitable or non-profit event and can only be displayed for a maximum 60 day period for each event. Temporary signs cannot be used to promote a business or product, with the exception of one temporary sign for a building contractor or home renovation operator working on site for a maximum 30 day period.

Wall Sign: means a sign erected against the wall of any building, the display surface of which is relatively parallel to the face of and supported by such a wall and which does not project more than 0.6 metres from the wall. A wall sign does not include an *off-premises/billboard sign*.

Window Sign: means a sign which is directly affixed to, painted on or etched on the inside of any window.

Application fee

At the time of submission, the applicable processing fee must accompany the completed sign variance application form. **The current fee is \$200.00.** A cheque or cash may be submitted. Make cheques payable to *The Town of Orangeville*.

Processing

A complete application and the applicable application fee is submitted to the Building and By-law Department in the Municipal Offices, Town Hall, 87 Broadway, Orangeville, L9W 1K1. Once a complete application package is received, it is circulated for comment by the Building and By-law Department and forwarded to Council with a report for consideration.