



Permit application form for:

SIGN
Cost : 20 \$

Location of work

Address :

Identification of the owner or applicant
(If you are not the owner, please provide a power of attorney from the owner)

Name : _____ Address : _____

Phone : _____ Email : _____

Projected works

- Installation of a new sign Modification of an existing sign

The permit application must include

- A layout plan or sketch to scale
 A construction plan to scale

Overall height: _____

Clear height (between sign and ground) : _____

Size of sign : _____

Materials: _____

Type : 1 post 2 posts flat to wall perpendicular to wall

Number and type of existing signs on property:

Sign inscription:

Lighting:

- Internal External Constant Flashing Other

Work performed by :

- Owner or Contractor ↓ (add required information)

Name of contractor : _____

Scheduled start date:

Scheduled end date:

RBQ # : _____

Name of the responsible : _____

Estimated cost with labor and material _____ \$

Additional information or list of works

Declaration of owner or applicant

I the undersigned: _____ Date : _____

MM - DD - AA

- Declares and that the information provided is complete and true.
 In addition, I undertake to comply with the provisions of the town planning regulations in force and any laws that may relate to it.

Signature of applicant : _____

Application will be reviewed when all information has been provided

By Laws information are available on our website

www.melbournecanton.ca

- *All applications must be completed and paid according to the rates agreed in the regulations on permits and certificates.*
- The inspector has a period of thirty (30) days to issue or refuse the certificate of authorization from the date of receipt of all the documents required by this regulation.
- Any refusal must be justified in writing within the same time limit, and in all cases, it must be returned to the applicant along with a copy of the documents joined to the application.

Any authorization issued by the municipality does not exempt the applicant from ensuring that their project complies with the Environment Quality Act and the Wildlife Conservation and Development Act.

- This request must be completed, signed and delivered to the municipality either in person or by email: inspecteur@melbournecanton.ca
- The cost of the permit can be paid at Town Hall in cash, by check or through your banking institution (except CIBC).