

## Permit Requirements

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### Portable Signs – Production Home Builder A-frame Signs

#### Permit Application

1. **Completed permit application form** consisting of:
  - Application Form “Portable Sign Permit Application”
  - Certificate of Insurance
2. **Three (3) copies** of plans and specifications including:
  - City map showing the location of the sign(s.)
  - Drawings of and information with respect to the sign(s) including the size of the sign(s).
3. Portable Sign Permit fee of \$125.00 per sign (non-refundable).

#### Sign Permit Issuance

1. The owner shall provide evidence of Commercial General Liability Insurance with an inclusive limit of not less than \$2 million per occurrence, the Corporation of the City of Brampton shall be included as an additional insured.
2. A validation sticker must be placed on the sign in a clearly visible fashion.
3. No person shall erect or display, or cause to be erected or displayed, a portable sign within a sightline or in a manner which interferes with pedestrian or vehicular traffic.
4. Contractors named on the application must obtain a City of Brampton contractor’s license for the current year. For information call (905)874-2580.
5. Other approvals may be required prior to the issuance of a permit:
  - Region of Peel (905)791-7800 ext. 7905
  - Ministry of Transportation (416)235-4592

#### **Permits**

Tel. (905)874-2401  
Fax (905)874-2499

#### **By-law Enforcement**

Tel. (905)458-3424  
Fax (905)458-3903



**BUILDING DIVISION**

8850 McLaughlin Road, Un 1  
 Brampton, ON L6Y 5T1  
 Tel: 905-874-2401

# PORTABLE SIGN PERMIT APPLICATION

<b>DATE STAMP</b>	<b>APPLICATION NUMBER</b>	
	<b>ACCEPTED BY</b>	<b>BUILDING FILE #</b>

TO THE DIRECTOR OF BUILDING: Pursuant to the City of Brampton Sign By-law 399-2002, as amended, the undersigned hereby applies for a permit to display a portable sign as described on this application and the documents submitted herewith.

<b>LOCATION</b>	STREET NO.	STREET NAME	UNIT NO.
	LOT/BLK	PLAN/CON	REFERENCE PLAN (If Applicable)
<b>PORTABLE SIGN TYPE</b>	CLASS A - MOBILE SIGN <input type="radio"/>	CLASS C - INFLATABLE <input type="radio"/>	BUILDER'S A-FRAME SIGN <input type="radio"/> # _____
	CLASS B - A-FRAME SIGN <input type="radio"/>	CLASS D - OTHER <input type="radio"/>	START DATE _____
<b>PROPERTY OWNER</b>	NAME		
	STREET NO.	STREET NAME	UNIT NO. PHONE NO.
	CITY	PROVINCE	POSTAL CODE FAX
<b>TENANT OR OCCUPANT FOR WHICH THE SIGN IS DISPLAYED</b>			PHONE NO.
	NAME		
<b>PORTABLE SIGN CONTRACTOR / SUPPLIER</b>	STREET NO.	STREET NAME	UNIT NO. PHONE NO.
	CITY	PROVINCE	POSTAL CODE FAX NO.
	NAME		

**APPLICANT'S DECLARATION**

I,  of	LAST NAME	FIRST NAME	PHONE NO.
	STREET NO.	STREET NAME	UNIT NO. FAX NO.
	CITY	PROVINCE	POSTAL CODE MOBILE/PAGER NO.

**Do hereby declare the following:**

- THAT I am  the property owner as stated above  
 the owner's authorized agent  
 an officer/employee of \_\_\_\_\_ which is an authorized agent of the owner
- THAT the statements made and the information provided herein are true and correct and are made and provided with full knowledge of the circumstances relating to this application
- THAT I know of no reason why a permit should not be granted pursuant to this application
- WHERE applicable only personnel licensed by the City of Brampton will be employed on this project

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

**OFFICE USE ONLY**

<b>RECEIPT NO.</b>
<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Other
<b>FEES</b>
Permit Fee \$
Copies \$
Total Fee \$

<b>EXPIRY DATE</b>

<b>REVIEWED BY</b>
SIGNATURE
DATE

NUMBER OF PERMITS ISSUED THIS YEAR _____
EXPIRY DATE OF LAST PERMIT ISSUED _____
# OF EXISTING SIGNS ON THE PROPERTY _____

<b>COMMENTS</b>

<b>ISSUANCE OF PERMIT AUTHORIZED</b>	<b>DATE</b>

