



SIGNAGE DEVELOPMENT APPLICATION

(A-Board, Awning and Canopy, Billboard, Election, Fascia, Free Standing, Painted Wall, Portable, Projecting, Subdivision, and Wall)

A PERMIT IS NOT REQUIRED FOR:

(All of the following signs must conform with the Land Use Bylaw No. 2006/6 Section 81)

- Government signs, notices, placards or bulletins
- Street numbers or letters
- Non-illuminated signs advertising home businesses, bed and breakfast establishments or guest ranches that have received County approval
- Fascia sign stating:
 - Name or address of building
 - Name of person or institution occupying the building
 - Hours of operation or rate charges
- Real-estate property management sign
- Candidate election signs
- Directional signs
- Temporary signs for charitable local events
- Construction signs
- Signs for the guidance, warning or restraint of persons

APPLICATION CHECKLIST

- Complete application form
- Signatures of **all registered landowners**
- Complete Statutory Declaration form - Verification of signing authority for all companies
- Complete Appointment of Agent form, if landowner is not the applicant
- Application fees
- Site plan (awning/canopy, fascia, projecting, and wall signs are exempt) indicating:
 - Location of all structures, parking, access, and landscaping on the property
 - Location of all easements and/or utility right-of-way
 - Location of all proposed signs and setbacks from property lines, structures, and easements and/or utility right-of-way
- 2 copies** of complete professional drawings including:
 - Elevation drawings (may include rendering/illustration)
 - Overall dimensions of the sign and total sign area
 - If applicable, the amount of projection from the face of the building
 - If applicable, the amount of projection over County property
 - The height of the top and the bottom of sign above the average ground level at the face of the building or sign
 - The distance to aerial power lines from freestanding signs
- Any other information that is deemed necessary by the Development Authority

PUBLIC NOTICE

The following will be the manner in which notice will be given for the issuance of Development Permits:

PERMITTED USES:

Not requiring a relaxation: Upon the issuance of a Development Permit, the details will be posted on the Public Bulletin Board in the County office, on the County website and in the County News.

Requiring a relaxation: Upon receiving the application, the application will be referred to affected adjacent landowners. Upon an approved decision of an application the details of the application will be advertised in the *Red Deer Express*.

DISCRETIONARY USES: Upon receiving the application, the application will be referred to affected adjacent landowners. Upon an approved decision of an application the details of the application will be advertised in the *Red Deer Express*.

A person or persons affected by an order, decision or development permit may submit their appeal and required \$400 appeal fee in writing within 14 days of the date of advertising to:

Secretary, Development Appeal Board
Red Deer County
38106 Range Road 275
Red Deer County, AB T4S 2L9



ADDITIONAL PERMIT REQUIREMENTS

Please be advised your development project may require approvals and permits other than those issued by Red Deer County. Approval may be required from the following agencies, but not limited to:

- Alberta Environment
- Alberta Transportation
- National Resource Conservation Board (NRCB)
- Alberta Agriculture
- Energy Resources Conservation Board (ERCB)
- Alberta Health Services
- Petroleum Tank Management Association of Alberta
- Other Agencies as Required

It is your responsibility to obtain any necessary permits as Planning & Development Services may require copies from you. All projects should commence with consideration of the Home Owners FireSmart Guidelines and the Provincial Fire Code.

For further information, please contact Planning & Development Services at:

38106 Range Road 275
Red Deer County, AB T4S 2L9
Phone: (403) 350-2170
Fax: (403) 346-9840
development@rdcounty.ca
www.rdcountry.ca

Please Note:

Property Owners can obtain information regarding utilities, well, pipelines etc. that may be located on, over or below their property by contacting AB Environment Information Services Group:

Toll free: 403-310-0000 when prompted enter 403-297-8311 then select option 2. Or e-mail infoservices@ercb.ca



SIGNAGE DEVELOPMENT APPLICATION

SECTION A – CONTACT INFORMATION

Applicant Name: _____
Mailing Address: _____
City: _____ Province: _____ Postal Code: _____
Phone: _____ Cell: _____ Fax: _____
Email: _____

SECTION B – SITE INFORMATION

Street/Rural Address: _____
Legal Subdivision: _____ Lot: _____ Block: _____ Plan: _____
Part of: NE NW SE SW ¼ Section: _____ Township: _____ Range: _____ West of: _____ M
Land Use District _____ Parcel Size: _____ Ha Acres

SECTION C – DEVELOPMENT

Sign Type _____
Sign Height _____
Sign Area _____
Distance from top of sign to grade _____
Value of proposed development _____
Existing building and present use of property: _____
Is the development within ½ mile of a Provincial Highway? Yes No
If Yes, which Highway: _____

SECTION D – FINAL AUTHORIZATION

By submitting an application for development, I am allowing right of entry for inspection purposes. I hereby make application and acknowledge all plans and information submitted are, to the best of my knowledge, true and accurate.

Applicant / Landowner Signature _____ Date _____
Applicant / Landowner Signature _____ Date _____

PAYMENT INFORMATION

Cash Debit Credit Card Cheque No.: _____ Please call for payment (credit card only)
Credit Card No.: _____ Exp. Date: _____
Name on Card: _____ Signature of Card Holder: _____

FOR OFFICE USE ONLY

Date Received: _____ File Number: _____ Legal File No.: _____
Application Fee: _____ Diamond No.: _____ Linc No.: _____
Roll No.: _____ Receipt No.: _____ Region: _____ Division: _____

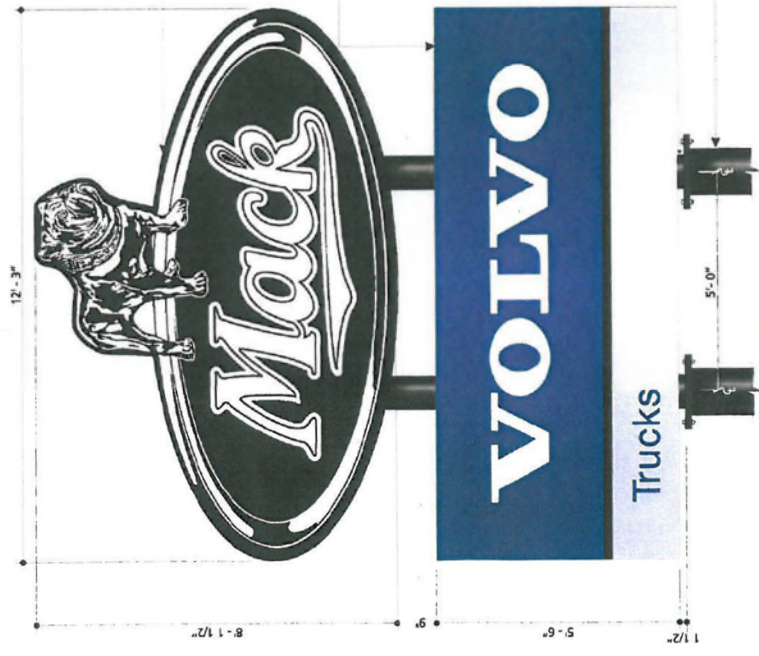
Please Note: The personal information requested in these forms is protected under the Freedom of Information and Protection of Privacy Act (FOIP). Collection of the personal information on this form is authorized under the Municipal Government Act and is required for the purpose of the County's Planning & Development processes. The information will be used by the County staff and representative contact information. If you have questions regarding FOIP, please phone 403.350.2150 and ask for the FOIP Coordinator.

SAMPLE ELEVATION DRAWINGS

DRAWING NO.
#MACVOL-PY30x12



D/S ILLUMINATED PYLON SIGN
SCALE: N.T.S.



- FORMED ALUMINUM SIGN BOX**
- FRAMED ALUMINUM RETURNS AND PIS COVER (FRAMELESS) PAINTED BLACK
 - DIGITAL GRAPHICS PRINTED DIRECTLY TO WHITE FLEX FACE
- ILLUMINATED SIGN BOX**
- TOP AND BOTTOM SHELL PAINTED BLUE PMS #072.
 - FRAMED ALUMINUM RETURNS AND PIS COVER (FRAMELESS) PAINTED BLACK
 - BOTTOM PAINTED SILVER PMS #827
 - "VOLVO" TO BE 18mm CLEAR ACRYLIC LETTERS WITH TRANSLUCENT WHITE VINYL APPLIED TO FACE / LETTERS TO BE PUSHED THROUGH ALUMINUM FACE.
 - "TRUCKS" TO BE 18mm CLEAR ACRYLIC LETTERS WITH TRANSLUCENT WHITE VINYL APPLIED TO FACE AND BACKED UP WITH 3/16" WHITE ACRYLIC.
 - WHITE ACRYLIC TO HAVE ROYAL BLUE 3M #3638-B7 APPLIED TO 1ST SURFACE
 - BLACK 3M #3638-B7 APPLIED SURFACE OF ALUMINUM SHELL.
- NOTE:**
SIZES, TOP AND BOTTOM FILLER PIECES TO MATCH FACE COLOURS



- VECTOR ARTWORK REQUIRED.
- DIGITAL IMAGE FOR PRINTING REQUIRED.
- FINAL COLOUR SPECIFICATIONS REQUIRED.
- SITE CHECK REQUIRED.
- PRELIMINARY ARTWORK APPROVED FOR PRODUCTION

- 8.58" DIA. H.S.S. POLES PAINTED BLACK
- 12" DIA. H.S.S. POLES PAINTED BLACK

CLIENT APPROVAL
REVISION DATE

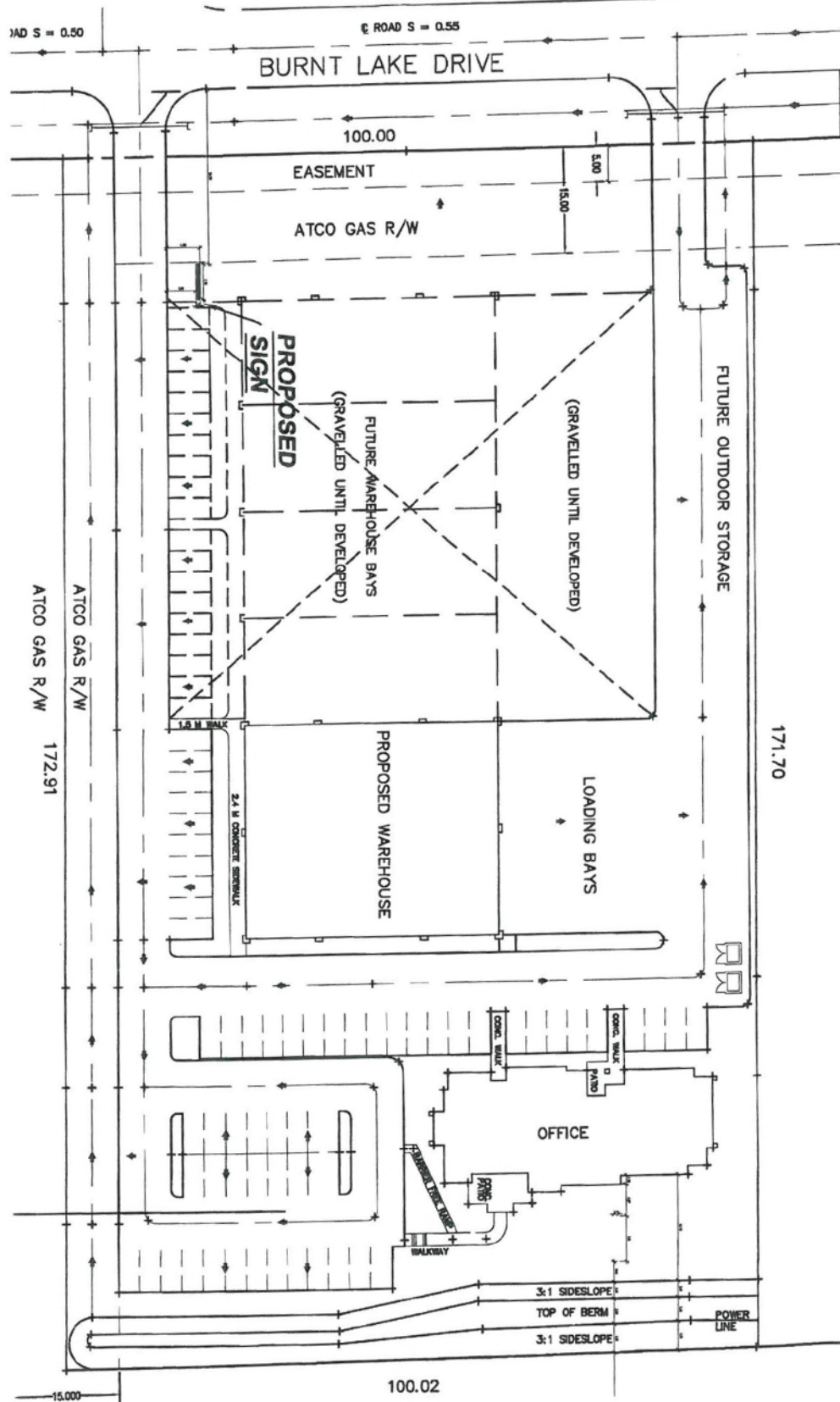
SALES: JIM FARWELL
DRAWN BY: T. DODGE
DATE: FEBRUARY 9, 2005



VARIOUS LOCATIONS
CANADA



SAMPLE SITE PLAN





APPOINTMENT OF AGENT

This form must accompany all applications where the applicant is not the registered landowner.

PLEASE INCLUDE ALL NAMES ON THE CERTIFICATE OF TITLE

I/We _____, being the registered owner(s) of:

Lot _____ Block _____ Registered Plan _____

NE NW SE SW ¼ Section _____ Township _____ Range _____ West of _____ Meridian

do hereby authorize:

_____ of _____, to act as Agent on my behalf in the matter of rezoning, subdivision and/or development of the above referenced lands only for the purpose of the current application dated _____, after which this authorization shall expire.

AGENT INFORMATION

Mailing Address: _____ City: _____ Province: _____ Postal Code: _____

Phone #: _____ Alternate #: _____ Email: _____

LANDOWNER INFORMATION

Mailing Address: _____ City: _____ Province: _____ Postal Code: _____

Phone #: _____ Alternate #: _____ Email: _____

Landowner Signature _____ Date _____

ADDITIONAL LANDOWNER SIGNATURES IF REQUIRED:

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

STATUTORY DECLARATION

Of Signing Authority

I, _____ do solemnly and sincerely
declare that I have the legal authority to sign documentation on behalf of
(company name) _____ and that (company name)
_____ is the legal land title holder of
¼ _____ Section _____ Twp _____ Range _____ W of _____ M
Lot _____ Block _____ Plan _____

I make this solemn declaration this _____ day of _____ in the year 20____ at _____,
Alberta, Canada.

(printed) (signed)

Sworn and Signed to be True in the
presence of:

Commissioner of Oaths
Province of Alberta, this
_____ day of _____, 20____.
Commission expires: _____