

**Development Permit Application
SIGNS****SITE ADDRESS**

Complete Civic Address: _____

APPLICANT

Name: _____ Phone: _____

Mailing Address: _____

Email: _____

PROPERTY OWNER

Name: _____ Phone: _____

Mailing Address: _____

Email: _____

PROPOSED DEVELOPMENT**APPLICANT ACKNOWLEDGEMENT**

- I am aware that this proposal will be reviewed by Inspections and Licensing, and may be delayed or refused if the application and/or information provided is incomplete.
- I understand that additional information may be required after the permit application has been submitted.
- I understand that this permit application may be refused if the proposed development does not conform to the *Zoning Bylaw* and/or amendments.

Signature of this document indicates your acknowledgment of the above requirements._____
Name of Applicant_____
Signature of Applicant**SEE REVERSE FOR REQUIRED DOCUMENTS**

PERMIT REQUIREMENT LIST

All application requirements are as per The City of Red Deer *Zoning Bylaw*.

1. Site Plan, showing the following criteria:

- North Arrow;
- Property lines shown and labelled; and
- Location of sign(s) in relation to property lines; including front, rear, and side yard setbacks.

2. Letter of Intent providing a detailed description of the proposed sign, including:

- Sign dimensions (height, length, area, etc.);
- Distance from grade, access ways, intersections, projection, etc.;
- Dates the sign will be placed on site; and
- If the sign, or any portion thereof, is to be Dynamic in nature.

3. Diagram/Picture of proposed sign(s):

- Rendering of proposed sign, including dimensions;
- Rendering of proposed location on building/site; and
- Dimensions of building.

4. Letter of Authorization from property owner registered on title, including contact information.