



**VILLAGE OF VALEMOUNT  
SIGN BYLAW NO. 674  
SCHEDULE "A"  
APPLICATION FOR SIGN PERMIT**

Village of Valemount  
PO Box 168  
Valemount, BC V0J 2Z0  
Phone: 250-566-4435  
E-mail: cao@valemount.ca

**Applicant Information**

Date of Application \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone No.: Business \_\_\_\_\_ Residence \_\_\_\_\_ E-mail \_\_\_\_\_

**Property Information**

Civic Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

| <u># of Signs</u>           | <u>Fee (per sign)</u> | <u># of Signs</u>              | <u>Fee per sign</u>    |
|-----------------------------|-----------------------|--------------------------------|------------------------|
| ___ Balloon Sign(s)         | \$ 20.00              | ___ Freestanding Sign(s)       | \$ 20.00               |
| ___ Banner Sign(s)          | \$ 20.00              | ___ Projecting Sign(s)*        | \$ 20.00               |
| ___ Canopy Sign(s)*         | \$ 20.00              | ___ Residential Sign(s)        | \$ 20.00               |
| ___ Changeable Copy Sign(s) | \$ 20.00              | ___ Sandwich Board Sign(s)*    | \$ 5.00                |
| ___ Fascia Sign(s)          | \$ 20.00              | ___ Temporary/Portable Sign(s) | \$ 20.00               |
| ___ Other Sign(s)           | \$ 20.00              | <b><u>TOTAL FEE</u></b>        | <b><u>\$ _____</u></b> |

**NOTE**

- This application must be accompanied with 2 sets of plans and specifications drawn in accordance with standard architectural practice to an appropriate scale and showing such information as may be necessary to provide for the enforcement of the applicable Bylaws. Key information, if applicable includes: site plan showing setbacks to existing signs, building and property boundaries; dimensions of each sign and colours.
- The following inspections are required to be called for on all sign installations within the boundaries of the Village of Valemount 1) location and/or foundation 2) method of attachment and 3) final inspection.
- I hereby agree to indemnify and keep harmless the Village of Valemount against all claims of whatsoever kind which may in any way occur against the Village in consequence of, and incidental to, the granting of this permit, if issued, and I further agree to conform to all requirements of any Bylaw relating to the installation of signs in the Village.

**I/WE HEREBY DECLARE THAT ALL ABOVE STATEMENTS AND THE INFORMATION CONTAINED IN THE MATERIAL SUBMITTED IN SUPPORT OF THIS APPLICATION ARE TO THE BEST OF MY/OUR BELIEF TRUE AND CORRECT IN ALL RESPECTS.**

\_\_\_\_\_  
Signature of Applicant  
If Owner is not the Applicant (please complete)

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Printed Name of Property Owner

\_\_\_\_\_  
Date

APPROVED: \_\_\_\_\_ by Building Inspector

Date \_\_\_\_\_

**SIGN PERMIT**  
**Pursuant to Village of Valemount Sign Bylaw No. 674**

**PROCEDURAL SHEET**

Sign Permit Number: SP \_\_\_\_\_  
Sign Classification: \_\_\_\_\_  
Fees: \_\_\_\_\_  
Date Payment Received: \_\_\_\_\_  
Permanent Sign: YES \_\_\_\_ NO \_\_\_\_ Temporary Sign: YES \_\_\_\_ NO \_\_\_\_

**VERIFICATIONS**

Additional information required: YES \_\_\_\_ NO \_\_\_\_  
Comments: \_\_\_\_\_  
Zoning: \_\_\_\_\_  
Calculations: \_\_\_\_\_

Development Variance Permit Required: YES \_\_\_\_ NO \_\_\_\_ Date Application Received \_\_\_\_\_  
Encroachment Agreement Required: YES \_\_\_\_ NO \_\_\_\_ Date Application Received \_\_\_\_\_  
License of Occupation Agreement: YES \_\_\_\_ NO \_\_\_\_ Date Received \_\_\_\_\_  
Insurance Policy (Village Named) YES \_\_\_\_ NO \_\_\_\_ Date Received \_\_\_\_\_

**REFERRALS**

**Building Inspector** Yes \_\_\_\_ NO \_\_\_\_ Building Permit Required Yes \_\_\_\_ NO \_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

**Bylaw Enforcement Officer** Yes \_\_\_\_ NO \_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

APPROVED: \_\_\_\_\_ Date \_\_\_\_\_  
CAO/Corporate Officer