

# COUNTY OF HALIBURTON

705-286-1762 PHONE  
705-286-4881 FAX

ROADS DEPARTMENT  
13 ST. GERMAINE STREET  
P.O. BOX 399  
MINDEN, ON. K0M 2K0

## APPLICATION FOR SIGN PERMIT

### APPLICANT DATA

_____		
Last Name	Given Name (s)	
_____		
Address	City/Town	
_____		
Postal Code	Telephone	Fax
_____		_____
Date of Application		Signature of Applicant

### APPLICATION PURPOSE

<input type="checkbox"/> to erect a permanent sign	<input type="checkbox"/> to erect a temporary sign
<input type="checkbox"/> to alter an existing sign	<input type="checkbox"/> Other _____

### TYPE & NO. OF SIGNS

<input type="checkbox"/> Field Advertising	<input type="checkbox"/> Point Of Sale (Location)
<input type="checkbox"/> Commercial/Business	<input type="checkbox"/> Special Event
<input type="checkbox"/> A-Frame Signs	<input type="checkbox"/> Decorative Display

### LOCATION DESCRIPTION

County Road No.: \_\_\_\_\_ Municipality: \_\_\_\_\_

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_

Nearest Intersection: \_\_\_\_\_

### PROPERTY OWNERSHIP

Name of Property Owner: \_\_\_\_\_

Civic Address for Property: \_\_\_\_\_

If the Applicant proposes to erect a sign on lands other than in the ownership of the Applicant, a signed agreement for permission to occupy the subject property shall accompany this application.

Please provide applicable property information (plans of survey) illustrating sign location and set back distance from edge of road right of way.

### DESCRIPTION OF SIGN

Width \_\_\_\_\_ m/ft

Height \_\_\_\_\_ m/ft

Surface Area \_\_\_\_\_ sq.m/sq.ft

Distance From E/Pavement of Through Lane \_\_\_\_\_ m/ft

Advertising Information Displayed On Sign:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### FEE ENCLOSED

\$ \_\_\_\_\_  cash  cheque (see reverse for fee schedule)

### FOR OFFICE USE ONLY

Location Inspected By: \_\_\_\_\_ Date: \_\_\_\_\_

### FIELD INVESTIGATION

Road Authority Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**COUNTY OF HALIBURTON**  
**SIGN FEE SCHEDULE**

**PERMIT FEES**

**FIELD ADVERTISING:** Initial Fee of \$7.50/sq.m. plus \$150 Administration Fee – MIN. \$300.00  
**\*Annual Renewal Fee of \$150.00**

**LOCATION SIGN:** One Time Fee of \$7.50/sq.m. plus \$150.00 administration fee  
MIN. \$300.00

<b>COMMERCIAL/BUSINESS:</b>	NEW 30 cm fingerboard sign	\$150.00
	NEW 40 cm fingerboard sign	\$175.00
	<b>*Annual Renewal Fee</b>	<b>\$135.00</b>

<b>SIGNS FOR CEMETERIES: PLACES OF WORSHIP</b>	NEW 30 cm fingerboard sign	\$150.00
	NEW 40 cm fingerboard sign	\$175.00
	<b>*Annual Renewal Fee</b>	<b>N/C</b>

<b>A-FRAME SIGNS:</b>	Initial Fee of \$155.00	
	<b>*Annual Renewal Fee</b>	<b>\$100.00</b>

**SPECIAL SIGNAGE:** Fee of \$100.00 per Event  
Banners and any other signage not covered by the OTM

<b>DECORATIVE MUNICIPAL IDENTIFICATION DISPLAY</b>	No Fee Permit Required
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**GENERAL**

**BILLBOARD/FIELD ADVERTISING SIGNS** shall be considered and permitted within and/or adjacent the County Road right of way for the following County Roads:

**Road 1, Road 3, Road 14, Road 21, Road 48, Road 121, Road 503, Road 507 and Road 648 ONLY.**  
**Effective November 27<sup>th</sup>, 2013**

**TERMS OF PAYMENT**

\*Permit and maintenance fees shall be invoiced annually in the month of March and payment is due within 30 days of receipt of the invoice.

Annual Renewal/Maintenance fees allow for replacement and/or repair of damaged, deteriorated or stolen signs. These fees will not be applied in the calendar year that the sign(s) is installed by the County. Any Commercial/Business sign installed in the last quarter of the year will also be exempt from maintenance fees in the following year.