



Department of Community Development – Planning Division

City of Mount Pearl
 3 Centennial Street
 Mount Pearl, NL
 A1N 1G4

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SIGNS & ADVERTISEMENTS APPLICATION

PROPERTY LOCATION INFORMATION: SECTION 1 (Please Print)

Civic #: _____ Street Name: _____

CONTACT INFORMATION: SECTION 2 (Please Print)

Applicant Name: _____ Mailing Address: _____ _____ Postal Code: _____ Telephone Work: _____ Fax: _____ Cellular: _____ Email: _____	Sign Company or Contractor: _____ Mailing Address: _____ _____ Postal Code: _____ Telephone Work: _____ Fax: _____ Cellular: _____ Email: _____
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PROJECT DETAILS SECTION 3 (Please Print)

Sign Type	Number of Signs	Sign Dimensions			Cost of Construction	Illuminated ?	Changeable Message Sign? *	Calculations (Office Use)
		Height	Width	Area		Yes or No	Yes or No	
<i>Banner</i>								
<i>Billboard *</i>								
<i>Canopy</i>								
<i>Inflatable</i>								
<i>Marquee</i>								
<i>Projecting</i>								
<i>Roof *</i>								
<i>Wall</i>								
<i>Ground/Pylon *</i>								
<i>On-Site Directional</i>								

* Stamped Engineering Drawings are required for Billboard Signs, Changeable Message Signs, Roof Signs; and Ground/Pylon Signs that are greater than 3 meters in height. (See Regulation 8.18)

DECLARATION: I hereby submit this application and confirm that the information supplied is correct and complete to the best of my knowledge. I agree to comply with all Municipal Regulations, the National Building Code 2015 Edition and ancillary codes, agree to build in accordance with the plans approved by the City of Mount Pearl, and not to commence building without applicable written approval and permits from the City of Mount Pearl.

NOTE: Where the Applicant and the Property Owner are not the same, the signature of the Property Owner is required before the application can be accepted for processing.

Applicant: _____
 Date: _____

Property Owner: _____
 Date: _____

Please note:

- Prior to formally submitting an application form, it is advisable that the applicant set up an appointment to review the application with the Planning Division to ensure that all required information has been supplied and to facilitate application processing.

•••• STAFF USE ONLY ••••

Date Fee(s) Received: _____

Received By: _____

Receipt #: _____

File #: _____

Occupancy Permit Issued for Business Associated with Sign

Yes No