

Permit Requirements

Portable Signs – Production Home Builder A-frame Signs

Permit Application

1. **Completed permit application form** consisting of:
 - Application Form “Portable Sign Permit Application”
 - Certificate of Insurance

2. **Three (3) copies** of plans and specifications including:
 - City map showing the location of the sign(s.)
 - Drawings of and information with respect to the sign(s) including the size of the sign(s).

3. Portable Sign Permit fee of \$125.00 per sign (non-refundable).

Sign Permit Issuance

1. The owner shall provide evidence of Commercial General Liability Insurance with an inclusive limit of not less than \$2 million per occurrence, the Corporation of the City of Brampton shall be included as an additional insured.
2. A validation sticker must be placed on the sign in a clearly visible fashion.
3. No person shall erect or display, or cause to be erected or displayed, a portable sign within a sightline or in a manner which interferes with pedestrian or vehicular traffic.
4. Contractors named on the application must obtain a City of Brampton contractor’s license for the current year. For information call (905)874-2580.
5. Other approvals may be required prior to the issuance of a permit:
 - Region of Peel (905)791-7800 ext. 7851
 - Ministry of Transportation (416)235-4592

Permits

Tel. (905)874-2401
Fax (905)874-2499

By-law Enforcement

Tel. (905)458-3424
Fax (905)458-3903



BUILDING DIVISION

8850 McLaughlin Road, Un 1
 Brampton, ON L6Y 5T1
 Tel: 905-874-2401

PORTABLE SIGN PERMIT APPLICATION

DATE STAMP	APPLICATION NUMBER	
	ACCEPTED BY	BUILDING FILE #

TO THE DIRECTOR OF BUILDING: Pursuant to the City of Brampton Sign By-law 399-2002, as amended, the undersigned hereby applies for a permit to display a portable sign as described on this application and the documents submitted herewith.

LOCATION	STREET NO.		STREET NAME		UNIT NO.
	LOT/BLK		PLAN/CON		REFERENCE PLAN (If Applicable)
PORTABLE SIGN TYPE	CLASS A - MOBILE SIGN <input type="checkbox"/>		CLASS C - INFLATABLE <input type="checkbox"/>		BUILDER'S A-FRAME SIGN <input type="checkbox"/> # _____
	CLASS B - A-FRAME SIGN <input type="checkbox"/>		CLASS D - OTHER <input type="checkbox"/>		START DATE _____
PROPERTY OWNER	NAME				
	STREET NO.		STREET NAME		UNIT NO. / PHONE NO.
	CITY		PROVINCE		POSTAL CODE / FAX
TENANT OR OCCUPANT FOR WHICH THE SIGN IS DISPLAYED					PHONE NO.
PORTABLE SIGN CONTRACTOR / SUPPLIER	NAME				
	STREET NO.		STREET NAME		UNIT NO. / PHONE NO.
	CITY		PROVINCE		POSTAL CODE / FAX NO.

APPLICANT'S DECLARATION

I, of	LAST NAME		FIRST NAME		PHONE NO.
	STREET NO.		STREET NAME		UNIT NO. / FAX NO.
	CITY		PROVINCE		POSTAL CODE / MOBILE/PAGER NO.

Do hereby declare the following:

- THAT I am the property owner as stated above
 the owner's authorized agent
 an officer/employee of _____ which is an authorized agent of the owner
- THAT the statements made and the information provided herein are true and correct and are made and provided with full knowledge of the circumstances relating to this application
- THAT I know of no reason why a permit should not be granted pursuant to this application
- WHERE applicable only personnel licensed by the City of Brampton will be employed on this project

Applicant's Signature

Date

OFFICE USE ONLY

RECEIPT NO. <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Other FEES Permit Fee \$ _____ Copies \$ _____ Total Fee \$ _____	EXPIRY DATE _____	REVIEWED BY SIGNATURE _____ DATE _____	NUMBER OF PERMITS ISSUED THIS YEAR _____ EXPIRY DATE OF LAST PERMIT ISSUED _____ # OF EXISTING SIGNS ON THE PROPERTY _____
COMMENTS _____		ISSUANCE OF PERMIT AUTHORIZED _____ DATE _____	

The personal information on this form is collected under authority of Section 99 of the Municipal Act SO 2001, c.25 and City of Brampton By-law 399-2002, as amended. The information will be used only to process the application for the placement of a portable sign. Questions about the collection of personal information should be directed to the City of Brampton Freedom of Information and Privacy Coordinator, telephone 905-874-2118.

