TOWNSHIP OF UXBRIDGE SIGN – SPECIAL EVENT EXEMPTION PERMIT APPLICATION



Pursuant to By-law No. 2002-59

SECTION 1: APPLICANT INFORMATION
Applicant Name:
Organization (if applicable):
Mailing Address:
Email:
Phone Number:
Are you the property owner for all proposed sign locations? \square Yes \square No
• If <i>No</i> , include authorization from each <u>private</u> property owner.
SECTION 2: EVENT INFORMATION Event Name:
Event Location:
Event Dates: From to
Event Type: □ Community □ Charitable □ Business Promotion □ Fundraiser □ Other:
Is this a registered charitable or non-profit event? \square Yes \square No
Is this a recurring event? □ Yes □ No
If yes, indicate frequency: □ Annual □ Seasonal □ Monthly □ Weekly □ Other:
Recurrence details (e.g., "First Saturday of each month, May to October"):



SECTION 3 – BULK TEMPORARY SIGNS (E.G., BAG SIGNS)

•	Total Number of Signs Requested: (e.g., 50)
•	Type of Signs: ☐ Bag ☐ A-Frame ☐ Portable ☐ Other:
•	Dimensions per Sign: Height: Width: Area: m ²
•	Material: ☐ Coroplast ☐ Plastic Sleeve ☐ Cardboard ☐ Other:
•	Installation Date:
•	Removal Date:
•	Requested Duration: □ 14 days □ 28 days □ Other:
•	Typical Locations (check all that apply):
	☐ Public boulevards
	☐ Intersections (outside sight triangles)
	☐ Adjacent to Township facilities
	☐ Private properties (with permission)
•	General Area Map Provided? □ Yes □ No

- Be installed safely and not obstruct sightlines, sidewalks, or travelled portions of
- Be placed a minimum of 9 metres (30 feet) from the edge of any intersection, unless otherwise approved through this application.
- Be installed and removed at my expense.
- Be removed within 72 hours after the event.
- Not be placed on medians, traffic islands, or attached to utility poles, trees, or official signage.
- Comply with By-law 2002-59 unless otherwise approved through this application.

roadways.



• Be subject to removal without notice if deemed unsafe or non-compliant.

SECTION 5 – ATTACHMENTS CHECKLIST			
☐ General location map (for bulk/boulevard signage)			
☐ Diagram or image of proposed signs			
☐ Event flyer or summary			
☐ Property owner authorization (if applicable)			
□ \$200.00 exemption application fee (non-refundable)			
☐ \$75.00 sign permit fee (if applicable for permanent or event site signage)			
SECTION 6: APPLICANT DECLARATION			
I hereby declare that the information provided in this application is true and complete to the be			
of my knowledge. I understand that submission does not guarantee approval, and that any sig			
placed without approval or contrary to this application may be subject to removal by the Townsh			
without notice.			
without notice.			
Signature:			
Date:			
SECTION 7: FOR OFFICE USE ONLY			
File No.:			
Date Received:			
Reviewed By:			
□ Referred to Council: □ Yes □ No			
□ Decision: □ Approved □ Denied			
□ Conditions / Comments:			



Conditions of Approval (if any):		
Approval Authority:		
☐ Director of By-law Services		
☐ Designate		
Signature:		
Date of Decision:		

GL Code for Processing: **1-13-132-0164-9331**

Description: By-Law Exemption Fees – Sign Exemption