

**THE CORPORATION OF THE TOWN OF WHITBY  
PUBLIC WORKS DEPARTMENT – BUILDING & BY-LAW SECTION  
PHONE: (905) 430-4305  
BY-LAW # 5696-05 PERMIT APPLICATION  
TEMPORARY MOBILE SIGN PERMIT**

**For Office Use Only**

Permit No.:		Date Received:
Application Taken By:		Date Issued:
Permit Fee:	Permit Issued By:	Sign Removal Date:

**A. Property Address**

Municipal Address:	Unit #:
Business/Tenant Name:	
<input type="checkbox"/> Installation Date:	<input type="checkbox"/> 15 day term <input type="checkbox"/> 30 day term <input type="checkbox"/> 45 day term <input type="checkbox"/> 60 day term

**C. Owner of Property**

Last Name	First Name	Corporation or partnership
Street Address, City, Province & Postal Code		
Phone Number ( )	Cell Number ( )	Fax Number ( )

**D. Applicant (if different from owner)**

Last Name	First Name	Corporation or partnership
Street Address, City, Province & Postal Code		
Phone Number ( )	Cell Number ( )	Fax Number ( )

**E. Sign Company Name (if different from Applicant)**

Company Name		
Street Address, City, Province & Postal Code		
Phone Number ( )	Cell Number ( )	Fax Number ( )

**J. Declaration of applicant**

I \_\_\_\_\_ certify that:  
 \_\_\_\_\_  
 (print name)

All of the above information is true and correct. I have authority to act on behalf of the corporation or partnership with respect to this application (if applicable)

\_\_\_\_\_ Date \_\_\_\_\_ Signature of applicant

\* Personal information collected on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M-26 s.28. The information will only be used for the purpose of administering the requirements of the Temporary Mobile Sign. Questions regarding the collection of personal information should be directed to the Town of Whitby Records Manager, 575 Rossland Road E., Whitby, ON L1N 2M8.

**TOWN OF WHITBY  
BUILDING & BY-LAW SECTION (905) 430-4305  
TEMPORARY MOBILE SIGN INFORMATION**

Application fee is \$100.00 per sign.

Please submit a **mandatory 'site plan'** indicating the proposed location of this mobile sign on the property. A **mandatory 'Owner Authorization'** letter is also required.

Setbacks to the property line on private property  
(Minimum setback from property line is 1.0m (3'4"))

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Setbacks from the driveway.  
(Minimum setback from driveway is 3.0m (9'10"))

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Height of Sign  
(Maximum sign height is 2.3m (7'7"))

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Dimension of Sign  
(Maximum sign area is 3.0 sq.m. (32 sq.ft.))

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Sight Triangle – Please note Temporary Mobile Signs are **NOT** permitted in a sight triangle.

Zoning By-Law #1784 is 12.0m (39'5")  
Zoning By-Law #2585 is 9.0m (29'6")  
Downtown Zoning By-Law is 4.5m (14'9")  
Village of Brooklin Zoning By-Law is 4.5m (14'9")

**APPLICATION CHECK LIST**

-  Fee \$100.00
-  Site Plan
-  Letter of Authorization from Owner
-  Letter of Authorization from Business "if borrowing time"