



SCHEDULE "A"

CITY OF PORT ALBERNI- SIGN PERMIT APPLICATION

Note: The personal information collected on this form is collected for the purpose of an operating program or activity of the City of Port Alberni as authorized by Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. All information collected with this form shall be disclosed to the public upon request. If you have any questions about the collection and use of this information, please contact the City Clerk at (250) 720-2810

All applications must be accompanied by the following (**all measurements and scales must be in metric units**):

1. Two (2) sets of detailed drawings to scale showing:
 - Sign copy (including colours), *copy area* and dimensions of the sign;
 - The proposed height and *clearance* of the sign;
 - Dimensions of the wall surface of the building to which the sign will be attached;
 - Structural and footing details and material specifications for the proposed sign;

2. Two (2) copies of a detailed plot / site plan to scale showing
 - The proposed location of the sign in relation to the property boundaries and any building on the property;
 - Dimensions and locations of all existing signs and buildings on the property;
 - A recent (within 30 days of application date) copy of the Land Title for the subject property.

3. Any additional information as required by the Bylaw.

TO BE COMPLETED BY APPLICANT:

REGISTERED OWNER INFORMATION:

(Please list names of **ALL** owners of the subject property where the Sign is to be located along with **full mailing addresses and phone numbers**. Attach a separate sheet if required)

Registered Property Owner(s) Name(s) (Please Print):.....
.....

Mailing Address:
.....

Postal Code: Telephone:.....

Business License Number (if applicable):.....
.....

APPLICANT INFORMATION (if the applicant is NOT the owner):

Applicant Name:

Mailing Address:

.....

Postal Code: Telephone:.....

Business License Number:.....

PROPERTY INFORMATION (for land where Sign is to be located):

Legal Description of property (as shown on Land Title or Tax Assessment Notice)(PLEASE PRINT):

.....

Civic Address of property (as verified by the City of Port Alberni)

.....

AUTHORIZATION:

City of Port Alberni, 4850 Argyle Street, Port Alberni, B.C., V9Y 1V8

I Hereby make application for a Sign Permit for the property described above.

Date:..... **Applicant's Signature:**

Note: Where the applicant is NOT the property owner, the following certification must be signed by all Registered Owners or their Solicitor/s:

This application is made with my consent and full knowledge of the particulars of the above request.

Date:..... **Owner(s) Signature(s)**

SIGN MANUFACTURER:

Name and Company Name:.....

Address:.....

Phone:

Business License Number:.....

SIGN DETAILS:

Type of Sign (as per this Bylaw):.....

Area (m²):.....

Background Area (m²):.....

Dimensions (m²):.....

Overall Height (m):.....

Clearance from Grade (m):

Estimated Value:.....

Dimensions of wall surface (m) (if applicable):

FOR OFFICE USE:

Folio No.: _____

Current Zoning: _____

DPA Required (Y/N) _____

Planning Dept. Approval(Y/N): _____

Permit No.: _____

Permit Fee: _____

Date of Issue: _____

Signature: _____



City of Port Alberni

LAND DEVELOPMENT FEES – 2011

Some of the following fees may apply to your development. If you have any questions, please contact Scott Smith, City Planner at (250)720-2808.

	<p>Planning and Land Development Application Fees</p> <p>a) OCP and/or Zoning Bylaw Amendment</p> <ol style="list-style-type: none"> 1. residential under 1 hectare total area 2. residential over 1 hectare total area 3. multi-family; commercial; guest house; industrial and institutional <p>b) Development Variance Permit (DVP)</p> <p>c) Development Permit (DP)</p> <p>d) Combined DVP and DP</p> <p>e) Amendment to Land Use Contract</p> <p>f) Application to Board of Variance</p> <p>g) Application for Subdivision and Preliminary Approval</p> <p>h) Subdivision Administration and Final Approval Fee</p> <p>i) Extension of Preliminary Layout Approval Period</p> <p>J) Building Strata Conversion Approval Fee</p> <p>k) Public Hearing (application for bylaw amendment or any matter that a public hearing is required)</p>	<p>\$350.00</p> <p>\$500.00</p> <p>\$600.00</p> <p>\$500.00</p> <p>\$500.00</p> <p>\$600.00</p> <p>\$700.00</p> <p>\$300.00</p> <p>\$600.00</p> <p>\$200.00 per lot created</p> <p>\$ 200.00</p> <p>\$ 600.00 + \$100.00 per unit</p> <p>\$ 500.00 (refundable if no public hearing held)</p>
	<p>Development Cost Charges (DCC's)</p> <p><i>Upon the subdivision of land zoned to permit single family residential and/or one and two family residential use the following charges shall be paid in respect of each additional parcel created in the plan of subdivision:</i></p>	<p>\$6,213.41/parcel</p>
	<p>Upon issuance of a building permit for the construction, alteration or extension of a multiple family residential building, the following charges shall be paid for each additional dwelling unit authorized by the building permit:</p>	<p>\$4,776.94/unit</p>
	<p>Upon issuance of a building permit for the construction, alteration or extension of a congregate care facility building, the following charge shall be paid for each additional sleeping unit authorized by the building permit:</p>	<p>\$2,169.80/unit</p>
	<p>Upon issuance of a building permit for the construction, alteration or extension of a building or part of a building for any commercial use, the following charges shall be paid for each additional square metre of gross floor area authorized by the building permit:</p>	<p>\$49.41/m²</p>
	<p>Upon issuance of a building permit for the construction, alteration or extension of a building or part of a building for any institutional use, the following charges shall be paid for each additional square metre of gross floor area authorized by the building permit:</p>	<p>\$109.69/m²</p>
	<p>Upon issuance of a building permit for the construction, alteration or extension of a building or part of a building for any industrial use, the following charges shall be paid for each additional square metre of gross developed area authorized by the building permit:</p>	<p>\$6.13/m²</p>

	Liquor Licence Applications a) Application requiring public input meeting b) Application not requiring public input meeting	\$500.00 \$250.00
	Miscellaneous Works Permits a) Permit to Perform Work on City Streets c) Permit for Temporary Closure of a City Street d) Permit for Extraordinary Traffic f) Permit for Removal or Deposit of Soil	\$50.00 \$50.00 \$25.00 \$50.00
	Engineering Fees Curb/Sidewalk Crossing Installation a) Sidewalk and Curb Crossing b) Concrete Curb Crossing c) Asphalt Curb Crossing	\$390.00/metre \$82.00/metre \$40.00/metre
	Where there is an application to relocate a sidewalk or curb crossing, the land owner must pay in addition to the above fees, for the removal and repair of the existing crossing. These fees do not include installation of the driveway surface required between the sidewalk or curb and the property line which is the responsibility of the land owner.	
	Sanitary/Storm Sewer Connection Charge a) 150 mm or less - Single Storm or Sanitary - Both sewers in same trench - Sewers in separate trench	\$3,500.00 \$5,500.00 \$6,000.00
	b) 200 mm and above	The cost of installing the connection as estimated by the City Engineer.
	c) Additional charge for work on arterial roads or excavations over 2m	\$1,000.00
	Water Connection Charges a) City Residents - 19 mm & 25 mm	\$2,600.00
	- larger than 25 mm	the cost of installing the connection as estimated by the City Engineer.
	b) Non-City Residents - 19 mm & 25 mm	\$2,500.00 or the cost of installing the connection as estimated by the City Engineer, whichever is greater.
	- larger than 25 mm	the cost of installing the connection as estimated by the City Engineer.
	Utilities Investigation Charge a) Sanitary/Storm Sewer, Water Service Certification or Decommissioning	\$1,000.00/per connection
	b) Utility Callout	\$80.00
	Demolition Permit	\$20.00
	Water Turn-on and/or Shut-off	\$50.00
	Water Meter Testing	\$75.00