

Sign Permit and By-law Information Package

Municipality of Trent Lakes

760 County Road 36 Trent Lakes ON K0M 1A0

Phone: 705-738-3800 or Toll Free: 1-800-374-4009 Fax: 705-738-3801

Visit our website at www.trentlakes.ca

development@trentlakes.ca

BUILDING AND PLANNING DEPARTMENT

Hours of Operation: Monday to Friday 8:30 a.m. until 4:30 p.m.

SIGN APPLICATION CHECK LIST:

- Complete application from Municipality
 - Written authorization from the owner of the property (if applicant is not owner)
 - Drawing showing location of Sign relative to other building structures, streets, and property boundary
 - Specifications for the erection of the Sign and supporting framework
 - Fees payable at the time of the application in accordance with the free structure outline within this package
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PROHIBITED SIGNS:

Abandoned Signs	Flashing Signs	Video Display Signs	Roof Signs	Pedestrian/Motorist View Obstructing Signs
Sight Triangle Obstructing Signs	Inflatable Signs	Vehicle or Trailer Signs	Pavement Inscribed Signs	Utility Pole Signs
	Fence Signs	Rotating or Spinning Signs	Canopy Signs	

WHEN DON'T I NEED A SIGN PERMIT?

- 1) Residential signs, containing the name and address of a resident or occupant. No greater than 0.25 m² (2.7 ft²), and contains no commercial advertising.
- 2) Information signs no greater than 0.4 m² (4.3 ft²) in area.
- 3) Real Estate Signs not exceeding 0.75 m² (8.1 ft²) in Sign Area in a Residential Zone and 2.0 m² (21.5 ft²) in all other zones.
- 4) Commemorative Sign, plaque or corner stone.
- 5) Emblem or insignia of patriotic, educational, civic, educational, religious, charitable, or fraternal organizations.
- 6) Temporary Signs not exceeding 2.0 m² (33 ft²) in area. Limited to 3 Double or Singled faced signs per premises. Must be taken down within 24 hours.
- 7) Interior Signs.
- 8) A window sign on the first storey of a commercial building.
- 9) Directional Signs not exceeding 0.5 m² (5.3 ft²) in area and 1.2 m (4 ft) in height.
- 10) Open House Signs not exceeding 0.25 m² (2.7 ft²)
- 11) Contractor Signs not exceeding 0.75 m² (8.1 ft²) in Residential Zones and 2.0 m² (21.5 ft²) in all other Zones.
- 12) Garage Sales signs or Sign advertising for lost pets not exceeding 0.25 m² or (2.7 ft²). Maximum of 10 days.
- 13) Address Signs
- 14) Banners approved and/or issued by the Municipality
- 15) Election Signs installed or erected in accordance with By-law B2015-035
- 16) 'H' Bracket/Frame Stake Lawn Signs

Sign By-law – Information Package - Special Provisions

Sign Type	Fees	Area	Height	Set Backs	Other
Banner Sign	\$200 / Year	Max. 6 m ² (64.5 ft ²) Must not exceed 10% of wall space.	-	-	Limit one permit per year.
Billboard Sign	\$53.34m ² /year	Min. 2.3 m ² (25 ft ²) – Max. 7.5 m ² (81 ft ²)	Max. 8m (26 ft)	6m (20 ft) from a lot line	Max 24 signs, 8 per Ward.
Canopy Sign	Canopy Signs are not permitted				
Development Sign	\$200 / Year	Max. 9.3 m ² (100 ft ²)	Max. 3m (10 ft)	3m (10 ft)	Removed within 1 month of build occupancy, or 100% of subdivision sold. No sign shall be erected until development is approved.
Directional Sign	\$200 / Year	Max. 0.75 m ² (8ft ²)	Max. 1.2m (4 ft)	-	Limited to 2 per entrance.
Election Sign	Election signs shall be in accordance with By-law B2015-035, as amended.				
Fascia or Wall Signs	\$200 / Year	Must not exceed 10% of wall space.	-	Shall not project more than 150mm (6 inches) from the wall.	Limit one permit per year. Illuminated internally, and not back-lit.
Ground Signs	\$200 / Year	3 m ² (32 ft ²)	Min. 150mm (6.0 inches)	3m (10 ft) 15m (49 ft) from traffic light	Not permitted in Community Improvement Areas

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Sign Type	Fees	Area	Height	Set Backs	Other
Inflatable Sign	Inflatable Signs are not permitted				
Hangings Sign	\$200 / Year	1m ² (10.75 ft ²)	Min. 2.5 m (8 feet) from the ground	Not more than 10cm (4 inches) from wall	Maximum 1:2 (width:length) ratio
Mobile Sign	\$400 / 6 months	3 m ² (32ft ²)	2.3 m (7.55 feet)	0.5m (1.64 ft) from lot line 3m (9.84 ft) from driveway, sidewalk, or road curb.	Permit issued for a 30 day period. Cannot be renewed at that location for 6 months.
Mural Sign	\$200 / Year	Mural Signs will only be permitted in Community Improvement Plan designated areas upon review and approval of the location by the Economic Development Committee and/or Council, and are reviewed on an individual basis.			
Portable Sandwich Board Sign	\$200 / Year	0.66m ² (17.8 sq ²)	Max Height: 1.1m (3.6 ft) Max Width: 0.6m (2 ft)	Must be placed be placed to provide free and safe movement for any pedestrian.	Permits are granted on an annual basis.
Roof Signs	Roof Signs are not permitted.				
Utility Pole Sign	Utility Pole Poster Signs are not permitted.				
Video Sign	Video Display Signs are not permitted.				

Sign By-law – Information Package - Special Provisions

Sign Type	Zone Types					
	Rural Areas (Not including Residential Areas)	Residential	Commercial (CIP Areas)	Commercial (Other than CIP Areas)	Industrial	Open Space
Address Sign	✓	✓	✓	✓	✓	✓
Awning Sign	-	-	✓	✓	-	-
Banner Sign	-	-	✓	✓	✓	✓
Billboard Sign	✓	-	-	-	-	-
Canopy Sign	-	-	-	-	-	-
Development Sign	-	✓	-	✓	✓	-
Directional Sign			✓	✓	✓	✓
Election Sign	✓	✓	✓	✓	✓	✓
Fascia/Wall Sign	✓	-	✓	✓	✓	✓
Garage Sale Sign	-	✓	-	-	-	-
Ground Sign	✓	✓	-	✓	✓	✓
Hanging Sign	-	-	-	-	-	-
Inflatable Sign	-	-	-	-	-	-
Information Sign	✓	-	✓	✓	✓	-
Menu Board Sign	-	-	✓	✓	-	-

For more information please call our Building & Planning Department at 1-705-738-3800 ext. 233

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Sign Type	Zone Types					
	Rural Areas (Not including Residential Areas)	Residential	Commercial (CIP Areas)	Commercial (Other than CIP Areas)	Industrial	Open Space
Mobile Sign	✓	-	-	✓	✓	✓
Mural Sign	-	-	-	-	-	-
Official Sign	✓	✓	✓	✓	✓	✓
Open house Directional Sign	✓	✓	✓	✓	✓	-
Portable Sign	-	-	✓	✓	-	-
Poster Sign	✓	✓	✓	✓	✓	✓
Public Information	-	-	-	✓	-	-
Readograph Sign	✓	✓	✓	✓	✓	-
Real Estate Sign	-	✓	-	✓	✓	-
Real Estate Development Sign	-	-	-	-	-	-
Roof Sign	✓	-	-	-	-	-
Tourism Billboard Sign	-	-	✓	✓	-	-
Utility Pole Poster	-	-	-	-	-	-
Video Display Sign	-	-	-	-	-	-
Window Sign	-	-	✓	✓	✓	-

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