

Mobile Sign Permit Application – General Information

As of January 1, 2018, the Town of Caledon's new Sign By-law 2017-54 took effect.

A mobile sign means a sign which is specifically designated or intended to be readily moved from one location to another and which does not rely on a building or fixed foundation for its structural support, but does not include a sign attached to a vehicle where the principle use of the vehicle is the transportation of people, goods and other material, nor a banner sign, a construction site sign, a residential development sign or a relocatable sign.

General Guidelines

Below are general guidelines regarding the placement of a mobile sign for reference purposes. Please refer to Sign By-law 2017-54 for complete details.

- A permit is required for the placement of a mobile sign. A fee of \$75.00 per application is required at the time of submission. **Applications must be received at least five (5) business days before the sign is requested to be placed.**
- A mobile sign may only be placed on a lot within a commercial zone, industrial zone, or institutional zone.
- No more than one mobile sign shall be placed on a lot at any time, except on lots, other than corner lots, with a lot frontage greater than 100 metres; or on corner lots with a lot frontage of more than 20 metres; for lots where more than one mobile sign is permitted, there shall be a minimum distance of 30 metres between each mobile sign.
- A permit issued for the placement of a mobile sign shall expire thirty (30) days from the date of its issuance and may be renewed four (4) times in a calendar year.
- A mobile sign shall not be located less than 0.5 metres from a street line or a lot line.
- The mobile sign area shall not exceed 4.6 square metres.
- The height of the mobile sign shall not exceed 3.0 metres.

Failure to decline or neglect to provide information that is requested by the Town Designate pursuant to this by-law will be in contravention of the Town's sign by-law and the sign will be seized by the Town, with or without notice. The fee to obtain the sign from the Town as set out in the Town's Fees and Charges By-law 2016-102, as amended is \$65.00.

General Prohibitions

- Where a permit has been issued pursuant to this by-law, no person shall place, display, repair or alter, or cause or permit to be placed, displayed, repaired or altered, any sign except in accordance with the plans and documents and other information on the basis of which the permit was issued.
- No person shall make an application for a sign permit who is not the owner, or the owner's authorized agent, of the property to which the application applies.
- Signs cannot impede or hinder a view of a public highway or railway crossing.
- Signs cannot obstruct any exits, windows, doors, fire escapes, access to a building.
- Signs cannot impede or hinder or prevent parking by vehicles on private, public lands or on a public highway.
- Signs cannot obstruct or interfere with street maintenance, including impeding the view of pedestrians, cyclists, or motor vehicle drivers.
- Signs cannot impede on the use of utilities or bus stops.
- Signs cannot be in a state of disrepair, or in unsafe, damaged or hazardous conditions.



6311 Old Church Road
Caledon, ON L7C 1J6
www.caledon.ca

T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4325

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Application Requirements

In addition to the completed application form, the following items are required as part of the application submission for a Mobile Sign Permit:

- One copy of a plan, drawn to scale, showing where the sign is to be placed.
- Proof of insurance for the proposed mobile sign.
- Written consent from the owner, and/or person in charge of the lot permitting the sign to be placed.
- Payment in full of the required fee.

If you have any questions at all or require additional information, please contact the Town by phone at 905.584.2272 ext. 3462 or by email to bylaw@caledon.ca.



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Completed application forms can be emailed to bylaw@caledon.ca, delivered or sent to:
Town Hall
Attn: Regulatory Services
6311 Old Church Road
Caledon ON L7C 1J6



If you require this document in an alternate format for accessibility purposes please contact Legislative Services by phone at 905- 584-2272 X. 2366 or by email to accessibility@caledon.ca.

Applicant Information

Last Name: First Name:
Street Number: Street Name:
Town/City: Postal Code:
E-mail Address: Contact Number:

Business Information

Business Name:
Street Number: Street Name:
Town/City: Postal Code:

Same location where the sign is to be placed for 30 days.

Mobile Sign Company Information

Company Name:
Contact Person:
E-mail Address: Contact Number:

Display Period/Message

Signs with inappropriate content will be removed without any further notice to the sign owner.

Message:

Effective Display Date (valid for 30 days):

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Declaration of Consent

I _____ of the City/Town of _____ in the County/Region of _____ do solemnly declare that:	
<ol style="list-style-type: none">1. I am the business owner/ authorized agent named on this application.2. The statements made herein are true and made with full knowledge of the circumstances relating to this application.3. I know of no reason why a permit should not be granted pursuant to this application.4. I acknowledge that the sign will be erected entirely on private property and will not impede traffic, block sight triangles, nor will it create an unsafe condition in any way.5. I acknowledge that the sign will not be placed less than 0.5m from a street line or a lot line.6. I have read the Town of Caledon Sign By-law 2017-54, and understand the conditions and provisions as set out in the By-law with respect to Mobile Signs.7. I understand that the permit will not be issued if this application is incomplete or if the Town of Caledon has not received payment.8. I understand that if I fail to obtain a permit, the application fee will be doubled.	
Signature of Applicant:	Date:

Personal information contained on this form is collected under the authority of the *Municipal Act, SO 2001, s.25*, and will be used for the purpose of processing this application and administering the Town of Caledon Sign By-law. Questions about the collection of this information should be directed to the Municipal Freedom of Information Coordinator at 905.584.2272.

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Payment

If making payment by VISA/MasterCard, please complete this section. Information provided will be disposed of and not released for anything outside of the purpose of this application.

Name of Cardholder:

Card Number:

CVC:

Expiry Date:

Amount:

Signature of Cardholder: