

APPLICATION FOR SIGN INSTALLATION NEAR A PROVINCIAL HIGHWAY GENERAL INSTRUCTIONS

PLEASE NOTE: Application forms must be completed for all proposed signs, including sign information changes within 300 metres of the highway right-of-way boundary or within 800 metres of the centre point of an intersection of the highway with another public road.

Sign construction or changes may not proceed until a permit has been issued by Alberta Transportation subject to the provisions of Section 11 – 19 inclusive of the Highways Development and Protection Act, Chapter H-8.5 2004, amendments thereto, and the Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto.

Complete the application form - please print. Describe the proposed sign and details of its location etc. as requested. Application must be signed by the **registered owner or authorized agent, if applicable.**

A site plan showing proposed sign setback and distance from the highway property line to the existing development must be provided. A sign legend diagram showing dimensions of sign face, sign layout showing wording and letter dimensions, sign background colour, etc. must also be provided. If the plan is larger than this page, two (2) copies must be provided. Applicant must sign each copy of the plan.

Types of signs not permitted

1. Any sign that displays an intermittent, flashing or rotating light or lights.
2. Any sign which is flood lighted in such a manner as to cause interference to the motoring public.
3. Any yard lights, area lighting or other lights that, in the opinion of the Operations Manager, are excessively distracting to the public or create a traffic hazard.
4. Any sign that has moving or rotating parts.
5. Any sign that bears a legend giving a command such as a "stop, stop ahead, turn, caution" etc., or any legend that in any way imitates a standard or commonly used traffic signal device or sign.
6. Any sign displaying commercial advertising.
7. Any sign using red or yellow background.

Additional Information

1. Reflectorized signs are encouraged in order to provide 24-hour legibility.
2. All signs are to be fabricated professionally using conventional exterior sign materials.
3. Minimum letter size is 15 cm (6 inches). Use of standard letter styles are encouraged for improved legibility.

Return your SIGN APPLICATION to the appropriate Alberta Transportation District Office.

CALGARY	2 nd Floor, 803 Manning Road N.E. T2E 7M8	(403)297-6311
LETHBRIDGE	3 rd Floor, Administration Building, 909 3 rd Avenue N. T1H 0H5	(403)381-5426
RED DEER	#401, 4920 – 51 st Street T4N 6K8	(403)340-5166
HANNA	P.O. Box 1300 Provincial Building 401 Centre Street T0J 1P0	(403)854-5550
VERMILION	Box 28, 4701 – 52 nd Street T9X 1J9	(780)853-8178
ATHABASCA	Unit #2, Jewell Building, 3603 – 53 rd Street T9S 1A9	(780)675-2624
EDSON	Room 202, Provincial Building, 111 – 54 th Street T7E 1T2	(780)824-5250
STONY PLAIN	Room 223, Provincial Building, 4709 – 44 th Avenue T7Z 1N6	(780)963-5711
GRANDE PRAIRIE	1 st Floor, Provincial Building, 10320 – 99 th Street T8V 6J4	(780)538-5310
PEACE RIVER	3 rd Floor, Provincial Bldg, Bag 900, Box 29, 9621 96 Avenue, T8S 1T4	(780)624-6280
FORT MCMURRAY	6 th Floor, West Tower, 9915 Franklin Avenue T9H 2K4	(780)743-7430

APPLICATION FOR SIGN INSTALLATION NEAR A PROVINCIAL HIGHWAY

Alberta Transportation Permit # _____

Applicant's Name _____

Mailing Address _____

City/Town/Village _____ Province _____ Postal Code _____

Phone # _____ Fax # _____ e-mail _____

Landowner's Name _____

(if different from above)

Mailing Address _____

City/Town/Village _____ Province _____ Postal Code _____

Phone # _____ Fax # _____ e-mail _____

APPLICATION IS HEREBY MADE TO INSTALL OR CHANGE A SIGN IN:

Property Information

(NE, NW, SE, SW) _____ ¼ Section _____ Township _____ Range _____ West of Meridian _____

Lot _____ Block _____ Plan Number _____ Parcel size (acres or hectares) _____

Highway No. _____ Distance of the proposed sign to the highway boundary _____ Location of business shown on sign _____

Name of Municipality _____ Existing / Proposed Land Use _____ Estimated cost of proposed sign _____

Dimensions of sign "face": Length _____ Height _____

Sign Type (select one): One Sided _____ Double Sided _____

Purpose of Sign: Business Identification _____ Directional _____ Construction _____
Other (explain) _____

Note: Please attach a plan showing the proposed sign in detail including the wording, etc. and the location of the proposed sign and existing as well as proposed development relative to the ¼ line and highway. Location of items such as existing or proposed shelterbelts, signs, etc. must also be shown.

It is understood that all works will be constructed, altered, maintained or operated at the sole expense of the undersigned, and that any work must not begin before a permit has been issued by Alberta Transportation. The issuance of a permit by Alberta Transportation does not relieve the holder of the responsibility of complying with relevant municipal bylaws and this permit once issued does not excuse violation of any regulation, bylaw or act which may affect this project.

In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Alberta Transportation, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The Applicant also consents to a person designated by Alberta Transportation to enter upon land for the purpose of inspection during the processing of this application.

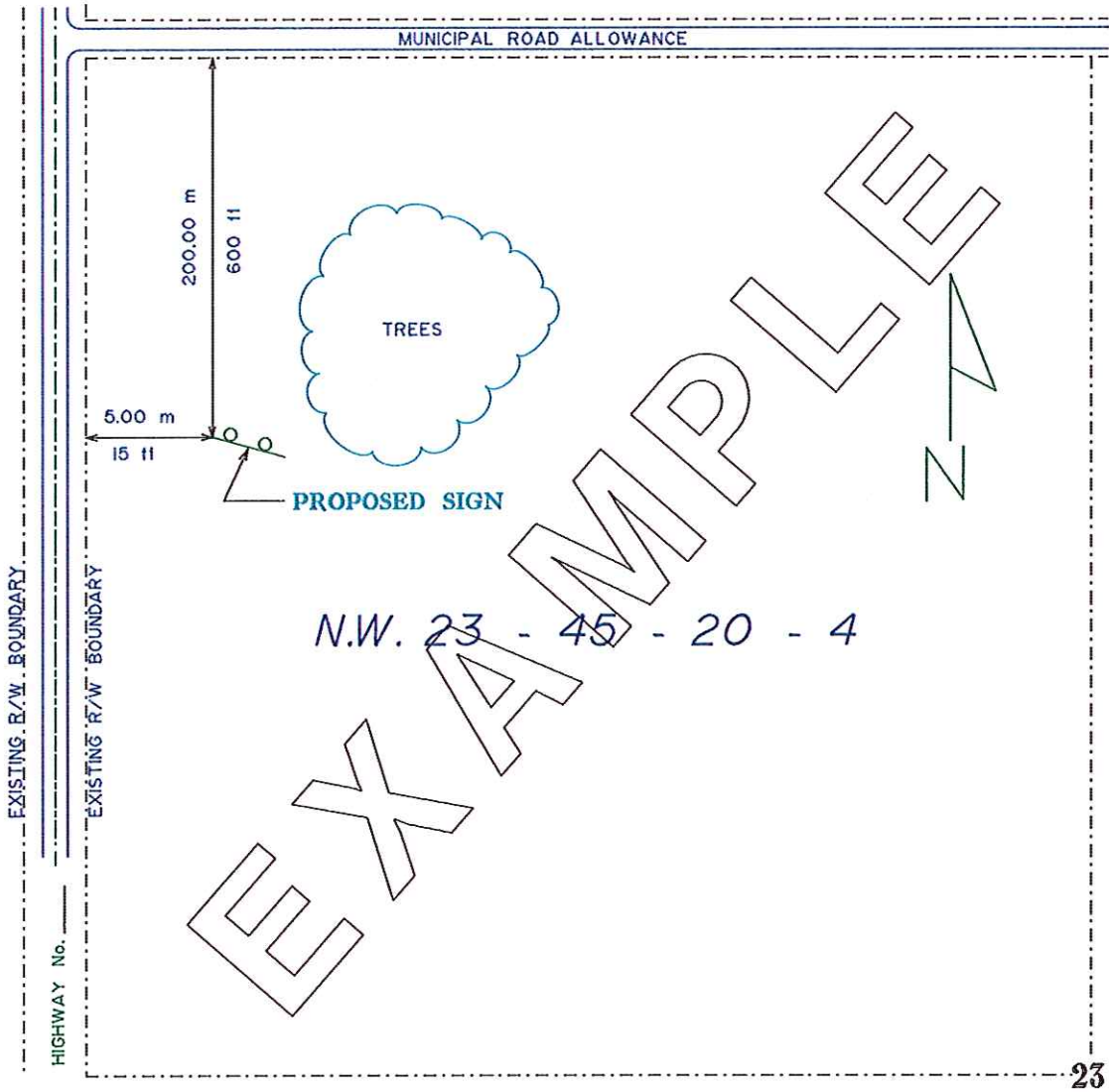
I _____ hereby certify that I am the registered owner _____
(print full name) Signature

I _____ hereby certify that I am authorized to act on _____
(print full name) the owner's behalf Signature

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to this application for sign installation.

(Date) _____

Alberta Transportation Permit # _____



SITE PLAN
SKETCH OF PROPOSED SIGN

WHITE BACKGROUND
BLUE LETTERS -----
200 mm HIGH
(8 inches)

1.2 m (4 ft)

2.5 m (8 ft)



Signature of Registered Owner or Authorized Agent

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Note: distances may be shown in metres or feet

SITE PLAN

SKETCH OF PROPOSED SIGN

Signature of Registered Owner or Authorized Agent