



City of Sarnia
 Building Department
 255 Christina St N, Sarnia, ON N7T 7N2
 519-332-0330 x 3301
building@sarnia.ca

**MOBILE SIGN
 APPLICATION FORM**

“Mobile Sign” means a sign which is capable of being readily moved from one location to another and may be part of or attached to a wheeled trailer or frame without wheels in such a manner so as to be able to be moved from place to place, but does not include a sidewalk sign or a vehicle/trailer sign.

Required Documents:

- **Site Plan** which clearly illustrates the following:
 - i. location of the proposed sign(s); ii. location of proposed and existing building(s); iii. location of existing sign(s); iv. distance of the proposed sign(s) from property lines; v. distance of the proposed sign(s) from other signs on the property and neighbouring properties; vi. other information as required by the Chief Building Official;
- **Mobile Sign Application Form**
- **Letter of Authorization from the Owner** (if Owner is not the Applicant)

The Complete Application can be submitted to building@sarnia.ca.

One Mobile Sign permit is issued per property. The site plan is reviewed by the Building department for compliance with the Sign By-law, and an approved site plan will be issued. The approved site plan will indicate:

- Number of approved mobile signs permitted on the property.
- Areas where a mobile sign is permitted will be highlighted **Green**. Areas where a mobile sign is not permitted will be highlighted **Red**.

The Mobile Sign permit remains with the property. A separate mobile sign permit is not required for the replacement or addition of mobile signs, provided the installation complies with the approved site plan and City of Sarnia Sign By-law.

A. Site Information (where the proposed Mobile sign is to be located)

Building Number, Street Name	Unit Number	Lot/Con.
Municipality	Postal Code	Plan Number/other description

B. Applicant Information

Contact Name:	Corporation or partnership:	
Street Address:	Unit Number	Lot/Con.
Municipality	Postal Code	Province

Telephone Number:	E-mail:	
C. Property Owner Information (if different from above)		
Contact Name:	Corporation or partnership:	
Street Address:	Unit Number	Lot/Con.
Municipality	Postal Code	Province
Telephone Number:	E-mail:	
D. Declaration of Applicant		

I, _____ certify that:
 (Print name)

1. The information contained in this application, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. As the Owner/Contractor I take responsibility to ensure compliance to all federal, provincial, and municipal legislation and/or regulations prior to, during, and after construction. I will not hold The City of Sarnia or its employees liable for any actions by myself resulting in non-issuance of a permit, revoking of a permit, civil action, and/or possible fine.
3. I have authority to bind the corporation or partnership (if applicable).

 (Date)

 (Signature of Applicant)

Personal information contained in this form and schedules is collected under the authority of section 7 subsections 8(2) of the Building Code Act, and will be used in the administration and enforcement of the Building Code Act, 1992. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality to which this application is being made.