

Department: Municipal Enforcement Services
Key Business: Licensing
Service Area: Sign Permits

Service Provided	Unit of Measure	HST Y/N	2022 Base Fee	2023 Base Fee	2024 Proposed Base Fee	HST \$	2024 Fee (tax included)	Effective Date MMM-YY	Last Increase	2024 over 2023 \$ Change	2024 over 2023 % Change
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Full Cost Recovery

Permanent Signs

Ground, Fascia, Awning, Directional, Entrance Canopy, Projecting, Directory (fascia), Monolith, Fuel Pump, Fuel Pump Canopy, Drive-Through Pre-Sale Menu Board, Drive-Through Menu Board	per sign	N	\$398.00	\$415.00	\$430.00	N/A	\$430.00	Jan-24	2023	\$15.00	3.6%
Static Electronic Message Board	per sign	N	\$795.00	\$830.00	\$860.00	N/A	\$860.00	Jan-24	2023	\$30.00	3.6%

Temporary Signs

Pole Poster Sign	annual	N	\$260.00	\$272.00	\$282.00	N/A	\$282.00	Jan-24	2023	\$10.00	3.7%
Event Sign (to a maximum of 8 signs)	per event	N	\$105.00	\$110.00	\$114.00	N/A	\$114.00	Jan-24	2023	\$4.00	3.6%
Wall Poster (Fascia), Flag, Development Ground Sign, Real Estate Ground Sign (Non-Residential), Real Estate Fascia Sign (Non-Residential)	per sign - annually	N	\$260.00	\$272.00	\$281.00	N/A	\$281.00	Jan-24	2023	\$9.00	3.3%
Hoarding Sign	per frontage - annually	N	\$255.00	\$267.00	\$276.00	N/A	\$276.00	Jan-24	2023	\$9.00	3.4%
Window Sign	per frontage - annually	N	\$315.00	\$330.00	\$341.00	N/A	\$341.00	Jan-24	2023	\$11.00	3.3%
A-Frames - Private Property	per sign - annually	N	\$70.00	\$73.00	\$75.00	N/A	\$75.00	Jan-24	2023	\$2.00	2.7%
Development Sign A-Frame	per sign - annually	N	\$260.00	\$272.00	\$281.00	N/A	\$281.00	Jan-24	2023	\$9.00	3.3%
	per sign - after July 1	N	\$156.00	\$163.00	\$169.00	N/A	\$169.00	Jan-24	2023	\$6.00	3.7%
Mobile, Wall Banner, Feather Banner	21 day permit	N	\$99.00	\$104.00	\$108.00	N/A	\$108.00	Jan-24	2023	\$4.00	3.8%
Inflatable Sign	21 day permit	N	\$315.00	\$330.00	\$341.00	N/A	\$341.00	Jan-24	2023	\$11.00	3.3%
Charitable Sign	21 day permit	N	no charge					Feb-19	N/A	N/A	N/A
Community Mobile Signs	Per week	N	\$71.00	\$74.00	\$75.00	N/A	\$75.00	Jan-24	2023	\$1.00	1.4%

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Third Party Advertising Signs

Ground Advertising Sign	annual	N	\$4,200.00	\$4,400.00	\$4,550.00	N/A	\$4,550.00	Jan-24	2023	\$150.00	3.4%
Mobile Advertising Sign	per day - max 21 days	N	\$99.00	\$104.00	\$108.00	N/A	\$108.00	Jan-24	2023	\$4.00	3.8%
Renewal - Ground Advertising Sign	per sign	N	\$1,125.00	\$1,175.00	\$1,225.00	N/A	\$1,225.00	Jan-24	2023	\$50.00	4.3%

Election Signs

Deposit - Election Signs	per candidate	N	\$205.00	\$215.00	\$224.00	N/A	\$224.00	Jan-24	2023	\$9.00	4.2%
Removal of Election Signs	per retrieval	N	\$51.00	\$54.00	\$56.00	N/A	\$56.00	Jan-24	2023	\$2.00	3.7%
Removal of Election Signs 3 days after election	per sign	N	\$11.00	\$12.00	\$13.00	N/A	\$13.00	Jan-24	2023	\$1.00	8.3%

Miscellaneous Fees

Sign Alteration	per sign	N	\$59.00	\$62.00	\$65.00	N/A	\$65.00	Jan-24	2023	\$3.00	4.8%
Sign Exception Application - Level 1	initial application including 1 sign	N	\$510.00	\$535.00	\$553.00	N/A	\$553.00	Jan-24	2023	\$18.00	3.4%
Sign Exception Application - Level 1	2nd or subsequent under application	N	\$236.00	\$247.00	\$255.00	N/A	\$255.00	Jan-24	2023	\$8.00	3.2%
Sign Appeal Application - Level 2	application including 1 sign	N	\$880.00	\$920.00	\$960.00	N/A	\$960.00	Jan-24	2023	\$40.00	4.3%
Sign Appeal Application - Level 2	2nd or subsequent under application	N	\$236.00	\$247.00	\$255.00	N/A	\$255.00	Jan-24	2023	\$8.00	3.2%
Review of Level 1 Decision by Appeals Committee	Per application	N	N/A	\$300.00	\$310.00	N/A	\$310.00	Jan-24	2023	\$10.00	3.3%
Sign By-law Amendment Application	application including 1 sign	N	\$2,250.00	\$2,350.00	\$2,450.00	N/A	\$2,450.00	Jan-24	2023	\$100.00	4.3%
Sign By-law Amendment Application	2nd or subsequent under application	N	\$236.00	\$236.00	\$245.00	N/A	\$245.00	Jan-24	2022	\$9.00	3.8%
Officer consultation - Sign permit review	per application	N	\$102.00	\$107.00	\$111.00	N/A	\$111.00	Jan-24	2023	\$4.00	3.7%
Retrieval of Unauthorized Items and Signs (by Municipal Enforcement Staff)	Per Item	N	\$64.00	\$67.00	\$70.00	N/A	\$70.00	Jan-24	2023	\$3.00	4.5%
Missed Appointment - Sign retrieval of unauthorized items and signs	per appointment	N	\$26.00	\$28.00	\$29.00	N/A	\$29.00	Jan-24	2023	\$1.00	3.6%
Retrieval of Unauthorized Items and Signs (by Roads and Works Staff - including equipment)	Per Item	N	Varies based on hourly rate					Jan-20	N/A	N/A	N/A