

SIGN POSTING GUIDELINES



CITY OF ORILLIA

DEPARTMENT OF PLANNING AND DEVELOPMENT

July 1, 2009

Terms for Sign Posting Process

1. You must have a sign posted by _____,
(Must be filled out by Planning Staff)
10 days of receipt of a letter deeming application complete.
2. A staff member from the Department of Planning and Development must fill out the "Sign Information Sheet" provided in package.
3. Present "Sign Information Sheet" as well as "Sign Design Template" to your selected sign company. Please see attached list for local sign companies.

Posting the Sign

1. Photographic proof of your sign posting will need to be emailed to _____ at _____ by _____
(Must be filled out by Planning Staff).
2. The sign must be visible to the public; therefore it must be placed at the principal entrance of the subject lands, where it abuts a Public Street or Right of Way.
3. If your property has frontage on two (2) or more streets, you will be required to post a sign or signs that are visible from each adjacent street.
4. If your property does not have adequate frontage in which to post a sign, then the sign can be placed in a front facing window or affixed to a front facing building façade.
5. Refer to "Sign Design Template" for appropriate placement of the sign.

Removal of the Sign

1. If your sign becomes damaged or stolen it will be the responsibility of the applicant to replace the sign.
2. A representative from the Department of Planning and Development will instruct you when to remove signs.
3. Signs should not be removed prior to the date specified by the Department of Planning and Development.

PLEASE READ, SIGN, DETACH AND RETURN THIS PAGE AND ONLY THIS PAGE TO THE DEPARTMENT OF PLANNING AND DEVELOPMENT AT THE CITY OF ORILLIA.

Once you have read the "Sign Posting Process" please sign the following page and return to the Department of Planning and Development. If you have additional questions before signing please contact the undersigned.

I _____ representing the development at
(Print full name here)
_____ have read the following and agree to the
(Print address of development here)

terms associated with the "Sign Posting Process" and that the information contained in this application is true and that the information contained in the documents that accompany this application in respect of the application is true. I further acknowledge and agree that I am responsible for placement of the sign, and replacement of the sign should it become damaged or lost.

Signature

Date

Please Fax, Email or Mail this document to the following address:

Attn: Department of Planning and Development
Orillia City Centre
50 Andrew Street South
Suite 300
Orillia, On
L3V 7T5

List of Sign Companies 2008-2009

Annis – Way Signs Ltd. 299 Lakeshore Dr. Orillia (705) 734-2860	Pinnacle Graphix 11789 Hwy 12, Orillia (705) 835-5444
Creechers Design 2 Synset Cr., Orillia (705) 326-5646	Schell Carved Signs 3 Royce Ave, Orillia (705) 327-2502
Debes Signs Inc. 23 Progress Dr. (705) 326-9329	SIGNMAN 2234 Hwy 12, Brechin (705) 484-0000
Georgian Mobile Signs Orillia (705) 737-1275	Signs on the spot 8016 Hwy 11, Orillia (705)325-1545
Imagefx by Serra Design Ltd 883 Horseshoe Valley Rd (705) 329-9329	Speedy Signs 4337 Burnside Line, Orillia (705)326-3080 Fax (705) 326-3134 www.speedysigns.ca
Imagineers www.imagineers.ca 1- 866-321-5338	Sunflower Signs Inc. 47 Burnside Line, Orillia (705) 835-7446
Magnet Signs Orillia 1954 Webster Blvd., Orillia (705) 737-6242	The Sign Guys 781 Atherley Rd, Orillia (705) 325-6654
Mitchell Signs & Imaging Group 110 Saunders Road, Barrie (705) 739-7446	Top Quality Sign Men 12 Ontario, Orillia (705) 325-2220
Moving Media 627 Fire Route 1b 1-877-749-9399	Trillium Sign & Designs 10 Hamilton Rd. Barrie (705)722-0006
Pattison Sign Group 580 Harvie Settlement Rd., Orillia (705) 325-7446	VOROSSIGNS 8016 Hwy 11 Orillia (705) 325-1545 balintvoros@sympatico.ca

DETACH HERE

SIGN POSTING INFORMATION PACKAGE FOR SIGN COMPANY



CITY OF ORILLIA

DEPARTMENT OF PLANNING AND DEVELOPMENT

Sign Information Sheet

City Staff will fill in the appropriate information in the blanks below. It is your responsibility to submit to a sign company of your choice. It is very important that printing is clear and legible.

PUBLIC NOTICE

Zoning By-law Amendment Application
Temporary Use By-law Amendment Application
Official Plan Amendment Application

(Please choose one of the above)

Subject Property:

(Please print address or legal description)

Existing: _____
(Print current Zone/Designation)

Proposed: _____
(Print proposed Zone/Designation)

To permit

(Please print purpose of proposal. Ex: A four storey Townhouse with 26 units)

Information regarding this proposal and Public Meeting schedules can be obtained at the City of Orillia Department of Planning and Development, 3rd floor, City Hall (50 Andrew St.) between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday.

Please Contact: _____
(Staff contact's number)

City File No: D ____ - ____

Date Posted:

Sign Design Template

PUBLIC NOTICE Zoning By-law Amendment Application

Subject Property: 1234 Branko Avenue

Existing:

First Density Multiple Residential (RM1) Zone

Proposed:

Second Density Multiple Residential Exception

To Permit:

A Four Storey Townhouse (26 units)

Information regarding this proposal and Public Meeting schedules can be obtained at the City of Orillia Department of Planning and Development, 3rd floor, City Hall (50 Andrew St.) between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday.

Please Contact: (705) 325-3977

City File No. D14-879

Date Posted: June 2, 2009

→ BOLD (ALL CAPS)

→ BOLD

→ BOLD

→ BOLD (Subject Property Only)

→ BOLD

→ BOLD

→ BOLD

→ MATERIAL: 1/2 INCH PRESSURE TREAT OR DECAY RESISTANT MATERIAL (MIN) WITH WHITE BACKGROUND

→ ITALICS

→ BOLD (Please Contact) Only

→ BOLD (City File No.) Only

→ DECAY RESISTANT MATERIAL

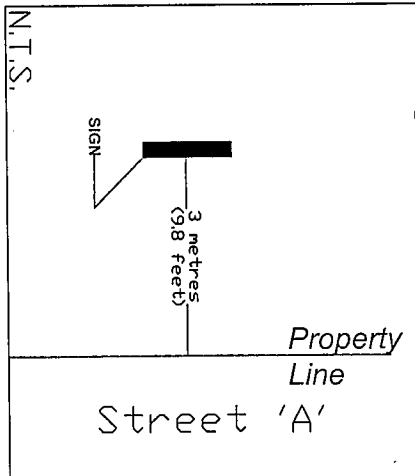
MINIMUM HEIGHT: 1 METRE (3.28 FEET)

NOT TO SCALE
(N.T.S.)

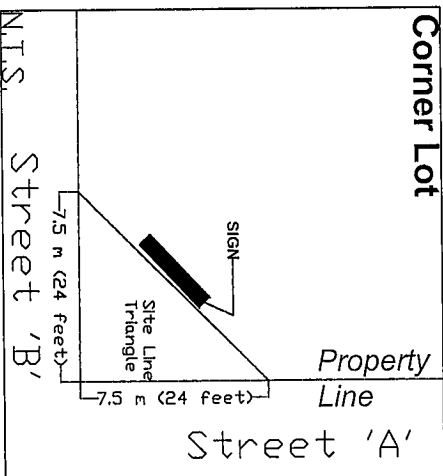
GRADE

HOW TO LOCATE A SIGN

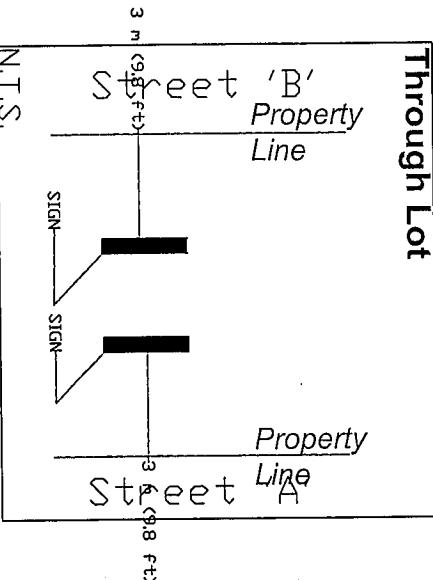
Facing One Street-Line



Corner Lot



Through Lot



Sign Design Template

FONT: ARIAL ONLY

2.40"

PUBLIC NOTICE

Zoning By-law

Amendment Application

Subject Property: 1234 Branko Avenue

Existing:

First Density Multiple Residential (RM1) Zone

Proposed:

Second Density Multiple Residential Exception (RM2-X) Zone

To Permit:

A Four Storey Townhouse (26 units)

Information regarding this proposal and Public Meeting schedules can be obtained at the City of Orillia Department of Planning and Development, 3rd floor, City Hall (50 Andrew St.) between the hours of 8:30 a.m. to 4:30 p.m. Monday to Friday.

Please Contact: (705) 325-3977

City File No. D14-879

Date Posted: June 2, 2009

→ BOLD (ALL CAPS)

→ BOLD

→ BOLD

→ BOLD (Subject Property Only)

→ BOLD

→ BOLD

→ BOLD

→ MATERIAL: 1/2 INCH PRESSURE TREAT OR
DECAY RESISTANT MATERIAL (MIN)
WITH WHITE BACKGROUND

→ ITALICS

→ BOLD (Please Contact) Only

→ BOLD (City File No.) Only