

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

Service Provided	Unit of Measure	HST Y/N	2023 Base Fee	2024 Base Fee	2025 Proposed Base Fee	HST \$	2025 Fee (tax included)	Effective Date MMM-YY	Last Increase	2025 over 2024 \$ Change	2025 over 2024 % 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	\$415.00	\$430.00	\$444.00	N/A	\$444.00	Jan-25	2024	\$14.00	3.26%
Static Electronic Message Board	per sign	N	\$830.00	\$860.00	\$888.00	N/A	\$888.00	Jan-25	2024	\$28.00	3.26%

Temporary Signs

Pole Poster Sign	annual	N	\$272.00	\$282.00	\$291.00	N/A	\$291.00	Jan-25	2024	\$9.00	3.19%
Event Sign (to a maximum of 8 signs)	per event	N	\$110.00	\$114.00	\$118.00	N/A	\$118.00	Jan-25	2024	\$4.00	3.51%
Wall Poster (Fascia), Flag, Development Ground Sign, Real Estate Ground Sign (Non-Residential), Real Estate Fascia Sign (Non-Residential)	per sign - annually	N	\$272.00	\$281.00	\$290.00	N/A	\$290.00	Jan-25	2024	\$9.00	3.20%
Hoarding Sign	per frontage - annually	N	\$267.00	\$276.00	\$285.00	N/A	\$285.00	Jan-25	2024	\$9.00	3.26%
Window Sign	per frontage - annually	N	\$330.00	\$341.00	\$352.00	N/A	\$352.00	Jan-25	2024	\$11.00	3.23%
A-Frames - Private Property	per sign - annually	N	\$73.00	\$75.00	\$77.00	N/A	\$77.00	Jan-25	2024	\$2.00	2.67%
Development Sign A-Frame	per sign - annually	N	\$272.00	\$281.00	\$290.00	N/A	\$290.00	Jan-25	2024	\$9.00	3.20%
	per sign - after July 1	N	\$163.00	\$169.00	\$175.00	N/A	\$175.00	Jan-25	2024	\$6.00	3.55%
Mobile, Wall Banner, Feather Banner	21 day permit	N	\$104.00	\$108.00	\$112.00	N/A	\$112.00	Jan-25	2024	\$4.00	3.70%
Inflatable Sign	21 day permit	N	\$330.00	\$341.00	\$352.00	N/A	\$352.00	Jan-25	2024	\$11.00	3.23%
Charitable Sign	21 day permit	N	no charge					Feb-19	N/A	N/A	N/A
Community Mobile Signs	Per week	N	\$74.00	\$75.00	\$77.00	N/A	\$77.00	Jan-25	2024	\$2.00	2.67%

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Third Party Advertising Signs

Ground Advertising Sign	annual	N	\$4,400.00	\$4,550.00	\$4,700.00	N/A	\$4,700.00	Jan-25	2024	\$150.00	3.30%
Mobile Advertising Sign	per day - max 21 days	N	\$104.00	\$108.00	\$112.00	N/A	\$112.00	Jan-25	2024	\$4.00	3.70%
Renewal - Ground Advertising Sign	per sign	N	\$1,175.00	\$1,225.00	\$1,265.00	N/A	\$1,265.00	Jan-25	2024	\$40.00	3.27%

Election Signs

Deposit - Election Signs	per candidate	N	\$215.00	\$224.00	\$231.00	N/A	\$231.00	Jan-25	2024	\$7.00	3.13%
Removal of Election Signs	per retrieval	N	\$54.00	\$56.00	\$58.00	N/A	\$58.00	Jan-25	2024	\$2.00	3.57%
Removal of Election Signs 3 days after election	per sign	N	\$12.00	\$13.00	\$14.00	N/A	\$14.00	Jan-25	2024	\$1.00	7.69%

Miscellaneous Fees

Sign Alteration	per sign	N	\$62.00	\$65.00	\$67.00	N/A	\$67.00	Jan-25	2024	\$2.00	3.08%
Sign Exception Application - Level 1	initial application including 1 sign	N	\$535.00	\$553.00	\$570.00	N/A	\$570.00	Jan-25	2024	\$17.00	3.07%
Sign Exception Application - Level 1	2nd or subsequent under application	N	\$247.00	\$255.00	\$263.00	N/A	\$263.00	Jan-25	2024	\$8.00	3.14%
Sign Appeal Application - Level 2	application including 1 sign	N	\$920.00	\$960.00	\$990.00	N/A	\$990.00	Jan-25	2024	\$30.00	3.13%
Sign Appeal Application - Level 2	2nd or subsequent under application	N	\$247.00	\$255.00	\$263.00	N/A	\$263.00	Jan-25	2024	\$8.00	3.14%
Review of Level 1 Decision by Appeals Committee	Per application	N	\$300.00	\$310.00	\$320.00	N/A	\$320.00	Jan-25	2024	\$10.00	3.23%
Sign By-law Amendment Application	application including 1 sign	N	\$2,350.00	\$2,450.00	\$2,525.00	N/A	\$2,525.00	Jan-25	2024	\$75.00	3.06%
Sign By-law Amendment Application	2nd or subsequent under application	N	\$236.00	\$245.00	\$253.00	N/A	\$253.00	Jan-25	2024	\$8.00	3.27%
Officer consultation - Sign permit review	per application	N	\$107.00	\$111.00	\$115.00	N/A	\$115.00	Jan-25	2024	\$4.00	3.60%
Retrieval of Unauthorized Items and Signs (by Municipal Enforcement Staff)	Per Item	N	\$67.00	\$70.00	\$72.00	N/A	\$72.00	Jan-25	2024	\$2.00	2.86%
Missed Appointment - Sign retrieval of unauthorized items and signs	per appointment	N	\$28.00	\$29.00	\$30.00	N/A	\$30.00	Jan-25	2024	\$1.00	3.45%
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