



Sign – Municipal Bylaw

[Municipal Sign By-law](#)

The forms listed on this application guide represent the most common required forms and may not represent all required forms relating to your project. Review of your application submission may result in a requirement for further documentation. All forms, guides and applications can be found on our **[forms and applications page](#)**.

Mandatory uploads for each application:

- Site Plan
- Plans

Building and Septic Owner Authorization (If Applicable) – If you are apply on behalf of the owner you and the owner will need to complete and sign this form.

Site Plan – A Site Plan is required. See the Site Plan Guide on Forms Page.

Plans – Plans required would be, but not limited to, sign layout and plan (showing what will be on the sign), sign location plan (showing where on the building it will be), and Anchor Specifications, Ground signs required to have foundation details.

Ministry of Transportation Ontario (If applicable) – Under the authority of the Public Transportation and Highway Improvement Act, the Ministry of Transportation regulates the permit controlled area for buildings, structures, roads, entrances and the placement of signs.

Regional Conservation Authority Approval (If Applicable) – if your property is subject to Conservation Authority Regulation, contact them for an approval/permit or written exemption from appropriate Conservation Authority, prior to submitting your application for building permit.



Building & Septic Division, Development Services

180 Kent Street West, Lindsay ON, K9V 2Y6

P: 705-324-9411 ext. 1288

E: buildingpermits@kawarthalakes.ca

Other documents, such as Planning Decisions, Interpretations or

Correspondence. - If you have been in contact with the Planning Department and have had a Planning Application or been provided with information that may assist in processing your application, please upload it here.