



This is NOT a permit

Development Approvals
Variable Message Sign Application
1 of 3
Date (YYYY-MM-DD)

Plan Requirements:

1. Site plan and elevation view drawn to scale of subject property showing sign location. The Applicant can use: [Explore HRM](#), Google, or a scanned engineering /property drawing. Also, include recent photos of the site from all angles labelled with location and direction.
2. The following must be included on the site plan: location and the measurements of the proposed sign from curb or travelled way, sign orientations, the location of all other signs on the property, vehicle access locations, north arrow, distance between on-site signs, distance of all LED or electronic signs within 300m of the property, property lines, adjacent streets, parking, building. Landscaped areas, location and distance of key decision-making points (see guidelines), labels and directions where applicable. Metric only.
3. Plan drawn to scale showing the graphic design and construction materials of the proposed sign.
4. Four clear and legible copies of the plans shall be provided.

Sign Information and Conditions

Category of Sign _____	<input type="checkbox"/> Temporary <input type="checkbox"/> Permanent	Previous Permit No. (if applicable) _____
Duration of Placement (if temporary) _____	Date From: _____	Date To: _____ Number of Sign Faces ___ Single ___ Double
Sign Length (m) _____	Sign Width (m) _____	Sign Area (m2) _____
Sign Elevation (grade to top of sign) _____		

Sign Type

Mobile Building Mounted Ground Mounted Billboard Roof Mounted

Sign Orientation to adjacent street

Perpendicular Parallel Angled- Specify angle: _____

The Applicant agrees to the following:

Sign has light sensor Yes

Maximum light output shall be 3.2 lux (0.3 ft candles) above ambient light levels Yes

Sign shall not display anything which could be confused with any official traffic control device by virtue of shape or colour Yes

Sign shall operate as a static sign should it become situated within a temporary road work or construction zone Yes

Sign shall not display animation Yes Messages shall not flash or scroll Yes

Message sequencing in prohibited Yes Message dwell time is minimum of 20 seconds Yes

Message transition time is instantaneous ___ Yes

Animated Sign – A sign employing actual motion, the illusion of motion, or light and/or colour changes achieved through mechanical, electrical, or electronic means.

Scroll – A mode of message transition on a VMS in which the message appears to move vertically or horizontally across the display surface.

Message Sequencing – The use of a sequence of displays and messages as part of a single advertisement.

Dwell Time – The length of time a static image or message is shown on a sign.

Applicant Information

First Name _____ Last Name _____

Company Name (if Applicable) _____ Telephone Number _____

Street Number _____ Street Name _____ Suite _____ Mobile Number _____

City _____ Province _____ Postal Code _____ Fax Number _____

E-mail address _____

Signature _____ Date _____

By signing this form the applicant certifies all information is true and agrees to abide by all the conditions on the application. Unsigned applications will not be reviewed.

Sign Tenant Information ___ Same as above

First Name _____ Last Name _____

Company Name (if Applicable) _____ Telephone Number _____

Street Number _____ Street Name _____ Suite _____ Mobile Number _____

City _____ Province _____ Postal Code _____ Fax Number _____

E-mail address _____

Signature _____ Date _____

General Conditions:

- Halifax Regional Municipality reserves the right to review/monitor the operation of the sign and request adjustments to the display (brightness, colour, etc.) should it be deemed necessary based on surrounding conditions.
 - An accurate plan is required to ensure prompt processing of this application.
 - If a license/permit has been issued due to inaccurate information provided by the applicant, the license/permit may be revoked.
 - If the sign is located in a parking space, provide the floor plan of the building showing the area and use(s) of all leasehold space(s).
 - To see prohibited and accepted areas for VMSs see the attachment.
 - NS Department of Transportation and Infrastructure Renewal approval may be required
 - Written permission of owner or management company if multiple tenants on the property (if required).
 - Sign must be a minimum of 4.6m from the inside of a curb
 - Signs must be a minimum of 7m from the pavement or travelled way where there is no curb.
 - In no case shall the sign be located within the municipal right-of-way.
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