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# SIGN CORRIDOR APPLICATION

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## SIGN CORRIDOR AGREEMENT

- All associated costs or liabilities resulting from sign fabrication, maintenance, repair, and replacement are the responsibility of the sign owner;
- All associated costs from damage caused by weather, livestock, or equipment are the responsibility of the sign owner;
- General Sign Prohibitions: no person will install, place or otherwise locate a private sign that:
  - Displays any intermittent, flashing or rotating light;
  - Has moving or rotating parts;
  - Design elements that extend out beyond the specified 4' x 8' or 8' x 12'.
- Each business is permitted to have one sign in each of the three sign corridors;
- Sign dimensions must be 4' x 8' or 8' x 12' and mounted horizontally;
- The sign owner will ensure that all signs installed under the agreement are maintained in an appearance that is neat and professional;
- The Town of Maple Creek reserves the right to direct that damaged and/or weathered signs be repaired or replaced at the sign owner's expense;
- Failure to repair/replace damaged or weathered signs within 30 days' notice will result in the removal of the sign and the sign owner will forfeit their sign location;
- Sign owners must pay an annual lease fee per sign within 30 days' receipt of annual invoice;
- If a business ceases to exist or if annual fees are not paid within 30 days from the date of notification, the Town of Maple Creek will remove the signs from the corridor and the sign holder will forfeit their sign location;
- The annual lease fees are subject to change at the discretion of the Town of Maple Creek with 60 days' notice of fee changes;
- The Town of Maple Creek is the only authorized agent for entering the sign corridor areas; to install, remove, and inspect signs and supports;
- Sign locations are subject to availability on a first come first serve basis;

Sign Corridor Agreement Between the Town of Maple Creek and

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Sign Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Town of Maple Creek: \_\_\_\_\_ Date: \_\_\_\_\_

# Town of Maple Creek

P.O Box 428 | 205 Jasper Street  
Maple Creek, SK S0N 1N0  
Phone: (306) 662-2244 | Fax (306) 662-4131



## Sign Corridor Application

**ELIGIBILITY:** Businesses based within the Town of Maple Creek (i.e.: pay taxes to the Town of Maple Creek and/or have a business license for a business that is operated out of the Town of Maple Creek).

**Business Name:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **LOCATION & SIZE REQUESTED:**

(subject to availability & approval)

Location	Size	<input checked="" type="checkbox"/>	Size	<input checked="" type="checkbox"/>
Highway #1 East	4' x 8' (\$30)		8' x 12' (\$50)	
Highway #1 West	4' x 8' (\$30)		8' x 12' (\$50)	
Highway #21 South	4' x 8' (\$30)			

### **FEES / BILLING:**

Application	\$20.00	
Installation	\$225 per 4' x 8' sign	\$375 per 8' x 12' sign
4'x8' sign	spots are \$30.00/month per sign	\$360.00 Annually
8'x12' sign	spots are \$50.00/month per sign	\$600.00 Annually

\*Annual fees invoiced in January. Full Payment due within 30 days.

\*New sign approvals/installations will be prorated for the year.

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(for office use only) **Application Status:** Approved  | Denied  | Wait List

**Sign Installation Date:** \_\_\_\_\_ **Initials:** \_\_\_\_\_

**Application fee received:** Yes  No

**Proof Received:** Yes  No

**Approval Letter sent:**

## Sign Corridor Rules:

- Designated corridors developed East and West of Highway #21 along Highway #1 and on the East side of Highway #21 South within town limits.

## Sign Information:

- Signs shall be **4 x 8 feet or 8 x 12 feet**;
- Signs shall be **metal or backed with a minimum of 3/8" plywood**;
- Signs must be placed **horizontally**;
- Signs shall not include an advertising device – including banners, streamers, flags, lights, holograms, search lights and any device that are decorative in nature;
- Signs shall not have flashing, moving or rotating parts;
- Signs shall not contain wording that suggests a business is better than their competitors (i.e best restaurant in town);
- Signs shall not in any way resemble an official traffic sign or traffic control device that may cause confusion to motorists;
- Signs are only permitted in designated sign corridors;
- Sign supports are the property of the Town of Maple Creek;

## Sign Maintenance:

- If signs are broken, splintered, peeling, lifting, have holes, warping, chipping or cracking the sign owner will be notified by the Town of Maple Creek;
- Sign owners must notify the Town of Maple Creek to take the sign down if needed;
- Action must be taken by the sign owner within 30 days of notification;
- All associated costs or liabilities resulting from sign fabrication, maintenance, repair, and replacement are the responsibility of the sign owner;

## Sign Information:

- Installation fee per sign:           4' x 8' - \$225.00       8' x 12' - \$375.00
- Annual lease fee per sign:       4' x 8' - \$360.00       8' x 12' - \$600.00
- Annual lease fees will be prorated for the first calendar year from date of installation.
- Annual lease fees are payable to the month they are installed and every January 31<sup>st</sup> in following years;
- If a business ceases to exist or if annual fees are not paid within 30 days from the date of notification, the Town of Maple Creek will remove the signs;
- Fees are subject to change at the discretion of the Town of Maple Creek with 60 days' notice.

## Sign Corridor Responsibilities:

### Sign Owner:

1. Make application for the signs and remit applicable fees;
2. Provide a sketch, picture or drawing with the wording of the proposed sign;
3. Provide the Town with the sign once approval is received;
4. Adhere to the standards and conditions listed in this agreement.

### Town of Maple Creek:

1. Distribute applications;
2. Approve wording on signs;
3. Collect fees;
4. Issue receipts;
5. Issue payment to landowners;
6. Ordering posts, backing & hardware;
7. Installation of posts, backing, hardware and signs;
8. Signpost alignment;
9. Grass cutting and weed control, South Corridor only;
10. Regular inspection of signs;
11. Enforcement of Maple Creek's Sign Corridor Bylaw, Sign Corridor Agreement Rules;
12. The Town of Maple Creek reserves the right to change the Sign Corridor Rules, decline applications for reasons not specifically stated in the sign specifications, and take down corridor signage in cases of emergency.

## Sign Installation Fees:

Installation fee per sign:	4' x 8' - \$225.00	8' x 12' - \$375.00
Annual lease fee per sign:	4' x 8' - <u>\$360.00</u>	8' x 12' - <u>\$600.00</u>
Total amount payable to the Town of Maple Creek:	4' x 8' = <u>\$585.00</u>	8' x 12' = <u>\$975.00</u>

Payment is due at time of approval, prior to installation; please submit payment in person or to:

Town of Maple Creek  
Box 428  
Maple Creek, SK S0N 1N0

If you have any questions, please contact the Economic Development Officer, 306-662-2244,  
[gillianm@maplecreek.ca](mailto:gillianm@maplecreek.ca)