

## Development Permit Approval Tag:

The Development Permit Approval Tag is a QR Code (Quick Response Code) that is generated once a permit has been approved. The code is emailed to the applicant immediately after the Development decision has been made. It is to be printed on a label and affixed to a temporary sign. When scanned it enables sign owners, land owners, business owners, bylaw enforcers, or the general public to read the data displayed and know that a valid permit exists.

### Process:

1. When a decision has been made regarding a Temporary Sign application, the Development Officer will send an email to the applicant informing them of the decision.
2. The email includes Pre-notification of the Temporary Sign Development Permit Decision in an attached PDF document. If the Temporary Sign is approved, the document will also contain the *Development Permit Approval Tag*.
3. The last two pages of the PDF document are the *Development Permit Approval Tag*. The first page provides the applicant with the information that will be visible when the QR Code is scanned and includes printing and placement instructions for the label. The last page is the QR Code that must be printed on a label and affixed to the sign.
4. Approved Temporary Signs must have a *Development Permit Approval Tag* issued by the City of Edmonton. It is an offence to display a Temporary Sign without a development permit approval tag issued by the City of Edmonton (Reference Section 23.2(6) of the Edmonton Zoning Bylaw).
5. Do not display a sign prior to receiving the *Development Permit Approval Tag*.

### Print the Development Permit Approval Tag:

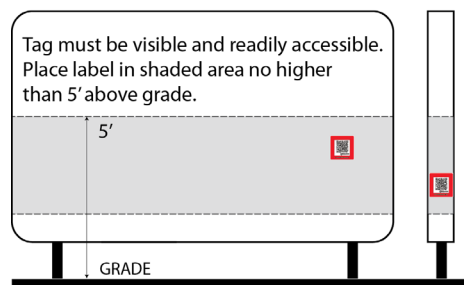
The *Development Permit Approval Tag* must be printed and affixed to the sign. The applicant has the choice to print the Tag or have the tag mailed to them.

- If the applicant **chooses to print the Tag**, it is their responsibility to ensure that it is weatherproof, positioned as required, and easily scanned.
- If the applicant **chooses to have the Tag mailed** it will be sent with the permit.

The Tag provided by the City of Edmonton is printed on a red label 3" x 3" and will be sent by regular mail along with the signed blue permit. It is to be affixed to the sign as shown below.

This code can be scanned by any device with a QR reader, for example a cell phone. Once scanned the code provides information about the permit as shown.

For more information contact [temporarysigns@edmonton.ca](mailto:temporarysigns@edmonton.ca).



PLACEMENT ON SIGN



SAMPLE TAG

Please ensure that a red border surrounds the code as shown.

Our label is 3"x 3".

