



FORT ST. JOHN

The Energetic City

THE CITY OF FORT ST. JOHN

SIGN BYLAW NO. 2594, 2024

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WHEREAS Section 10 of the *British Columbia Community Charter* authorizes the City of Fort St. John, under section 8 (4) [*spheres of authority — signs and other advertising*] may be exercised in relation to the erection, placing, alteration, maintenance, demolition and removal of signs, sign boards, advertisements, advertising devices and structures;

AND WHEREAS the City deems it necessary, by Bylaw, to regulate, prohibit and impose requirements in relation to signs;

NOW THEREFORE, pursuant to the above-referenced and other authority, Council of the City of Fort St. John, in open meeting assembled, enacts as follows:

TITLE:

This Bylaw may be cited as “City of Fort St. John Sign Bylaw No. 2594, 2024”.

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PART ONE: INTRODUCTORY PROVISIONS

DEFINITIONS

- 1) In this Bylaw, the following words have the following meanings:
 - a) **“ADVERTISEMENT”** means any work, letter, model, picture, symbol, device, or representation, whether illuminated or not, in the nature of an employed wholly or in part.
 - b) **“ANIMATED SIGN”** means all *signs* that move or depict movement in any way, by any means, other than an electronic variable message *sign*.
 - c) **“APRON”** means the vertical portion of a *canopy*.
 - d) **“AWNING”** means a shelter supported entirely from the exterior wall of a building and composed of non-rigid materials except for the supporting framework which may or may not project over public property.
 - e) **“AWNING SIGN”** means a *sign* painted, stencilled or attached on the fabric surface of an *awning* supported entirely from an exterior building wall.
 - f) **“BENCH SIGN”** means *signs* on bus stop benches, bus stop shelters, telephone booths, or waste receptacles located upon a road right of way authorized by the *City* or the authority providing the telecommunications or transit service.
 - g) **“BLOCK WATCH SIGN”** means a street *sign* indicating that the community is participating in a block watch program in accordance with Block Watch British Columbia, and *window signs* notifying the public that a specific neighbourhood is participating in Block Watch.
 - h) **“BUILDING MARKER”** means any *sign* indicating the name and date of a building and incidental information about its construction but excludes a *commercial message*.
 - i) **“BUILDING OFFICIAL”** means the municipal official appointed by *Council* from time to time to administer the building and plumbing bylaws that apply throughout the *City*.
 - j) **“BUSINESS”** means carrying on a commercial or industrial activity or undertaking of any kind including professional, personal or other services for gain or for profit, but does not include any activity carried on by Government or its agent.
 - k) **“BUSINESS SIGN”** means a *sign* relating to or promoting a *business*.
 - l) **“BYLAW ENFORCEMENT OFFICER”** means a *person* appointed by *Council* from time to time to enforce compliance with the bylaws that apply throughout the *City*.
 - m) **“CANOPY”** means a permanent hood, cover or shelter, including the *apron*, that projects from a building.

PART ONE – INTRODUCTORY PROVISIONS (continued)

- n) **“CANOPY SIGN”** means a *sign* displayed on a *canopy*.
- o) **“CHANGEABLE COPY SIGN”** means a *sign* with an area where the *copy* can be changed manually or electronically.
- p) **“CITY”** means the City of Fort St. John, or the lands lying within the corporate boundaries of the City of Fort St. John, as the context may require.
- q) **“CLEARANCE”** means the vertical distance between the underside of a *sign* and finished *grade* immediately below.
- r) **“COMMERCIAL MESSAGE”** means any wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a *business*, product, service, or other commercial activity.
- s) **“COMMUNITY ACTIVITY”** means a service or activity carried on by a non-profit organization for the betterment of the community, and includes a patriotic, religious, charitable or civic event or cause or a *business* hosting an event for a non-profit organization when 80% or more of the proceeds are going to the non-profit group.
- t) **“COMMUNITY ACTIVITY SIGN”** means a *sign* that promotes a *community activity*.
- u) **“COPY”** means the text, illustrations and symbols on a *sign*.
- v) **“COPY AREA”** means the total area that encompasses the outer edge of the writing, logo or other display. This includes the frame or border and any material/color forming an integral part of the background of the display or used to differentiate the *sign* from the backdrop or structure against which it is placed. This area does not include supporting framework such as bracing or decorative fence and is relevant to the *sign area* itself.
- w) **“COUNCIL”** means the *Council* of the City of Fort St. John.
- x) **“CURB LINE”** means the line at the face of the curb nearest the street or roadway. In the absence of a curb, the *curb line* shall be established by the public works department where required.
- y) **“DEVELOPMENT APPLICATION SIGN”** means a *temporary sign* required as part of all development related applications that provides information about a proposed site change.
- z) **“DEVELOPMENT SIGN”** means a *sign* that markets the sale of a *parcel* in a subdivision or an individual unit in a building or indicates that a construction or development project is proposed or underway.

PART ONE – INTRODUCTORY PROVISIONS (continued)

- aa) **“DIRECTIONAL SIGN”** means an on-site incidental *sign* indicating the direction only, of a *business*, parking area, product service or event for the purpose of directing pedestrian or vehicular traffic.
- bb) **“ELECTION SIGN”** means a *sign* that promotes a candidate or party for a municipal or other government election.
- cc) **“FASCIA SIGN”** means a *sign* on a building that neither extends beyond the width nor above the *roofline* of the building.
- dd) **“FREESTANDING SIGN”** means a *sign* supported by a *sign structure* fixed to the ground and independent of a building.
- ee) **“FRONTAGE”** in this bylaw means the length of the property line of any lot parallel to and along each legally accessible public street, excluding a lane or alleyway that it borders.
- ff) **“GRADE”** in this bylaw means the average ground surface elevation within 6.5 metres around a *sign*.
- gg) **“HEIGHT”** in this bylaw means the vertical distance from the *grade* to the highest point of a *sign*.
- hh) **“HIGHWAY”** means a street, lane, road, bridge, viaduct and any other way open to public use, but does not include a private right-of-way on private property.
- ii) **“HOME-OCCUPATION SIGN”** means a *sign* advertising a *business* operated from a residential dwelling on that *parcel*.
- jj) **“INSTALL”** means to construct, place, display, maintain, alter, reconstruct, demolish or remove.
- kk) **“MOVING VEHICLE SIGN”** means a *sign* temporarily affixed to a motor vehicle, whether or not the motor vehicle is moving.
- ll) **“OFFICIAL SIGN”** means a *sign* required by, or *installed* pursuant to the provisions of federal, provincial, or local government legislation, regulation, or bylaw.
- mm) **“OWNER”** means the registered *Owner* of an estate in fee simple, or his agent authorized in writing, and includes:
 - 1. the tenant for life under a registered life estate;
 - 2. the registered holder of the last registered agreement for sale; and

PART ONE – INTRODUCTORY PROVISIONS (continued)

3. a *person* registered in the records as *owner* of land or of a charge on land, whether entitled to it in the *person's* own right or in a representative capacity or otherwise and includes a registered *owner*.
- nn) **“PAINTED WALL SIGN”** means a *sign* painted on the outside surface of a building for the direct or indirect purpose of advertising.
- oo) **“PARCEL”** means any lot, block of land or other area that is recorded of the Land Title Office.
- pp) **“PEDESTRIAN MARQUEE SIGN”** means a *sign* suspended beneath a *canopy* or *awning*, or other horizontal surface and supported by that structure, and is oriented to be visible to pedestrian traffic.
- qq) **“PENNANT SIGNS”** means any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, string, usually in a series, and usually designed to move in the wind.
- rr) **“PERSON”** means any individual, association, company, corporation, firm, organization, or partnership singular or plural, of any kind.
- ss) **“POLITICAL SIGN”** means a *sign* that conveys messages relating to a public election, referendum, recall campaign or current political issue.
- tt) **“PORTABLE CHANGEABLE COPY SIGN”** means a *changeable copy sign* that is not affixed to the ground or to a building.
- uu) **“PORTABLE SIGN”** means a *sign* not affixed to the ground or to a building.
- vv) **“PRIMARY FREESTANDING SIGN”** means the first *freestanding sign* on a *parcel*.
- ww) **“PROJECTING SIGN”** means a *sign* on a building that projects more than 0.3 metres from the building, but does not include a *canopy*, a *canopy sign* or a *fascia sign*.
- xx) **“PROMOTIONAL SIGN”** means a *sign* that advertises a new *business* grand opening, or a change in the management or location of a *business*, or a change in the use of a *parcel*.
- yy) **“PUBLIC LAND”** means any road right of way, or land owned or occupied by the *City* of Fort St. John or any agency of the *City*, but excludes lands held by private interests pursuant to a land lease granted by the *City*.
- zz) **“REAL ESTATE DIRECTIONAL SIGN”** means a *sign* on the ground that directs the public to a *parcel* that is for sale or lease.

PART ONE – INTRODUCTORY PROVISIONS (continued)

- aaa) **“REAL ESTATE SIGN”** means a *sign* located on the ground of a *parcel* that is for sale or for lease, which informs the public of who to contact for further information with respect to that *parcel*.
- bbb) **“RESIDENTIAL SIGN”** means any *sign* located in a district zoned for residential use that contains no *commercial message* except advertising for good and services offered on the premises where the *sign* is located, if offering such service at such locations conforms to all requirements of the *Zoning Bylaw* and *Business License Bylaw*.
- ccc) **“ROOFLINE”** means the line formed by the intersection of the exterior walls and roof, including a false roof, of a building.
- ddd) **“ROOF SIGN”** means a *sign* wholly or partially above the *roofline* of a building.
- eee) **“SANDWICH BOARD SIGN”** means a *portable sign* that is not illuminated and consists of two flat surfaces joined at one end.
- fff) **“SECONDARY FREESTANDING SIGN”** means a *freestanding sign* on a *parcel* that already contains one or more *freestanding signs*.
- ggg) **“SETBACK”** means the minimum distance required under this Bylaw between a *sign* and the boundary of a *parcel*.
- hhh) **“SIGN”** means a structure, device or visual display, which communicates information or attracts the attention of *persons* for any purpose.
- iii) **“SIGN AREA”** means the total area within the outer edge of the frame or border of a *sign*, but where a *sign* has no frame or border, it means the *copy area*.
- jjj) **“SIGN PERMIT”** means a permit issued in accordance with this Bylaw.
- kkk) **“SIGN STRUCTURE”** means a structure that supports a *sign*.
- lll) **“SUBDIVISION ENTRY SIGN”** means a *sign* on the ground that identifies a subdivision.
- mmm) **“TEMPORARY SIGN”** means a *sign installed* for a specified period of time announcing or advertising an event of limited duration.
- nnn) **“VEHICLE SIGN”** means an *advertisement sign* that has been permanently adhered to a vehicle where the principal purpose of the vehicle is to serve as a *sign*.
- ooo) **“WINDOW SIGN”** means any *sign* either painted on, attached to, or *installed* inside a window intended to be viewed by *persons* passing by outside the premises and does not include merchandise located in the window for display purposes.

PART ONE – INTRODUCTORY PROVISIONS (continued)

INTERPRETATION

- 2) The singular includes the plural and vice versa, and words importing a gender include the other gender and corporations.

MEASUREMENTS

- 3) All measurements in this Bylaw are expressed in the International System of Units (SI). This is commonly known as the metric system.

SEVERABILITY

- 4) If a portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of this Bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

PART TWO - APPLICATION OF BYLAW

GENERAL APPLICATION

This Bylaw applies to all lands within the municipal boundaries of the *City*.

EXEMPTIONS

- 5) This Bylaw does not apply to:
 - a) *official signs* issued by the Government of Canada, the Government of British Columbia, a Court, regional district or the *City*;
 - b) traffic control devices referred to in the *Motor Vehicle Act* (British Columbia);
 - c) *signs* on or over *City* streets, *installed* or authorized by the Director of Public Works and Utilities; and
 - d) *signs* located in the interior of a building and not visible from any *highway*.

PART THREE - ADMINISTRATION

PERMIT APPLICATION

- 6) No *person* shall *install* an *advertisement sign* as indicated within this bylaw including *freestanding, animated, building marker* or *temporary signs* without having first obtained a *sign permit* from the *City*.
- 7) Every application for a *sign permit* shall be submitted to the *Building Official* and shall:

PART THREE – ADMINISTRATION (continued)

- a) be made in the *sign permit* application form;
 - b) include all of the information requested on the *sign permit* application form;
 - c) be signed by the *owner* of the *sign* or the *owner's* agent;
 - d) be accompanied by the permit fee of \$50.00;
 - 1. *election sign* applications shall include a \$100.00 deposit which will be refunded if the *signs* are taken down within the time period indicated within Section 81. This deposit will be retained by the *City* if it has to remove any *election sign(s)*;
 - e) include a site plan showing:
 - 1. the location of the proposed *sign* in relation to the boundary of the *parcel*, any building on the *parcel*, any building to be constructed on the *parcel*, and any existing *sign* on the *parcel* and/or;
 - 2. the elevation of the face of any building, constructed or proposed;
 - 3. the dimensions of the wall surface of any building, constructed or proposed;
 - f) if the proposed *sign* is intended to be connected to an electrical energy source, written notice confirming the approval of the Technical Safety BC;
 - g) if a proposed *sign* involves structural elements and need comply with building regulations, a building permit application must accompany the *sign permit* application. This means that a *sign* with structural elements requires a complex building permit application. Applicable building permit fees shall apply; and
 - h) upon request, be accompanied by such further information regarding siting, placement, tests of materials, equipment, devices, construction methods or structural assemblies.
- 8) Issuance of a *sign permit* under this Bylaw does not in any way relieve the applicant from complying with this or any other bylaw of the *City*.
- 9) A *Building Official* may only issue a *sign permit* once:
- a) a fully completed application has been made for a *sign permit* and has been received by the *Building Official* as shown in *Sign Permit Application Form*;
 - b) the applicant has provided the *Building Official* with all other information required by this Bylaw;

PART THREE – ADMINISTRATION (Continued)

- c) the proposed *sign* described in the *sign permit* application conforms with this and all other bylaws of the *City*; and
- d) the applicant has paid the \$50.00 permit fee.

EXEMPTIONS

- 10) A *sign permit* is not required for any of the following:
 - a) a flag, *pennant sign* or emblem of a political, civic, philanthropic, educational or religious organization, provided the flag, *pennant sign* or emblem does not contain a *commercial message*;
 - b) a memorial plaque, cornerstone or historical tablet;
 - c) a *moving vehicle sign*;
 - d) a *real estate sign* that are smaller than 0.6 metres x 0.9 metres in dimension;
 - e) any *sign installed* or placed by the *City*, or *installed* or placed under the direction of the *City*, on *City public land*;
 - f) a banner *sign*;
 - g) a *block watch sign*,
 - h) a *building marker sign* that indicates the name and date of a building and incidental information about its construction but does not contain a *commercial message*.
 - i) any *election signs* that are smaller than 0.6 metres x 0.9 metres in dimension;
 - j) a *sandwich board sign*;
 - k) seasonal decorations; and
 - l) provided that the *sign* shall conform in all other respects to the requirements of this Bylaw.
- 11) A *sign permit* is not required in order to change the *copy* or colour of an existing *sign*, including a change in the name of the *owner* or *business* to which the *sign* relates.

CANCELLATION OF A PERMIT

- 12) The Development Services Department may cancel a *sign permit* if they have reason to believe that:

PART THREE – ADMINISTRATION (Continued)

- a) a false representation was made in respect of the application for the *sign permit*; or
 - b) the *sign* was *installed* contrary to this Bylaw or another bylaw of the *City*.
- 13) Upon receiving notice from the Development Services Department that a *sign permit* has been cancelled, the holder of that *sign permit* and the *owner* of the property containing the *sign* shall remove or replace the *sign* as required within 48 hours.

PART FOUR - GENERAL REGULATIONS

COMPLIANCE WITH BYLAW

- 14) No *person* shall *install* a *sign* within the *City*, except in conformity with the provisions of this or any other applicable bylaws.

HAZARDOUS SIGNS

- 15) No *sign* shall obstruct a window opening, door opening, passageway, fire escape, walkway, vehicular driveway, or public parking area.
- 16) No *sign* shall be placed in a location that may obstruct the safe and efficient movement of vehicular or pedestrian traffic, or otherwise create a safety hazard to vehicles, pedestrians or other *persons*.
- 17) No *sign* shall create a nuisance to the public.
- 18) No *sign* shall have the appearance of a traffic control device, as referred to in the *Motor Vehicle Act* (British Columbia).

MAINTENANCE OF SIGNS

- 19) Every *person* owning or displaying a *sign* shall maintain that *sign*, including all supports and fastenings, in a safe condition, and shall ensure that the *sign* is structurally sound and free from all hazards caused or resulting from decay.
- 20) Every *person* owning or displaying a *sign* shall maintain the *sign area*, the background, the *copy* and all lighting in a readable and clean condition.
- 21) Every *person* owning or displaying a *sign* shall maintain the *parcel* on which the *sign* has been *installed* in a safe and clean condition, free from weeds, and refuse.
- 22) A *sign permit* is not required under Part 4 of this Bylaw for the maintenance of a *sign*, including for the replacement of *copy* or lighting, or for the general refurbishment of the *sign*, but such maintenance shall conform to all other requirements of this Bylaw.

PART FOUR - GENERAL REGULATIONS (Continued)

MAXIMUM COPY AREA

- 23) The *copy area* of any *sign* shall not exceed 75% of the *sign area*, except as specifically permitted or limited in this Bylaw.

MAXIMUM PROJECTIONS

- 24) The maximum projection of any *sign*, measured from the exterior wall of the building to which the *sign* is attached, shall not exceed 3.0 metres and such *sign* shall not project to closer than 0.6 metres from the *curb line* of any *highway*.

MAXIMUM SIGN AREA

- 25) The *sign area* of any *sign* shall not exceed 14.0 square metres except as specifically permitted or limited in this Bylaw.

PROHIBITED SIGNS

- 26) The following *signs* shall not be *installed* within the *City*:
- a) *signs* that emit any sound, odour or matter;
 - b) *portable signs* mounted on vehicles or trailers;
 - c) *portable changeable copy signs* mounted on vehicles.
- 27) Should the illumination of a *sign* exceed permissible brightness levels, as per *Transportation Association of Canada (TAC)* regulations, thereby posing a potential hazard, it is strictly prohibited.

PART FIVE - SPECIFIC REGULATIONS

AWNING SIGNS

- 28) *Awning signs* shall be confined to the limits of the *awning* and the *copy area* shall not exceed forty percent (40%) of the *awning* surface.
- 29) *Signage* shall be permitted only on the exterior front or the exterior or interior side face of an *awning* and the *sign* shall not project more than 75.0 millimetres from the surface of the *awning*.
- 30) *Awnings* shall not project closer than 0.6 metres to the *curb line* measured horizontally and shall not project over a lane.
- 31) The minimum vertical *clearance* of an *awning* from the nearest finished *grade* shall be 2.8 metres.

PART FIVE - SPECIFIC REGULATIONS (Continued)

BENCH SIGNS

- 32) The *sign area* for a *bench sign* located at a bus stop shall not exceed 1.5 square metres.
- 33) A *bench sign* shall be maintained and, if damaged, shall be repaired immediately.

BLOCK WATCH SIGNS

- 34) No more than one *block watch sign* shall be *installed* on a *parcel*.
- 35) The *sign area* for a *block watch sign* must not exceed 0.2 square metres.
- 36) A *block watch sign* shall not be illuminated.

CANOPY SIGNS

- 37) A *canopy sign* shall not be *installed* where the length of the *canopy* is less than the distance the *canopy* projects from the building.
- 38) The *copy area* of a *canopy sign* shall not exceed 50% of the total area of the *canopy*.
- 39) A *canopy sign* that is *installed* on the *apron* of a *canopy* shall have a *clearance* of not less than 2.5 metres.
- 40) *Canopy signs* *installed* on the same building shall be of uniform *height* and *clearance*.
- 41) A *canopy sign* may be illuminated.
- 42) A *marquee sign* shall not be separated from the underside of the *canopy* by a distance of more than 0.15 metres and shall not extend horizontally beyond the limits of the *canopy*.

CHANGEABLE COPY SIGNS

- 43) One *changeable copy sign* that is also a *freestanding sign*, a *promotional sign*, or a *projecting sign* (including a *portable changeable copy sign*) may be *installed* on a *parcel*.
- 44) The *sign area* for each face of a *changeable copy sign* shall not exceed 3.8 square metres.
- 45) The *height* of a *changeable copy sign* shall not exceed 2.0 metres.
- 46) *Changeable copy sign* shall have a front *setback* of at least 1.0 metre and a side *setback* of at least 3.0 metres.
- 47) A *changeable copy sign* may be illuminated.

PART FIVE - SPECIFIC REGULATIONS (Continued)

- 48) A *changeable copy sign* shall only be supplied with electricity through an underground connection.
- 49) An illuminated or energized *changeable copy sign* shall not have flashing, oscillating or directional lighting.

COMMUNITY ACTIVITY SIGNS

- 50) The *sign area* of a *community activity sign* shall not exceed 3.8 square metres.
- 51) A *community activity sign* shall not be *installed* on the same *parcel* for more than 30 consecutive days in a single calendar year.
- 52) Notwithstanding section 51, a non-profit preschool may *install* a *community activity sign* that advertises its registration dates no more than twice each calendar year.
- 53) Notwithstanding section 51, a *person* may *install* a *community activity sign* on *public land* or on a *highway* for any duration of time, for the purpose of promoting public safety, security or health, with the approval of the *Building Official*.
- 54) A *community activity sign* that relates to a particular *community activity* shall be removed within 5 days of the conclusion of that *community activity*.

DEVELOPMENT APPLICATION SIGNS

- 55) A *development application sign* shall be a *freestanding sign*.
- 56) The *sign area* of a *development application sign* shall not exceed 5.9 square metres.
- 57) No more than one *development application sign* shall be *installed* to front the same *highway*.
- 58) No more than two *development application signs* shall be *installed* for each development project.
- 59) The *height* of a freestanding *development application sign* shall not exceed 2.4 metres.
- 60) A *development application sign* shall be removed immediately after the application has been determined by *Council*.

DEVELOPMENT SIGNS

- 61) A *development sign* shall not be a *portable sign*.
- 62) The *height* of a *development sign* shall not exceed 4.0 metres.

PART FIVE - SPECIFIC REGULATIONS (Continued)

- 63) The *sign area* for each face of a *development sign* shall not exceed 0.25% of the total area of the *parcel* or the *maximum sign area* as defined in this Bylaw under Section 25, whichever is less.
- 64) No more than one *development sign* shall be *installed* to front the same *highway*.
- 65) No more than four *development signs* shall be *installed* for each development project.
- 66) A *development sign* must be *installed* on the *parcel* undergoing development.
- 67) A *development sign* shall be removed within one month after the issuance of an occupancy permit by the *Building Official*, or, in the case of a subdivision development of a multi-family residential development, upon the sale of 90% of the subdivided lots or individual units.

DIRECTIONAL SIGNS

- 68) A *directional sign* shall be a *fascia sign* or a *freestanding sign*.
- 69) The *sign area* of a *directional sign* shall not exceed 0.6 square metres.
- 70) A *directional sign* shall have a front *setback* of no less than 1.0 metre, and a side *setback* and rear *setback* of no less than 3.0 metres.
- 71) The *height* of a *directional sign* shall not exceed 1.22 metres.
- 72) A *directional sign* may be illuminated but only from a steady source of light that is directed at the *directional sign* and that is shielded to eliminate glare when viewed by oncoming traffic.

ELECTION SIGNS

- 73) No *election sign* shall be posted or displayed during any period other than the election period to which the *sign* relates.
- 74) In accordance with the *Local Government Act*, a nominee does not officially become a candidate until they submit nomination papers thus campaign advertising signage cannot be *installed* until the papers are submitted to the Chief Election Officer.
- 75) In accordance with the *Local Government Act*, no *person* shall post, display or distribute an *election sign* at or within 100.0 metres of a building, structure, or any other place where voting procedures are being conducted.
- 76) No *person* shall post, display or distribute any local government *election sign* at or within 100.0 metres of *City Hall*.

PART FIVE - SPECIFIC REGULATIONS (Continued)

- 77) No *person* shall post, display or distribute an *election sign* within a public park, fronting public property or within a *City* owned facility.
- 78) The *sign area* of an *election sign* shall not exceed 3.8 square metres.
- 79) A freestanding *election sign* shall not exceed a *height* of 3.0 metres.
- 80) An *election sign* may be placed on the municipal boulevard, also known as *frontage*, in front of private property, but only with the permission of the *owner* or occupier of the private property in front of which the *election sign* is to be placed.
- 81) An *election sign* shall be removed within 5 days of the conclusion of the election to which it relates.
- 82) Any *election sign* larger than 0.6 metres x 0.9 metres requires a *sign permit* and is subject to the applicable permit fee.

FASCIA SIGNS

- 83) The combined *sign area* for all *fascia signs installed* on a building is limited to 1.0 square metre for each linear metre of the wall of in which the *sign* is affixed.
- 84) A *fascia sign* shall not project more than 30.0 centimetres from the face of a building.
- 85) A *fascia sign* that projects more than 15.0 centimetres from the face of a building shall have a *clearance* of no less than 2.5 metres.
- 86) A *fascia sign* shall not extend above the sill of any window on a building.
- 87) A *fascia sign* may be illuminated.

FREESTANDING SIGNS

- 88) The width of the *sign structure* or base of a *freestanding sign* shall be no less than 75% of the greatest width of the *freestanding sign*.
- 89) All *freestanding signs* shall comply with the *British Columbia Building Code* with respect to foundation supports.
- 90) No more than one *freestanding sign* shall be *installed* on a *parcel* unless the *freestanding signs* are *installed* no less than 50.0 metres apart.

PART FIVE - SPECIFIC REGULATIONS (Continued)

- 91) Where a *parcel* fronts one *highway*, the *sign area* of a *secondary freestanding sign* shall not exceed 50% of the *sign area* of the *primary freestanding sign*, or 10.0 square metres, whichever is less.
- 92) The *sign area* of the *secondary freestanding sign* shall not exceed the *sign area* of the *primary freestanding sign*.
- 93) The *sign area* of a *primary freestanding sign* shall exceed 20.0 square metres.
- 94) Where both a *freestanding sign* and another *sign* that is not a *freestanding sign* are *installed* on a *parcel*, the *sign area* of the *freestanding sign* shall not exceed 0.75% of the total area of the *parcel*, or 20.0 square metres, whichever is less.
- 95) A *freestanding sign* shall have a *side yard setback* of no less than 3.0 metres, and a *rear setback* of no less than 6.0 metres.
- 96) The *owner* of a *freestanding sign* shall landscape the area extending 0.6 metres around the base of the *freestanding sign*.
- 97) Where a *freestanding sign* projects over a pedestrian traffic area, such as a walkway or internal sidewalk, no part of the *freestanding sign* shall be less than 2.5 metres above the *grade*.
- 98) A *freestanding sign* may rotate.
- 99) A *freestanding sign* may be illuminated.
- 100) A *freestanding sign* shall not project over the property line of the *parcel* on which it is *installed*.

HOME-OCCUPATION SIGNS

- 101) The *sign area* for a *home-occupation sign* shall not exceed 0.28 square metres.
- 102) A *home-occupation sign* shall not be illuminated except by an external light source.

PAINTED WALL SIGNS

- 103) No more than one *painted wall sign* for each *business* operating inside a building shall be *installed* on the same wall of that building.
- 104) The *sign area* of a *painted wall sign* shall not exceed 25% of the total surface area of the wall.

PART FIVE - SPECIFIC REGULATIONS (Continued)

POLITICAL SIGNS

- 105) A *political sign* that relates to a particular event shall be removed within 5 days of the conclusion of that event.

PORTABLE CHANGEABLE COPY SIGNS

- 106) A *portable changeable copy sign* shall not be:

- a) illuminated in any way;
- b) *installed* on the roof of any building or structure;
- c) placed on a vehicle or trailer for display purposes;
- d) used for real estate purposes, such as the buying, selling or leasing of real property; or
- e) attached to an existing *freestanding sign*.

- 107) The *sign area* for each face of a *portable changeable copy sign* shall not exceed 3.8 square metres.

- 108) The *height* of a *portable changeable copy sign* shall not exceed 2.0 metres.

- 109) A *portable changeable copy sign* that is *installed* for the purpose of promoting a *community activity* may be:

- a) *installed* on *City* owned lands with written permission from the *City*; or
- b) *installed* on private property with the written permission of the owner or occupier of the private property on which the *sign* is to be placed, which written permission shall be submitted to the *City* along with the *sign permit* application.

- 110) No permit fee is applicable for a *portable changeable copy sign* that is *installed* for the purpose of promoting a *community activity*.

PROJECTING SIGNS

- 111) The *sign area* for a *projecting sign* shall not exceed 2.8 square metres.

- 112) A *projecting sign* shall not extend above the *roofline* of the building on which it is *installed*.

- 113) A *projecting sign* shall have a *clearance* of no less than 2.5 metres.

- 114) A *projecting sign* shall not project more than 3.0 metres from the building that it is *installed* on.

PART FIVE - SPECIFIC REGULATIONS (Continued)

PROMOTIONAL SIGNS

- 115) A *promotional sign* shall be only in the form of a *portable sign*, a *fascia sign*, or a *freestanding sign*.
- 116) The *sign area* of a *promotional sign* shall not exceed 3.8 square metres.
- 117) A *promotional sign* shall not be *installed* for more than 30 consecutive days in any three-month period.
- 118) A *promotional sign* that is also a *portable sign* shall not be *installed* on a *highway* or on *public land*.

REAL ESTATE DIRECTIONAL SIGNS

- 119) A *real estate directional sign* shall be a *freestanding sign* or a *sandwich board sign*.
- 120) The *sign area* of each face of a *real estate directional sign* shall not exceed 0.37 square metres.
- 121) A *real estate directional sign* shall not be illuminated.
- 122) A *real estate directional sign* shall not be *installed* on a *highway* unless:
 - a) the *real estate directional sign* is *installed* on a boulevard beside the *highway*;
 - b) the *owner* of the *real estate directional sign* holds a valid municipal *business licence*; and
 - c) no more than three *real estate directional signs* are *installed* for each property that is for sale or lease.

REAL ESTATE SIGNS

- 123) A *real estate sign* shall be a *fascia sign*, a *freestanding sign*, or a *window sign*.
- 124) The *sign area* for a *real estate sign* located on vacant *parcel* shall not exceed 3.0 square metres.
- 125) The *sign area* for a *real estate sign* located on non-vacant *parcel* shall not exceed 0.6 square metres.
- 126) No more than one *real estate sign* shall be *installed* to front the same *highway*.

ROOF SIGNS

- 127) The *sign area* of a *roof sign* shall not exceed 20.0 square metres.

PART FIVE - SPECIFIC REGULATIONS (Continued)

- 128) The *copy area* for a *roof sign* shall not exceed 50% of the total *sign area*.
- 129) A *roof sign* and its framework, supports and bracing shall be made of metal or some other non-combustible material, if the building to which the *roof sign* is attached is:
- a) more than one storey in *height*.
- 130) The base of every *roof sign* shall be not less than 1.5 metres above the *roofline* and not less than 0.5 metres inside the vertical projection of any external wall facing a street.
- 131) The maximum *height* of any *roof sign*, as measured from the *roofline* to the top of the *roof sign*, shall not exceed 7.5 metres and, for the purposes of this section, the *roofline* shall not include any penthouse, tower or other projection.

SANDWICH BOARD SIGNS

- 132) The *sign area* of each face of a *sandwich board sign* that is located on *public land* shall not exceed 1 square metre.
- 133) The *sign area* of each face of a *sandwich board sign* that is not located on *public land* shall not exceed 2.2 square metres.
- 134) No *person* shall *install* a *sandwich board sign* within 7.5 metres of an intersection, measured from the nearest curb line of the intersecting street or road.
- 135) Two or more *sandwich board signs* for the same *business* must be *installed* at least 30.5 metres apart.
- 136) No *person* shall *install* or leave *installed* a *sandwich board sign* outside of the *business* hours of the *business* to which the *sandwich board sign* relates.
- 137) A *sandwich board sign* shall not be illuminated.

SUBDIVISION ENTRY SIGNS

- 138) The *sign area* for each face of a *subdivision entry sign* shall not exceed 3.8 square metres.
- 139) The width of the base of a *subdivision entry sign* shall not be less than 75% of the greatest width of the *subdivision entry sign*.
- 140) No more than two *subdivision entry signs* shall be *installed* to front the same *highway*.
- 141) No more than four *subdivision entry signs* shall be *installed* for each subdivision.
- 142) A *subdivision entry sign* shall not exceed a *height* of 1.5 metres measured from the ground or the curb elevation of the *highway*, whichever is higher.

PART FIVE - SPECIFIC REGULATIONS (Continued)

- 143) A *subdivision entry sign* that is *installed* on a corner site shall be angled to minimize view obstruction down both *highways*.
- 144) A *subdivision entry sign* shall not be illuminated, except by an external light source.
- 145) The illumination of a *subdivision entry sign* shall not cause a nuisance to any *person*.
- 146) A *subdivision entry sign* shall not be *installed* upon a *highway* or on *public land*, unless the applicant for a *sign permit* has entered into a separate encroachment agreement with *Council* for that purpose.

WINDOW SIGNS

- 147) The *copy area* of all *window signs* shall not exceed 25% of the total area of the window.
- 148) No more than two *window signs* shall be *installed* in the same window at the same time.

PART SIX - RESTRICTIONS ON SIGNS IN PARTICULAR ZONES

PROPERTIES ZONED AGRICULTURAL, RESIDENTIAL, INTEGRATION

- 149) Only a *block watch sign*, a *political sign*, an *election sign*, a *real estate directional sign*, a *real estate sign*, a *subdivision entry sign*, a *development application sign*, a *residential sign*, or a *home-occupation sign* shall be *installed* on any *parcel* that is zoned Agricultural, Residential, and/or Integration.

PROPERTIES ZONED COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, PARKS, RECREATION AND NATURAL AREAS.

- 150) *Commercial message signs* in the form of a *canopy sign*, a *changeable copy sign*, a *portable changeable copy sign*, a *construction sign*, a *contractor sign*, a *development application sign*, a *fascia sign*, a *primary freestanding sign*, a *secondary freestanding sign*, a *painted wall sign*, a *promotional sign*, a *real estate directional sign*, a *real estate sign*, a *sandwich board sign*, a *political sign*, an *election sign*, or a *window sign* shall be *installed* on any *parcel* that is zoned Commercial, Industrial, Parks, Recreation and Natural Areas, and/or Institutional.
- 151) These *signs* must only advertise the buildings name, the occupant, or the main products sold on the *parcel*.

PART SEVEN - ENFORCEMENT AND PENALTIES

INSPECTIONS FOR COMPLIANCE

- 152) A *Building Official*, a *Bylaw Enforcement Officer* or a Director employed by the *City* may enter upon any *parcel* at all reasonable times for the purpose of determining whether the provisions of this Bylaw have been complied with.
- 153) No *person* shall interfere with or obstruct a *Building Official*, a *Bylaw Enforcement Officer*, or a Director employed by the *City* from entering upon a *parcel* for the purposes described in section 152.

REMOVAL OF SIGNS

- 154) A *Building Official*, a *Bylaw Enforcement Officer*, or any authorized *City* official may immediately remove any *sign installed* on a *highway* or on *public land* that does not have a valid *sign permit*.
- 155) Any *person* seeking to recover a *sign* removed by the *City* in accordance with this Bylaw shall pay to the *City* the fee set out in Schedule A to cover the cost of removing and storing the *sign*.
- 156) The *City* may dispose of any *sign* that is not recovered in accordance with section 155 within 30 days of removal and may use any proceeds generated from such disposal to cover the cost of removing, storing and disposing of the *sign*.

OFFENCE AND PENALTIES

- 157) The *City* designates this Bylaw as a Bylaw that may be enforced by means of a ticket in the form prescribed for that purpose by the *Community Charter* and the *Community Charter Bylaw Enforcement Ticket Regulation*.
- 158) A *Building Official*, a *Bylaw Enforcement Officer*, and a Director employed by the *City* are designated as *Bylaw Enforcement Officers* for the purposes of issuing tickets under this Bylaw.
- 159) The words or expressions set forth in Column 1 of Schedule A of this Bylaw designate the offence committed under the Bylaw section number appearing in Column 2 opposite the respective words or expressions for the purposes of issuing tickets under the *Community Charter*.
- 160) The amounts appearing in Column 3 of Schedule A of this Bylaw are the fines set pursuant to the *Community Charter* of the corresponding offences designated in Column 1 for the purposes of issuing tickets under the *Community Charter*.

PART SEVEN - ENFORCEMENT AND PENALTIES (Continued)

- 161) Any *person* who contravenes any provision of this Bylaw is liable to the *City* and must indemnify the *City* from all costs, expenses, damages and injuries resulting from the contravention. This does not in any way limit any other provision or any other remedy the *City* may have under this Bylaw or otherwise at law.
- 162) Every *person* who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty or obligation imposed by this Bylaw is liable to a fine of not less than the One Hundred Dollars (\$100.00).
- 163) Where there is an offence that continues for more than one day, separate tickets may be issued for each day or part thereof in respect of which the offence occurs or continues.
- 164) Nothing in this Bylaw limits the *City* from utilizing any other remedy that is otherwise legally available to the *City* at law.

SCHEDULES

Schedule A – Offences and Penalties

REPEALS

Sign Bylaw No. 2110, 2012, and all amendments thereto, are hereby repealed.

Introduced and Read a FIRST, SECOND and THIRD time this 8th day of July, 2024.

ADOPTED this 22nd day of July, 2024.

Lilia Hansen
Mayor

Bonnie McCue
Corporate Officer

SCHEDULE A – OFFENCES AND PENALTIES

Column 1 - Offence	Column 2	Column 3
Sign installed without a sign permit	Section 9	\$100.00
Sign contrary to sign bylaw	Section 17	\$100.00
Hazardous Sign	Sections 18 - 21	\$100.00
Fail to maintain sign	Sections 22 - 25	\$100.00
Prohibited Sign	Section 29	\$100.00