

City of Pitt Meadows
SIGN BYLAW NO. 2719, 2015 and amendments thereto
CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws listed below. The amending bylaws have been consolidated with the original bylaw for convenience only.

Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

AMENDMENTS

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2719	2015
2906	2021

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A Bylaw to provide regulations governing the erection and installation of *signs* in the community

SECTION 1: PREAMBLE

WHEREAS a local government may, by bylaw, pursuant to Section 908 of the *Local Government Act*, regulate the number, size, type, form, appearance and location of any *signs*.

NOW THEREFORE, the Council of the City of Pitt Meadows in open meeting assembled, ENACTS AS FOLLOWS:

SECTION 2: TITLE

1. This Bylaw may be cited as the "City of Pitt Meadows Sign Bylaw No. 2719, 2015".
2. City of Pitt Meadows Sign Bylaw 2248, 2005 and all amendments thereto are hereby repealed as of the date of adoption of this Bylaw;

SECTION 3: DEFINITIONS

In This Bylaw:

<i>Abandoned Sign</i>	means any sign which no longer serves its previously intended purpose, or which is not maintained as required by this Bylaw.
<i>Awning</i>	means a movable or temporary hood or cover which projects from the wall of a building.
<i>Awning Sign</i>	means a <i>non-illuminated sign</i> painted or affixed flat to the surface of an <i>awning</i> which does not extend vertically or horizontally beyond the limits of such <i>awning</i> .
<i>Banner Sign</i>	means a <i>Temporary Sign</i> composed of lightweight or non-rigid material, such as cloth, canvas or similar fabric.
<i>Balloon Sign</i>	means an inflated three-dimensional device which is affixed to the ground or a structure with an intention to attract public attention for a certain event or product.

<i>Billboard</i>	means a third party off-premises <i>sign</i>
<i>Building</i>	means any structure constructed pursuant to the Building Code for the Province and used or intended for supporting or sheltering any use or occupancy.
<i>Building Frontage</i>	means the horizontal length of a wall of a <i>building</i> where such wall faces a street. The measurement of such length is along a line parallel to the street.
<i>Building Projection</i>	means any projection from a <i>building</i> , which is not a <i>canopy</i> .
<i>Canopy</i>	means a permanent hood, cover or shelter, other than a projecting roof, extending from a <i>building</i> face and supported from the <i>building</i> or on independent posts, but does not include roof eaves.
<i>Canopy Sign</i>	means a <i>sign</i> painted on, attached to, or constructed in the face of a <i>canopy</i> .
<i>City</i>	means the City of Pitt Meadows.
<i>Clearance</i>	means the vertical distance between the lowest point of a <i>sign</i> and the <i>grade</i> .
<i>Comprehensive Sign Plan</i>	means a plan which coordinates all the <i>signs</i> and <i>sign</i> types for a <i>building</i> , a group of <i>buildings</i> , or a multi-tenant complex on a lot, or a <i>sign</i> proposal for two or more adjoining lots.
<i>Community Activity Sign</i>	means a <i>Temporary Sign</i> indicating that a community event or non-profit activity is to be, or is being carried on.
<i>Copy</i>	means the content or message as communicated by language, images, symbols, marks and related embellishments.
<i>Copy Area</i>	means the entire area within a single square or rectangle or a combination of squares or rectangles which enclose the <i>copy</i> .
<i>Corner Site</i>	means a site at the intersection or junction of two or more streets.

<i>Digital Copy</i>	means <i>copy</i> changed remotely by electronic means.
<i>Directional Sign</i>	means a <i>sign</i> indicating the name and direction only of a business, product, service or event.
<i>Director</i>	means the Director of Operations and Development Services of the City of Pitt Meadows, and shall include his or her deputy.
<i>Electronic Message</i>	means an <i>illuminated sign</i> which exhibits changing images or moving effects, or a <i>sign</i> with moving letters, symbols or changing messages.
<i>Face of a Sign</i>	means a side where <i>copy</i> may be placed.
<i>Fascia Sign</i>	means a flat sign affixed on and parallel to the wall of a building and projecting not more than 0.5 m from the building face. Where a sign has no frame or physical or visual borders, the sign area is the same as the copy area of the sign.
<i>Farm Produce Identification Sign</i>	means a <i>sign</i> which advertises farm produce for sale, but does not contain any other advertising.
<i>Farm Sign</i>	means a <i>sign</i> advertising agricultural use as permitted by the Zoning Bylaw.
<i>Feather Flag Sign</i>	means a <i>sign</i> that is made of lightweight flexible fabric or material with one or two sides to which <i>copy</i> can be applied and, which is attached to a freestanding pole.
<i>Freestanding Sign</i>	means any <i>sign</i> , except <i>billboards</i> , supported independently of and separated from a <i>building</i> or other structure and permanently fixed to the ground.
<i>Grade</i>	means the elevation of the finished ground surface directly below the <i>sign</i> . For any <i>sign</i> encroaching into a street, <i>grade</i> means the elevation established by the <i>City</i> for the surface of the sidewalk or boulevard adjacent to the <i>sign</i> .

<i>Height of Sign</i>	means the vertical distance from the highest point of the <i>sign</i> to the average <i>grade</i> elevation.
<i>Home Occupation Sign</i>	means a sign indicating that a home occupation is carried out on the same premises on which the sign is located.
<i>Illuminated Sign</i>	means any sign artificially illuminated by internal or external sources.
<i>Kiosk</i>	means a covered <i>sign</i> used for providing tourist information.
<i>Menu Board Sign</i>	means a <i>sign</i> used in conjunction with a drive-through facility to display and order products and services available at that facility.
<i>Neighbourhood Identification Sign</i>	means a sign that marks the entrance into a residential subdivision, commercial development or business park or identifying the name of a multi-unit residential dwelling.
<i>Non-conforming</i>	refers to a <i>sign</i> that does not conform to current Bylaws of the <i>City</i> .
<i>Off-Site Development Marketing Sign</i>	means a <i>Temporary Sign</i> advertising the nature of construction or demolition proposed or in progress other than on the premise on which the <i>sign</i> is located.
<i>On-Site Development Marketing Sign</i>	means a <i>Temporary Sign</i> advertising the nature of construction or demolition proposed or in progress on the premise the <i>sign</i> is located on.
<i>Open House Sign</i>	means a <i>sign</i> located at the road right of way directing and/or informing the public that a property offered for sale or lease is open for viewing. For the purposes of this definition, an <i>Open House Sign</i> in the form of a sandwich board is not to be considered as a <i>Sandwich Board Sign</i> .
<i>Owner</i>	means the registered <i>owner</i> of an estate in fee simple, the tenant for life under a registered life estate, the registered holder of the last registered agreement for sale and in relation to common property of a strata, the strata corporation.
<i>Permit</i>	means a <i>permit</i> required by or issued under this Bylaw.

<i>Person Responsible</i>	in relation to a <i>sign</i> , means a person who owns or possesses the <i>sign</i> , or who is responsible for its delivery, installation, erection, alteration, extension or removal in relation to a particular location.
<i>Political Sign</i>	means a <i>sign</i> indicating that an election or referendum is to be, or is being carried out, including candidate or party names and messages relating to the election or referendum.
<i>Portable Sign</i>	means any <i>sign</i> not permanently attached to the ground or to a <i>building</i> .
<i>Pre-Menu Board Sign</i>	means a <i>sign</i> erected as part of a drive-through facility. used only to display products and services available at the drive-through business.
<i>Prohibition Sign</i>	means a <i>sign</i> indicating a prohibition or penalty respecting the property on which it is situated.
<i>Projecting Sign</i>	means any <i>sign</i> other than a <i>canopy</i> or <i>Fascia Sign</i> which is attached to and projects from a structure, a <i>building</i> face or a wall.
<i>Real Estate Sign</i>	means a <i>sign</i> indicating that all or part of the premise on which it is located is for sale, rent or lease.
<i>Roof</i>	means the top enclosure of any <i>building</i> .
<i>Roof Line</i>	means the line made by the intersection of the wall of the <i>building</i> with the <i>roof</i> of the <i>building</i> at or near the face of the <i>building</i> .
<i>Rotating Sign</i>	means any <i>sign</i> or portion of a <i>sign</i> which moves in a revolving or similar manner.
<i>Sandwich Board Sign</i>	means a <i>sign</i> that is self-supporting, easily moved, and not affixed to any <i>building</i> , vehicle or base structure, or to the ground.
<i>Sign</i>	means a structure and includes any identification, description, illustration or device illuminated or non-illuminated, which is visible by the public from the

exterior, and which directs attention to a product, place, activity, person, institution, business or solicitation.

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, means the area contained within the shortest line surrounding the *copy*.

Sign Band

means a *sign* located above the horizontal line created by windows or doors on the ground level of a *building* and the lowest horizontal still line of the windows of a second storey.

Special Events Sign

means a *Temporary Sign* identifying special events, such as sales, new business opening, change in use or ownerships, sporting events, parades, music festivals, fairs and other planned events.

Special Permit Sign

means a *sign permit* authorized by Council or subject to council authorized agreement.

Temporary Sign

means a *sign* displayed for a limited period of time as stated-in this Bylaw.

Third Party Sign

means a *sign* which directs attention to a business commodity, service or entertainment which is conducted, sold or offered elsewhere than on the premise at which the *sign* is located.

Tourist Information Sign

means a *sign* erected by a government agency, non-profit organization or association which display advertising or information directed towards tourists.

True North Fraser Agricultural Sign

means a special *sign* that directs motorists to farms and agri-tourism businesses that generate on-farm sales.

Window Sign

means any *sign*, picture, symbol or combination thereof, designed to communicate information about an activity, business, commodity, event, sale or service that is placed inside or upon the window and is visible from the exterior of the window.

3.1 Other Definitions:

- a) Except as otherwise provided, words and phrases used in this Bylaw have the same meanings as in the *City of Pitt Meadows Zoning Bylaw*, the Local Government Act, the Community Charter and the Interpretation Act as the context and circumstances may require.

3.2 Contradicting Definitions:

- a) Where the same words are defined in more than one Bylaw, the definition in this Bylaw shall apply for the purpose of *sign* regulations;
- b) A reference to a statute in this Bylaw refers to a statute of the Province of British Columbia, and a reference to any statute, bylaw or other enactment refers to that enactment as it may be amended or replaced from time to time. Headings in this Bylaw are for convenience only and must not be construed as defining or limiting the scope or intent. The singular includes the plural and the plural includes the singular. If any part of this Bylaw is held to be invalid by a court of competent jurisdiction, the invalid part is severed and the remainder continues to be valid.

3.3 Application

This bylaw does not apply to:

- a) Property owned or held under lease or licence by the *City*;
- b) *Signs* located inside a *building* and not visible or intended to be visible from any street;
- c) *Building* addresses containing number and street only;
- d) Name and/or address plates for private residences; or
- e) Street name and traffic *signs*.

3.4 Existing *Signs*:

- a) The provisions of this Bylaw do not apply to any *sign* that is lawfully erected or displayed on the day the Bylaw comes into force so long as the *sign* is not altered. The maintenance and repair of the *sign* or change to the message displayed shall not be deemed to constitute an alteration to the *sign*.

SECTION 4: PROCEDURE TO OBTAIN *SIGN PERMIT*

4.1 *Permits* Required

A person must obtain a *permit* before erecting, rebuilding, altering, enlarging, extending, or relocating a *sign*, except as otherwise provided in this Bylaw.

4.2 Information Required for *Permit* Application

Every application for a *sign permit* shall be made in a form approved by the *Director*, and shall include the following information:

- a) Scaled drawings showing proposed location, type, size, height, colour, *sign area*, *copy area*, *clearance*, construction, colour, finishing material and estimated costs;
- b) Names and addresses of the *sign* applicant, the lot owner, the manufacturer of the *sign*, and the contractor for the construction of the *sign*;
- c) A letter of authorization from the lot owner if the applicant is not the lot owner;
- d) Details of any existing *sign* on the lot; and

If requested by the *Director*:

- a) A technical review of the *building* to which the proposed *sign* will be attached, and any information regarding its construction, to determine the *building's* capacity to support the proposed *sign*;
- b) Drawing and specifications prepared by a professional engineer registered in the Province of British Columbia as to the construction and installation of the proposed *sign* and identifying a professional engineer who will supervise that work; and
- c) Additional or alternative information as may be reasonably necessary.

4.3 *Permit* Fees

As per Schedule "A" of this Bylaw.

4.4 Issuance of *Permits*

- a) On receiving an application for a *permit* in complete form along with applicable fees, required insurance coverage and damage deposit, and if

satisfied that the application complies with the provisions of this Bylaw and other Bylaws of the *City*, the *Director* may issue a *permit*;

- b) A *permit* shall expire if active work is not commenced within a period of six (6) months from the date of issuance of the *permit*;
- c) The *Director* shall refuse a *permit* for any *sign* in any of the following circumstances:
 - i. the display of such *signs* is not permitted by this Bylaw;
 - ii. a complete application has not been received by the *City*;
 - iii. the fees, insurance coverage bond and damage deposit, if required, have not been received by the *City*;
 - iv. a technical review of the *building* or structure to which the *sign* is, or is to be attached by the *City* Building Official determines it is incapable of supporting the *sign*;
 - v. the information submitted regarding the construction of a *building* or structure is insufficient to enable the *City* Building Official to adequately determine the capacity of such *building* or structure to support the *sign*.
- d) The *Director* may refuse a *permit* for any *sign* where the *Director* is not satisfied that any of the provisions of this Bylaw have not been met or that the proposal, if implemented, would present a substantial risk to public safety or convenience, and if refusing on this basis must notify in writing the reasons for refusal to the property owner or *person responsible* for the proposed *sign*. The notice may include measures that would address the concerns of the *Director* so that a *permit* may be issued;
- e) The *Director* may require, as a condition of the issuance of any *permit*, that all drawings and specifications, or any part thereof, be prepared and sealed by, and the construction carried out, under the supervision of a Professional Engineer, registered in the Province of British Columbia, and the *Director* may refuse to issue a *permit* until he or she is provided with a letter signed by a Professional Engineer registered in the Province of British Columbia, undertaking to supervise the work authorized by such *permit* or any part thereof.

4.5 Comprehensive *Sign* Plan

- a) A *Comprehensive Sign Plan* must be submitted as part of a Development Permit consistent with the regulations in the *Official Community Plan Bylaw* as amended.

4.6 Development Permit Areas

- a) On lands which have been designated Development Permit Areas, *sign* regulations contained in this Bylaw may be varied through the application and approval of a development variance permit by Council. The erection of a new *sign* or the replacement, alteration or modification of an existing *sign* (a *sign* permitted and constructed through a development permit) which has been included in an existing development permit, shall require an amendment to the development permit.

4.7 Variance

- a) Variances to the provisions of this Bylaw may be granted by Council through a Development Variance Permit in accordance with the *City of Pitt Meadows Zoning Bylaw* as amended.

SECTION 5: BASIC PROVISIONS

5.1 Change of *Sign*:

- a) No person shall change any part of the structural elements, *copy area*, lighting or colour of permanent *sign*, without a *permit*.

5.2 Alterations:

- a) Change of *copy* on a legal *sign* is not prohibited, provided that the *sign* shall not be rebuilt, enlarged, extended or relocated and if belonging to a type of *sign* defined in this Bylaw, that it continues to be a *sign* of that type;
- b) A person responsible for a *sign* must ensure the *sign* conforms to the restrictions and requirements of this Bylaw whether or not a *permit* for that *sign* is required.

5.3 Number of *Signs*:

- a) The number of *sign* types permitted per business is two (2) but does not include *Temporary Signs*, *Neighbourhood Identification Signs*, *Freestanding Signs*, and *signs* not requiring a *permit*.

5.4 *Sign* on Property:

- a) Except as specifically permitted by this bylaw, no *sign* shall be displayed except on the premises occupied by the activity or matter which such *sign* is intended to advertise, identify, give information about or attract attention to;

- b) No person shall stop, stand, or park a vehicle on any real property for the principal purpose of displaying a *sign*.

5.5 *Sign Siting Regulations:*

- a) A *sign* may be constructed to the property line, as long as no portion of the *sign* or its supports extend beyond or over any property line unless express permission in writing has been obtained from the *Director*, the Province, or the *owner* of the adjacent property, as applicable;
- b) A property *owner* and person responsible for a *sign* must ensure that the *sign*:
 - i. does not obstruct the safe and efficient movement of vehicular or pedestrian traffic;
 - ii. does not obstruct vehicular or pedestrian sightlines;
 - iii. does not otherwise create a safety hazard to vehicle, pedestrians or other persons;
 - iv. if mounted on the ground of a corner lot, is not placed within 4.5 metres of point of intersection; and
 - v. is not suspended, projected or displayed on or over any public place or right-of-way without the express permission of the *Director* in writing or where applicable, the Ministry of Transportation or an affected utility company.

5.6 *Interference with Traffic Lights and Visibility:*

- a) A property *owner* or person responsible must not display a *sign* where it is likely to interfere with or otherwise obstruct any traffic control device, or in any way interfere with visibility from one street to another and the *Director* shall refuse to issue the permit for any *sign* in such circumstances where the *Director* is satisfied that such conditions will arise as the result of the display of such *sign*.

5.7 *Obstruction to Buildings or Passage:*

- a) A property *owner* and person responsible for a *sign* must not place, install, erect or build the *sign* in such a way that it obstructs a window, door opening, passageway, fire escape, walkway or other exit feature of a building.

5.8 *Illumination:*

- a) No rotating beam beacon of flashing illumination, which in the opinion of the *Director* resembles an emergency light, could present a safety risk to traffic, or be disruptive to adjacent properties, shall be used in connection with any *sign*;

- b) All *signs* permitted in this bylaw may be illuminated by internal lights or gooseneck lights unless specifically stated otherwise;
- c) Except for gooseneck lights, the source of illumination shall be concealed within the *sign*;
- d) Lighting for *illuminated signs* shall be downcast or shielded to minimize reflective impact on the night sky by being ground oriented;
- e) Lighting for *illuminated signs* shall not provide any glare, not shine directly onto neighbouring premises or into the direction to oncoming traffic.
- f) Lighting intensity of an *illuminated sign* shall be turned off or dimmed between the hours of 11:00 pm and 7:00 am;
- g) The *sign* brightness shall not exceed 0.3 foot candles (3 lux) above ambient light as specified by the *sign* company; and
- h) The electrical installations of an *illuminated sign* shall be constructed and maintained in accordance with the requirements of and to the satisfaction of the BC Safety Authority.

5.9 Maintenance:

- a) A property owner or occupant must ensure that on the premises where a *sign* is located:
 - i. the *sign* is maintained on a continual basis so that at all times they shall be structurally sound;
 - ii. the *sign* is free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances;
 - iii. the *sign* area, background, copy, lighting and embellishments, are continuously maintained in readable, clean and painted condition; and;
 - iv. the site is maintained free of weeds and debris and in a clean and workmanlike condition.
- b) Normal *sign* maintenance, including replacement of *copy* and lighting, shall not require a permit, but shall conform to all requirements of this bylaw.

SECTION 6: PROHIBITED SIGNS

A person must not, except as specifically permitted by this Bylaw, place or allow to remain in place:

- a) A *sign* that may detrimentally affect the health, safety and movement of people;
- b) A rotating or revolving *sign* other than a device indicating the current date, the time of the day, the temperature or barometric pressure;
- c) A *sign* or poster on the wall of any *building* or structure, post, pole, fence or tree;
- d) A *Portable Sign*, other than a *Sandwich Board Sign*;
- e) A *Balloon Sign*;
- f) A *Third Party Signs*, other than a *Development Marketing Sign*, *Billboard* or an *Electronic Message Board*;
- g) A *sign* emitting sound, odour or visible special effects;
- h) A *sign* having the shape and colour of a traffic control device referred to in the *Motor Vehicle Act*;
- i) A *roof sign*; or
- j) A *sign* that is not in accordance with the requirements of this Bylaw.

SECTION 7: SIGNS NOT REQUIRING A PERMIT

7.1 *Community Activity Sign*

A permit is not required for a *Community Activity Sign*, provided that:

- a) The *sign* is not displayed for a period exceeding thirty (30) days;
- b) The *sign* area shall not exceed 3.0 sq m (32.28 sq ft) of area for one face; and
- c) The height of the *sign* shall not exceed 2.5 m (14.77 ft.) above *grade*.

7.2 *Directional Sign*

A permit is not required for a *Directional Sign* in a parking lot or parking area to direct the public, provided that:

- a) Not more than four (4) *Directional Signs* shall be located on any single parcel;

- b) The *sign* shall not have more than two (2) faces, each face not exceeding 0.5 sq m (5.38 sq ft);
- c) The *sign* shall not exceed 1.2 m (3.9 ft.) in height;
- d) The *sign* may be only indirectly illuminated; and
- e) If the *sign* is to be located on a road right-of-way, the property owner must obtain and maintain a Highway Use Permit for that *sign*.

7.3 Election *Signs* (*Bylaw No. 2906, 2021*)

- a) For the purposes of this section,
 - i) "election *sign*" means a *sign*, including all its component parts, that advertises or promotes the election of a candidate or political party in relation to a federal, provincial, local government or school district election or by-election;
 - ii) "general voting day" means polling day under the Canada Elections Act, or general voting day under the Local Government Act, School Act, or Election Act, whichever is applicable;
 - iii) "*sign* face" means the total surface of a *sign* upon which the complete message or intent of the *sign* is conveyed, whether this includes one surface or a combination of surfaces that, when viewed together, form a single message.
- b) A *permit* is not required for an election *sign*, provided that:
 - i) the *sign* is not erected prior to the 28th day before the general voting day to which it relates, and is removed five days after the general voting day;
 - ii) the *sign* face area does not exceed 1.5 sq. m. (16.1 sq. ft.);
 - iii) the *sign* is not illuminated, animated, rotating, flashing or have moving lights or other electrical features; and
 - iv) the *sign* is not erected or placed
 - (a) on any bridge or overpass structure;
 - (b) on any City building;
 - (c) in any park;
 - (d) in any highway median, median garden, boulevard garden or traffic circle; or
 - (e) in the internal median of the Lougheed Highway.

7.4 Prohibition *Sign*

A permit is not required for a Prohibition *Sign*, provided that:

- a) The *sign* area shall not exceed 1.0 sq m (10.7 sq. ft); and
- b) The maximum height shall not exceed 1.5 m (4.9 ft.) above the *grade*.

7.5 On-Site Real Estate *Sign*

A permit is not required for an On-Site Real Estate *Sign* for the time period that a building, premise or parcel is for sale or lease, provided that:

- a) There are no more than two (2) *signs* per premise;
- b) The maximum *sign area* per face shall not exceed 1.0 sq m (10.7 sq ft); and
- c) The maximum height shall not exceed 1.5 m (4.92 ft.).

7.6 Open House *Sign*

A permit is not required for an Open House *Sign*, provided that:

- a) No more than three (3) *Open House Signs*, one of which may be a *Sandwich Board Sign*, shall be permitted on the *City's* road right of ways, for any one property listed;
- b) No *Open House Sign* shall be permitted along the Lougheed Highway;
- c) The *sign* is placed only on weekends or on statutory holidays when a listed property is open for a viewing during the following hours:
 - i. between 5:00 pm on Friday before the open house, except if Friday is a statutory holiday, then 5:00 pm on Thursday, and 9:00 am on Monday morning after an open house, except if Monday is a statutory holiday then 9:00 am on Tuesday; and
 - ii. in the case of statutory holidays on days other than Friday or Monday, between 5:00 pm on the day before the statutory holiday and 9:00 am on the day following the statutory holiday;
- d) The size of any *Open House Sign* shall not be greater than 0.5 sq. m (5.3 sq. ft) on all *sign* faces combined;

- e) The height of any *Open House Sign* shall not be greater than 0.7 m (2.3 ft.) if located closer than 5 m (16.4 ft) to an intersection and shall not be greater than 1.2 m (12.9 ft) in any other location;
- f) Not more than 2 (two) *Open House Signs* in total for all the realtors together shall be situated at any intersection for all the corners together at a single intersection;
- g) *Open House Signs* shall not be placed in a way to impede pedestrians, cyclists, cars or persons using transit; and
- h) *Open House Signs* shall not be fastened or block vision to any traffic control device or *sign* or have balloons or other attachments to distract drivers.

7.7 Religious and Civic Organizations *Sign*

A permit is not required for a Religious and Civic Organizations *Sign* for Religious and Civic Organizations, provided that:

- a) Only one (1) *Freestanding Sign* per premises is erected;
- b) The maximum *sign area* shall not exceed 2.0 sq m (21.5 sq ft); and
- c) The maximum height shall not exceed 2.5 m (8.7 ft.).

7.8 Farm Produce Identification *Sign*

A permit is not required for a Farm Produce Identification *Sign*, provided that:

- a) The *sign* must only advertise farm produce for sale;
- b) The advertised produce must be grown on the farm the *sign* is erected;
- c) The *sign* shall be removed at the end of the harvest season or within two days of ceasing to sell the produce being harvested;
- d) Only one *sign* shall be permitted per farm, unless a *True North Fraser Agricultural Sign Permit* is issued;
- e) The *sign* must be located on farm property; and
- f) The *sign* must not remain in place for more than 90 days in any calendar year.

7.9 *Window Sign*

A permit is not required for a *Window Sign*, provided that:

- a) The maximum *sign area* of any permitted *Window Sign* shall not cover more than 25% of any single window, or 25% of the entire surface area of a group of windows; and
- b) The *sign* must not be located above the second storey.

SECTION 8: PERMANENT SIGNS REQUIRING A PERMIT

Physical Form of Permanent *Signs*

8.1 *Awning Signs*

Awning Signs are permitted in areas zoned for *Agricultural Golf Course, Airport, Commercial, Institutional* or *Industrial* uses, provided that:

- a) Only one *sign* is permitted for each business within the premise; except that where a business is located in a corner unit, two *awning signs* are permitted provided that The *sign area* of the *sign* located at the side of the *building* should be equal to or smaller than the *sign area* of the *sign* located at the front of the *building*;
- b) No *Awning Sign* shall be allowed for upper storey awnings;
- c) The *sign area* shall be limited by the vertical and horizontal dimensions of the *awning* and shall not exceed 1.0 sq.m. (10.8 sq. ft) to 1.0 m (3.3 ft.) of linear *building wall* to which the *sign* is affixed;
- d) The *sign* shall not extend beyond outer perimeter of the *awning* to which it is affixed;
- e) The *copy area* shall not exceed more than 50 percent of the *awning*;
- f) The *sign* shall be located only on the exterior of an *awning* and the *sign* shall not project more than 0.075 m (0.25 ft.) from the *awning*;
- g) Where the *awning* has more than one face, the *sign* may continue around the perimeter of the *awning* and shall be considered as one *sign*; and
- h) *Awning Signs* may be illuminated by backlighting.

8.2 Canopy Signs

Canopy signs are permitted in areas zoned for *Agricultural Golf Course, Airport, Commercial, Institutional* or *Industrial* uses, provided that:

- a) The *sign area* shall be limited by the vertical and horizontal dimensions of the *canopy* and shall not exceed 1.0 sq m (10.8 sq. ft) to 1.0 metre (3.3 ft.) of *canopy* frontage;
- b) The *copy area* shall not exceed more than 50 percent of the surface of a *canopy*;
- c) A *Canopy Sign* is permitted if the *building* or premise is not provided with an *Awning Sign*;
- d) The *clearance* shall not be less than 2.7 m (8.89 sq ft) above *grade*;
- e) Two or more *Canopy Signs* on the same *canopy* shall be of uniform height;
- f) A *Canopy Sign* shall have the same *clearance* as any *Canopy Sign* already installed on an adjacent *building*;
- g) A *Canopy Sign* must not project within 0.3 m (0.9 ft.) measured horizontally, from any curb line of a road, or where there is no curb, the edge of pavement; and
- h) *Canopy signs* may be illuminated.

8.3 Fascia Signs

Fascia Signs are permitted in areas zoned for *Agricultural Golf Course, Airport, Commercial, or Institutional* uses, provided that:

- a) The *sign area* shall not exceed the ratio of 1 sq m (10.8 sq ft) to 1 metre (3.3 ft.) of linear *building* wall to which the *sign* is affixed;
- b) *Fascia Signs* shall be limited to one *sign* per business except where the business is located in a corner unit, in which case two *Fascia Signs* are permitted, with the *sign area* of the *sign* located at the side of the *building* should be equal to or smaller than the *sign area* of the *sign* located at the front of the *building*;
- c) Where large occupancies span several commercial units or where major vertical architectural elements forming part of the *building* design disrupts continuous

signage, one *Fascia Sign* per commercial unit is permitted provided that all *signs* for the business are of a consistent height;

- d) The maximum *copy area* of a *Fascia Sign* shall not exceed 75 percent of the *sign area*;
- e) *Fascia Signs* are permitted only where the *building* or premises do not have a *Canopy Sign*;
- f) The *sign* shall not extend above the roof line of the *building* face to which it is attached;
- g) The *sign* shall not extend horizontally beyond the end of the *building* face to which is attached;
- h) Any *Fascia Signs* advertising second storey occupancies must:
 - i) be placed below any second storey window sill or the roofline of a *building*;
 - ii. at the upper limit, be no higher than the top of the parapet or eave level of the wall or fascia to which the *signs* are affixed; and
 - iii. not be placed above the second storey.
- i) No part of a *Fascia Sign* which projects more than 10 cm (0.3 ft) from the face of the *building* shall have a *clearance* less than 2.5 m (8.2 ft.);
- j) The *sign* shall not project beyond 0.3 m (0.9 ft.) from the *building* face, and shall not extend above the sill of any window or above guardrails or balustrades immediately above the *sign*; and
- k) *Fascia Signs* may be illuminated.

Zoning: Industrial Zones.

Fascia signs are permitted within an area zoned for *Industrial* use, subject to the following regulations:

- a) For a building that is 70,000 square feet or greater, where individual industrial users occupy 25 percent or more of the building; or where a building is less than 70,000 square feet, and individual industrial users occupy more than 50 percent of the building, *Fascia Signs* must comply with the following restrictions:
 - i. the maximum *sign area* for *Fascia Signs* is 14 sq m (150 sq ft);

- ii. where applicable, the *Fascia Sign* must be placed in between the upper window and the top of the parapet. The upper limit shall be the top of the parapet or eave level of the wall or fascia to which the *signs* are affixed;
 - iii. A maximum of one (1) *Fascia Sign* per business is permitted unless located on a corner unit, in which case a second *Fascia Sign* is permitted along the flanking side;
 - iv. if two (2) or more *Fascia Signs* are proposed on a *building*, they must be located at the same height; and
 - v. An additional *Fascia Sign*, if restricted to the area between the top of the lower storefront window and the upper window sill, is permitted with a maximum *sign area* of 3.8 sq m (40 sq ft) per unit.
- b) In circumstances other than described in paragraph (a), *Fascia Signs* may be used on buildings within *Industrial* zones provided that:
- i. *Fascia Signs* are restricted to the area between the top of the lower storefront window and the upper window sill and must be located at the same height;
 - ii. the maximum *sign area* is 3.8 sq m (40 sq ft) per business; and
 - iii. a maximum of one (1) *Fascia Sign* per business is permitted unless located on a corner unit, in which case a second *Fascia Sign* is permitted along the flanking side.

8.4 **Freestanding Signs**

Freestanding Signs are permitted in areas zoned for *Agricultural Golf Course, Airport, Commercial, Institutional* or *Industrial* uses, provided that:

- a) For *signs* in the *Agricultural Golf Course, Commercial, Airport* and *Industrial* zones, the maximum *sign area* shall not exceed 6.0 sq m (64.5 sq. ft);
- b) For *signs* in the *Institutional* zone, the maximum *sign area* shall not exceed 4.0 sq m (43 sq ft);
- c) The maximum height of a *Freestanding Sign* shall not exceed 7.6 m (25 ft.) for commercial frontage along the Loughheed Highway and 2.5 m (8 ft.) elsewhere;
- d) The maximum *copy area* shall not exceed 75 percent of the *sign area*;
- e) Not more than one (1) *Freestanding Sign* is allowed on a parcel, except as specifically permitted by this Bylaw;

- f) Where a parcel fronts on more than one (1) street, one (1) additional *Freestanding Sign* is permitted provided that the distance between each *Freestanding Sign* is at least 50 m (164 ft.);
- g) In addition to a *Freestanding Sign* of 3.6 sq.m. (38.75 sq.ft.), a read-o-graph or *digital copy* shall be permitted to a maximum of 2.4 sq.m. (25.83 sq.ft.) and in the event that a read-o-graph or a *digital copy* is installed as part of a *Freestanding Sign*, its height may be increased by 1.2 m (3.94 ft.);

Digital copy shall be designed and placed:

- i. so as not to face or project into any residential area;
 - ii. to be equipped with automatic light level control devices and ambient light monitors to ensure that *evening brightness* levels do not exceed 0.3 foot candles above ambient light conditions and that evening brightness levels do not exceed 400 nits;
 - iii. to display only static images of no less than six (6) seconds duration each;
 - iv. to present no flashing or transitional effects between the display of static images
- h) For a *Freestanding Sign*, no guy wires shall be used. The support structure shall form an integral part of the design;
 - i) Where a *Freestanding Sign* projects over a vehicular traffic area, such as parking lot aisles or driveways, a minimum *clearance* of 4.2 m (13.78 ft.) shall be maintained;
 - j) Where a *Freestanding Sign* is located at the corner of a *corner site*, it shall be placed at equal angles to the property lines that form the site corner;
 - k) Businesses on the same property may combine their *Freestanding Signs* to form one (1) single *sign*; and
 - l) A *Freestanding Sign* may be illuminated.

8.5 Projecting *Signs*

Projecting Signs are permitted in areas zoned for *Agricultural Golf Course, Airport, Commercial, Institutional* or *Industrial* uses, provided that:

- a) The maximum *sign area* of a *Projecting Sign* shall not exceed 1.5 sq m (16 sq ft);

- b) The maximum *copy area* of a *Projecting Sign* shall not exceed 75 percent of the proposed *sign area*;
- c) The *Projecting Sign* shall have a minimum *clearance* of 2.4 m (7.9 ft) from the finished *grade*;
- d) The horizontal dimension of the *sign* shall not be more than double the vertical dimension of the *sign*;
- e) When a *Projecting Sign* is located at the corner of a *building* on a *corner site*, it shall be placed at equal angles to the *building* faces that form the *building* corner;
- f) The *sign* shall not extend above the parapet or the roof of the *building* to which the *sign* is attached; and
- g) A *Projecting Sign* may be illuminated.

8.6 Neighbourhood Identification *Signs*

Neighbourhood Identification Signs are permitted in areas zoned for *Agricultural Golf Course, Airport, Commercial, Industrial, Residential, or Institutional* uses or for *Mixed Use*, provided that the *signs*:

- a) Shall be limited to a maximum of one (1) per street entrance into the community area;
- b) Shall not contain the logo, symbol or name of any developer(s) or builder(s);
- c) In *Residential and Mixed Use Zones*:
 - i. *Neighbourhood Identification Signs* shall only display the name of the neighbourhood or subdivision;
 - ii. the maximum *sign area* shall not exceed 3 sq m (32 sq ft); and
 - iii. the maximum height shall not exceed 2.0 m (6 ft.).
- d) In *Industrial, Commercial, Institutional* zones:
 - i. *neighbourhood Identification Signs* shall only display the name of the development or subdivision logo or location of businesses within that development;
 - ii. the maximum *sign area* shall not exceed 28 sq m (300 sq ft); and
 - iii. the maximum height shall not exceed 3.0 m (10 ft.).

Purpose or Category of Permanent *Signs*

8.7 Home Occupation *Signs*

Home Occupation Signs are permitted in areas zoned for *Residential* or *Agricultural* uses, provided that:

- a) One (1) *Home Occupation Sign* may be permitted on the property where such activity is carried on, and only where a valid business license is in effect as may be required under the *City's Business Licensing and Regulation Bylaw*;
- b) The sign can be in the form of a *Freestanding* or a *Projecting Sign*;
- c) The sign area shall not exceed 0.5 sq m (5.38 sq. ft.);
- d) The maximum clearance of a *Freestanding Sign* shall not exceed 1.2 m (3.9 ft.);
- e) The maximum clearance of a *Projecting Sign* shall be minimum 2.1 m (6.8 ft.) from the finished grade below the sign; and
- f) A *Home Occupation Sign* shall not be lighted.

8.8 Tourist Information *Signs*

Zoning: in all zones permitted by the Zoning Bylaw

Tourist Information Signs are permitted in all areas provided that:

- a) *Tourist Information Signs* must be in the form of a *Freestanding Sign* or a *Kiosk*;
- b) If the sign is placed on private property, the written permission from the property owner is required;
- c) Placement of *Tourist Information Signs* shall not obstruct traffic or create a hazard to traffic movements; and
- d) The maximum height of *Tourist Information Signs* shall not exceed 2.5 m (8.2 ft.).

8.9 Golf Course Directional *Signs*:

Golf Course Directional Signs are permitted in areas zoned for *Agricultural* or *Golf Course* uses, provided that:

- a) Not more than six (6) golf course *Directional Signs* shall be permitted for each golf course;
- b) A *Directional Sign* shall be in accordance with Section A.1.3.3 of the Manual of Uniform Traffic Control Devices for Canada;
- c) The height of the *sign* shall be no more than 2.2 m (7.88 ft.);
- d) The maximum *sign area* shall not exceed 1.5 sq m (16 sq. ft) per side;
- e) The *sign* shall not be lighted; and
- f) Any *sign* proposed to encroach on a road right of way shall be subject to an approval by the *Director* as to its location.

8.10 Farm *Signs*:

Except as otherwise specifically provided in this Bylaw, Farm *Signs* are permitted in areas zoned for *Agricultural* uses, provided that:

- a) On any one (1) lot, the sign shall be one (1) Fascia Sign placed on the exterior building or attached to a fence or gate, and one (1) Freestanding Sign;
- b) The *sign(s)* shall be located entirely on the property to which the advertisement refers;
- c) A *Freestanding Sign* shall not exceed a *sign area* of 3.0 sq m (32sq. ft) on both sides and 2.5 m (8.2 ft) in height;
- d) A *Fascia Sign* shall not exceed a *copy area* of more than 75 percent of the *sign area*;
- e) The *sign area* of a *Fascia Sign* shall not exceed 6.0 sq m (64.58 sq. ft);
- f) The *Fascia Sign* shall not extend above the roofline of the *building* face to which it is attached;
- g) The *Fascia Sign* shall not extend horizontally beyond the end of the *building* face to which it is attached;
- h) No part of a *Fascia Sign* which projects more than 0.1 m (0.3 ft) from the face of the *building* shall have a *clearance* of less than 2.5m (8.2 ft);

- i) *Farm Signs* shall not be internally illuminated and any external illumination shall be shielded so that no direct illumination is visible elsewhere than on the *sign* and in the immediate proximity of the *sign*; and
- j) *Farm Signs* shall not be illuminated between 2200 hours (10:00 pm) and sunrise.

8.11 Menu Board *Signs*

Menu Board Signs are permitted in areas zoned for *Commercial* use, provided that:

- a) Not more than two (2) *Menu Board Signs* shall be permitted on a lot;
- b) The maximum *sign area* shall not exceed 5.5 sq m (59 sq ft); and
- c) The maximum height of a *sign* shall not exceed 2.5 m (8.2 ft.).

8.12 Pre-Menu Board *Signs*:

Pre-Menu Board Signs are permitted in areas zoned for *Commercial* use, provided that:

- a) Not more than two (2) *Pre-Menu Board Signs* shall be permitted on a lot;
- b) The maximum *sign area* shall not exceed 2 sq m (21.5 sq ft); and
- c) The maximum height of a *sign* shall not exceed 1.5 m (5 ft.).

SECTION 9: TEMPORARY SIGNS REQUIRING A PERMIT

9.1 On-Site Development Marketing *Signs*:

On-Site Development Marketing Signs are permitted in all areas, provided that a permit is obtained and subject to the following conditions:

- a) The combined area of *signs* on the site shall not exceed a ratio of 0.10 sq m (1.07 sq. ft) of *sign area* for each 10 sq m (107 sq ft) of lot area, or 100 sq m (1,076 sq ft) total *sign area*, whichever is lesser;
- b) No *sign* shall have any face dimension in excess of 5 m (16.4 ft), nor a *sign area* greater than 24 sq m (258.3 sq ft);
- c) The height of a *sign* does not exceed 5.5 m (18 ft.);

- d) The *signs* shall be removed within one (1) month of the final occupancy permit being issued. In the case of more than one suite in a newly constructed *building* the *signs* shall be removed within one (1) month of the final occupancy permit being issued for the last suite; and
- e) The *sign* shall be set back 4.5 m (14.7 ft.) from the intersection point of the boundaries of the intersecting highway or road.

9.2 Off-Site Development Marketing *Signs*

Off-Site Development Marketing Signs are permitted in all areas provided that a permit is obtained and subject to the following conditions:

- a) The maximum number of *Off-Site Development Marketing Signs* permitted per development shall not exceed two (2);
- b) No *sign* shall have any face dimension in excess of 5 m (16.4 ft.), nor a *sign area* greater than 12 sq m (129.1 sq ft);
- c) The height of a *sign* does not exceed 5.5 m (18 ft);
- d) The *sign* shall be freestanding only;
- e) Not more than one (1) *sign* may be located at a particular road intersection corner;
- f) The *sign* shall be set back 4.5 m (14.7 ft.) from the intersection point of the boundaries of the intersecting highway or road;
- g) *Signs* located along a highway or road may require a Highway Use permit as set out in the *City's Highway and Traffic Bylaw* as amended;
- h) A refundable bond of \$500.00 for each *sign* shall be posted by the applicant for each *sign* location;
- i) The *sign* shall be removed within one (1) month of the final occupancy permit being issued. In the case of more than one suite in a newly constructed *building* the *signs* shall be removed within one (1) month of the final occupancy permit being issued for the last suite;
- j) A *sign* not removed within one (1) month of final occupancy may be removed by the *City* in which case the bond will be forfeited to the *City*; and

- k) Written consent of the *owner* of the property on which the *sign* is located is provided to the *City*, authorizing the *City* to enter the subject lot and remove the *sign* if required.

9.3 Special Events *Signs*

9.4 Banner *Signs*

Banner Signs are permitted as *Special Event Signs* in areas zoned for *Commercial* or *Industrial* uses, provided that a permit is obtained and subject to the following conditions:

- a) Only one (1) *Banner Sign* per business is permitted, and for no more than four (4) separate periods in a calendar year, each period being no longer than 30 consecutive days;
- b) The maximum *sign area* for a *Banner Sign* shall not exceed 5 sq m (53.8 sq ft);
- c) The minimum *clearance* for a *Banner Sign* shall not be less than 2.5 m (8.2 ft.);
- d) The *Banner Sign* shall be located entirely on the property to which the advertisement refers;
- e) A *Banner Sign* shall be non-illuminated;
- f) A *Banner Sign* must be removed within 24 hours of the expiry of the *permit*;
- g) No new *Banner Sign* shall be installed until a period of 30 days has elapsed from the expiration of a *Banner Sign* permit previously issued for a business; and
- h) No *Banner Sign* is permitted above the first storey.

9.5 Feather Flag *Signs*

Feather Flag Signs are permitted as *Special Events Signs* in areas zoned for *Commercial* or *Industrial* uses, provided that a *permit* is obtained and subject to the following conditions:

- a) The *signs* are limited to a maximum of:
 - i. three (3) *Feather Flag Signs* on a parcel with a frontage or 50 m or less:
and
 - ii. six (6) *Feather Flag Signs* on a parcel with a frontage greater than 50 m.

- b) Only one (1) *Feather Flag Sign* per business is permitted and for no more than 4 separate periods in a calendar year, each period being no longer than 30 consecutive days;
- c) Where a sole business occupies the business premises, the amount of *Feather Flag Signs* calculated above may be used for that particular business;
- d) The maximum height of a *Feather Flag Sign* shall not exceed 3.0 m (10 ft.) for commercial frontage along Lougheed Highway and 1.8 m (6 ft.) elsewhere;
- e) The *Feather Flag Sign* shall be located entirely on the property to which the advertisement refers;
- f) A *Feather Flag Sign* shall be non-illuminated;
- g) A *Feather Flag Sign* must be removed within 24 hours of the expiry of the permit; and
- h) No new *Feather Flag Sign* shall be installed until a period of 30 days has elapsed from the expiration of a *Feather Flag Sign permit* previously issued for the business.

9.6 Sandwich Board *Signs*

Sandwich Board Signs are permitted in areas zoned for *Commercial* or *Industrial* uses, provided that a permit is obtained and subject to the following conditions:

- a) Only one (1) Sandwich Board is permitted per business. The *sign* shall be displayed only during the business operating hours;
- b) A *sign* permit for Sandwich Boards needs to be renewed annually;
- c) The maximum *sign area* shall not exceed 1.2 sq m(12.9 sq. ft) on both *sign* faces combined;
- d) The maximum height shall not exceed 1.2 m (3.9 ft);
- e) A *Sandwich Board Sign* shall be located entirely on or within the property or parcel and in front of the *building* or premise to which the *sign* pertains;
- f) A *Sandwich Board Sign* shall not interfere with pedestrian or vehicular movements; and

- g) The *sign* must not be placed on public property unless the *sign* is covered by an approved licence agreement complete with a \$3,000,000 Liability Insurance Policy with the *City* name as co-insured.

9.7 True North Fraser Agricultural *Signs*

True North Fraser Agricultural Signs are permitted in areas zoned for Agricultural use, provided that a permit is obtained, and subject to the following conditions:

- a) The *signs* must only advertise farm produce for sale or an agri-tourism business;
- b) No more than two (2) *signs* are permitted per farm;
- c) No more than two (2) *signs* are permitted per parcel;
- d) The *Signs* shall be removed at the end of the harvest season, or agri-tourism event, or within two days of the close of an agri-tourism event or ceasing to sell the produce being harvested;
- e) A *sign permit* for *True North Fraser Agricultural Signs* needs to be renewed annually;
- f) The maximum *sign area* shall not exceed 1.2 sq m (12.9 sq. ft) on both *sign* faces combined;
- g) The maximum height shall not exceed 1.2 m (3.9 ft);
- h) At least one of the permitted *signs* shall be located entirely on or within the property or parcel and in front of the *building* or premise to which the *sign* pertains;
- i) Any *sign* placed on a property or parcel to which the *sign* does not pertain must have written permission from the property owner; and
- j) A *True North Fraser Agricultural Sign* must not be located or any part of it encroach on a *City* road right of way.

SECTION 10: SPECIAL PERMIT *SIGNS*

Special Permit Signs include *Electronic Message Board Signs* and *Billboards*.

10.1 *Electronic Message Board Signs*

Electronic Message Board Signs are permitted on property that is owned or occupied by the City, provided that a special permit is obtained for each *sign*, and the following conditions are met:

- a) The *sign* may be single faced, multi faced, *Rotating Sign* faces or consist of angularly connected faces;
- b) The maximum height of the *sign* shall be 7.5 m (24.6 ft.);
- c) The visible *sign area* for any single face of an *Electronic Message Board sign* shall not exceed 21.5 sq m (230 sq ft); and
- d) The maximum *sign area* for a multi-faced *Electronic Message Board* shall not exceed 43sq.m. (460 sq. ft).

10.2 *Billboards*

Billboards are permitted provided that a special permit is obtained for each *billboard*, and the following conditions are met:

- a) The *sign* may be single faced, multi-faced, *Rotating Sign* faces or consist of angularly connected faces;
- b) *Billboards* shall only be permitted on property owned or occupied by the City or on railway property fronting onto the Lougheed Highway;
- c) Only ten (10) *Billboards* shall be permitted in a maximum of ten (10) City-controlled or railway properties including Harris Road Park;
- d) The maximum height of a *Billboard* shall be 7.5 m (24.6 ft.);
- e) The visible *sign area* for any single face of a *Billboard* shall not exceed 21.5 sq m (230 sq ft); and
- f) The visible *sign* maximum total area for a multi-faced *Billboard* shall not exceed 43 sq m (460 sq ft).

SECTION 11: ENFORCEMENT AND PENALITES

11.1 *Sign Construction*

- a) It shall be the responsibility of every applicant for a permit pursuant hereto and of the *owner* or other person responsible for a *sign* to ensure that every *sign* and *sign* structure shall be designed and constructed in accordance with this Bylaw and other bylaws of the *City*, with applicable enactments of British Columbia and Canada, and otherwise applying good engineering practice;
- b) All wiring of electrical *signs* and *illuminated signs* shall be C.S.A. approved and approved by the Provincial Electrical Inspector.

11.2 Removal of *Abandoned Signs*:

- a) When a *sign* no longer serves the purpose for which it was built or located, the property *owner* of the premises on which it is located shall have the *sign* removed within the time period specified in this Bylaw applicable to that type of *sign*, or if no time period is specified, within fourteen (14) days after the day it no longer serves its purpose, or such longer period that is determined by the *Director* as being reasonable in the circumstances and that the *Director* has stated in a notice delivered to the *owner*.

11.3 Removal of *Signs* and Cost Recovery

- a) If any *sign*, when displayed or if after modification or alteration thereof, does not conform in every respect to the provisions of this Bylaw, or any other Bylaw or regulation applicable thereto, or if any *sign* is permitted to become unsafe or defective, the *Director* may direct, by way of written notice to the *owner* of the *sign* delivered by registered mail, that the *sign* be repaired or otherwise brought into compliance or removed within a period of five (5) days or such longer period as the *Director* may determine is reasonable in the circumstances. It shall be the duty of such owner to repair or remove such *sign* in accordance with the said notice;
- b) If this notice is not complied with within the said period, or if the *owner* of the *sign* cannot be located, the *Director* may have the offending *sign* removed at the expense of the person in default and the expense incurred by the *City* in so doing becomes a debt owing to the *City* which may be recovered from the property *owner* in the same manner as for property taxes;
- c) In the event that the property *Owner* or other person responsible for a *sign* fails or neglects to provide or maintain insurance as required under this Bylaw, the *Director* may refuse a permit for that *sign* and may order the *owner* or other person responsible to remove such a *sign* that has been placed on a property or premises, and the said *sign* shall be removed forthwith. If it is not removed within the time stipulated by the *Director*, the *Director* may, with the assistance of such employees or agents of the *City* as he or she may deem requisite, enter

upon the premises where the *sign* is located and effect such removal at the expense of the person in default, and the *City* may recover the expense incurred thereof as a debt owing to the *City*, which may be recovered from the property owner in the same manner as for property taxes; and

- d) Every such owner shall remain fully responsible for all loss, costs, damages or expenses which may arise as the result of the display of said *sign* until such time as the same has been removed.

11.4 Entry for Inspection

- a) The Building Official, a bylaw enforcement officer or any other employee of the *City* appointed by the Council to administer or enforce this Bylaw, may enter at all reasonable times upon any property to ascertain whether the regulations and provisions of this Bylaw are being or have been complied with.

11.5 Offence and Penalty

Every person who:

- a) Violates any of the provisions of this Bylaw;
- b) Suffers or allows any act or thing to be done in violation of this Bylaw; or
- c) Neglects to do or refrains from doing anything required to be done by this Bylaw commits an offence and is liable to a fine of not less than \$100.00 and not more than \$10,000, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

READ a FIRST and SECOND time the 24th day of November, 2015.

READ a THIRD time the 19th day of January, 2016.

ADOPTED the 26 day of January, 2016.

"John Becker"

Mayor

"Tina Penney"

Corporate Officer

SCHEDULE "A"

- a) An applicant for a *sign permit*, other than *True North Fraser Agricultural Signs*, shall submit a non-refundable processing fee of \$40.00 for each proposed *sign*. If the *sign* is approved, this fee will be credited towards the appropriate *permit* fee as set below.
- b) The following fees will apply for *signs* in the City of Pitt Meadows:
- i. Fees based on total *sign area*. For multi-faced *signs*, the total *sign area* shall be the aggregate of the *sign area* on all faces.
- | | |
|---|----------|
| <i>Signs up to 3.0 sq m</i> | \$ 75.00 |
| <i>Signs larger than 3.0 sq m (up to 6 sq m)</i> | \$150.00 |
| <i>Signs larger than 6.0 sq m (up to 10 sq m)</i> | \$200.00 |
| <i>Signs larger than 10.0 sq m</i> | \$250.00 |
- ii. Fees for other types of *signs*:
- | | |
|--|----------------------------|
| <i>True North Fraser Agricultural Signs</i> | \$ 20.00 |
| <i>Temporary Signs, not including True North Fraser Agricultural Signs, On-Site and Off-Site Development Marketing Signs</i> | \$ 40.00 |
| <i>On-Site/Off-Site Development Marketing Signs</i> | \$100.00 |
| <i>Sandwich Board Signs</i> | \$ 40.00 (initial permit) |
| <i>Sandwich Board Sign Renewal</i> | \$ 20.00 |
| <i>Banner Signs</i> | \$ 40.00 (initial permit) |
| 3 additional <i>Banner Signs</i> | \$ 20.00 (max. 4 per year) |
| <i>Feather Flag Signs</i> | \$ 40.00 (initial permit) |
| 3 additional <i>Feather Flag Signs</i> | \$ 20.00 (max. 4 per year) |
- c) A person must obtain a separate *permit* before enlarging, rebuilding, relocating or extending an existing *sign*.
- d) The *owner* or occupant of a lot on which a *sign* or any part of the *sign* proposed to be suspended or projected over a street right-of-way, sidewalk, walkway or other place of public access, must obtain and maintain general commercial liability insurance for that *sign* in the minimum amount of \$3,000,000 (three

million dollars) per incident of injury to a person or property or to loss or damage, naming the *City* as an additional insured, and indemnifying the *City* for any and all complaints, requests, claims or demands for any damages, harm, loss, injury to person or property of any kind whatsoever arising from or in relation to the *sign*, and for any and all expenses incurred by the *City*, including reasonable legal costs, in relation to same. Before any *sign* or part of a *sign* is so suspended, projected, altered, relocated or removed, must deliver a copy of the insurance policy to the *City* and any related documentation along with a *permit* application.