

SIGN BYLAW
Bylaw No. 2248, 2005

THE CORPORATION OF THE DISTRICT OF PITT MEADOWS

TABLE OF CONTENTS

<u>Section</u>		<u>Page(s)</u>
1.	Definitions	1
2.	Procedures to Obtain a Sign Permit	5
	2.1 Permits Required	5
	2.2 Information Required for Permit Application	5
	2.3 Permit Fees	5
	2.4 Issuance of Permits	6
	2.5 Development Permit Areas	7
	2.6 Variance	7
3.	Basic Provisions	7
4.	Prohibited Signs	8
5.	Sign Not Requiring a Permit	9
	5.1 Community Activity Sign	9
	5.2 Directional Sign	9
	5.3 Election or Political Signs	9
	5.4 Prohibition Signs	9
	5.5 Real Estate Signs	10
	5.6 Religious & Civic Organization Signs	10
	5.7 Farm Produce Identification Signs	10
	5.8 Window Signs	10
6.	Permanent Signs Requiring a Permit	11
	6.1 Awning Sign	11
	6.2 Canopy sign	11
	6.3 Facia Sign	12
	6.4 Freestanding Sign	13
	6.5 Projecting Sign	13
	6.6 Home Occupation Signs	14
	6.7 Tourist Signs	14
	6.8 Golf Course Directional Signs	15
	6.9 Farm Signs	15
7.	Temporary Signs Requiring a Permit	16
	7.1 Construction Project Signs	16
	7.2 Development Marketing Signs	16
	7.3 Special Events Signs	17
	7.4 Sandwich Board Signs	17
	7.5 Murals	18
8.	Special Permit Signs	18
9.	Enforcement	19
10.	Application For Sign Permit – Schedule “A”	21

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

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

Title

1. This Bylaw may be cited as the **"District of Pitt Meadows Sign Bylaw No. 2248, 2005"**.
2. Sign Bylaw 1673, 2000 is hereby repealed as of the date of adoption of this Bylaw;
3. Section 1:

Definitions:

In this Bylaw, unless the context otherwise requires:

- | | |
|-----------------------------------|--|
| <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 non-illuminated sign painted or affixed flat to the surface of an awning which does not extend vertically or horizontally beyond the limits of such awning. |
| <i>Banner Sign</i> | means a temporary sign 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 sign with a sign area not greater than 21.5 m ² (231.4 sq. ft) and with a maximum height of 7.5 metres (24.6 sq. ft.). |
| <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 building 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 building, which is not a canopy. |

<i>Canopy</i>	means a permanent hood, cover or shelter, other than a projecting roof, extending from a building face and supported from the building or on independent posts, but does not include roof eaves.
<i>Canopy Sign</i>	means a sign painted on, attached to, or constructed in the faces of a canopy.
<i>Clearance</i>	means the vertical distance between the lowest point of the sign and the grade.
<i>Community Activity Sign</i>	means a temporary sign indicating that a community event or non-profit activity is to be, or is being carried on.
<i>Construction Project Sign</i>	means a sign indicating that a construction or development project is to be, or is being, carried out. Such a sign may incorporate the design or layout and/or major participants in the project.
<i>Copy Area</i>	means the entire area within a single square or rectangle or a combination of squares or rectangles which enclose the copy.
<i>Corner Site</i>	means a site at the intersection or junction of two or more streets.
<i>Corporation</i>	means The Municipality or The Corporation of Pitt Meadows.
<i>Development Marketing Sign</i>	means temporary signs advertising the sale, lease, or rental of a building, portion of a building, group of lots in a subdivision or group of houses within a housing project.
<i>Directional Sign</i>	means a sign indicating the name and direction only of a business, product, service or event.
<i>Director</i>	means the Director of Development Services of the Corporation of the District of Pitt Meadows, and shall include his/her deputy accordingly.
<i>Electronic Message Board</i>	means a sign which exhibits changing or moving effects at a constant intensity of illumination, or a sign with moving letters, symbols or changing messages.
<i>Face of a Sign</i>	means a side where copy 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 metres from the building face.
<i>Farm Produce Identification Sign</i>	means a sign which advertise farm produce for sale, but does not contain any other advertising.
<i>Farm Sign</i>	means signs advertising agricultural use as permitted by the Land Use Bylaw.

<i>Freestanding Sign</i>	means any sign, except billboards, supported independently of and separated from a building or other structure and permanently fixed to the ground.
<i>Grade</i>	means the elevation of the finished ground surface directly below the sign. For any sign encroaching into a street, grade means the elevation established by the District for the surface of the sidewalk or boulevard adjacent to the sign.
<i>Height of Sign</i>	means the vertical distance from the highest point of the sign to the average grade elevation.
<i>Home Occupation Sign</i>	means a sign indicating that a home occupation is carried out on the premise.
<i>Illuminated Sign</i>	means any sign artificially illuminated by internal or external sources.
<i>Kiosk</i>	means a covered sign used for providing tourist information.
<i>Municipality</i>	means the Corporation or Municipality of the District of Pitt Meadows in its official context. The word "Municipal" means the corresponding adjective.
<i>Mural</i>	means an artistic rendering or drawing that is painted or otherwise applied to the wall of the building which is intended as a public display, but does not include a fascia sign.
<i>Non-conforming</i>	means not according to Bylaws and/or regulations of The Corporation of the District of Pitt Meadows.
<i>Owner</i>	means any person, Corporation or agent controlling the property on which a sign is located.
<i>Permit</i>	means a permit required by or issued under this Bylaw.
<i>Political Sign</i>	means a sign indicating that an election or referendum is to be, or is being carried out. Such a sign may include names and messages relating to the election or referendum.
<i>Portable Sign</i>	means any sign not permanently attached to the ground or to a building.
<i>Prohibition Sign</i>	means a sign indicating a prohibition or penalty respecting the property on which it is situated.
<i>Projecting Sign</i>	means any sign other than a canopy or fascia sign which is attached to and projects from a structure, a building face or a wall.
<i>Real Estate Sign</i>	means a sign indicating that all or part of the premise on which it is located is for sale, rent or lease.

- Roof*** means the top enclosure of any building.
- Roof Line*** means the line made by the intersection of the wall of the building with the roof of the building at or near the face of the building.
- Rotating Sign*** means any sign or portion of a sign which moves in a revolving or similar manner.
- Sandwich Board Sign*** means a portable sign with a maximum area of 1.2 m² (12 sq. ft.), and a maximum height of 1.2 metres (4 ft.) with advertising information on one or both sides.
- Sign*** 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.
- 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.
- Tourist Information Sign*** means a sign erected by a government agency, non-profit organization or association which display advertising or information directed towards tourists.
- 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.

Other Definitions:

For words not defined in this Bylaw, the definitions from the District of Pitt Meadows Zoning Bylaw, as amended will apply.

Contradicting Definitions:

Where the same words are defined in more than one Bylaw, the definition in this Bylaw shall apply for the purpose of sign regulations.

SECTION 2: PROCEDURE TO OBTAIN SIGN PERMIT

2.1 Permits Required:

Except as provided in this bylaw, every sign owner, before erecting, rebuilding, enlarging, extending, or relocating a sign shall obtain a sign permit.

2.2 Information Required for Permit Application:

Every application for a sign permit shall be made using the District of Pitt Meadows Application Form attached in Appendix A and shall include the following information:

- a) Scaled drawings showing location, type, size, height, colour, sign area, copy area, clearance, construction, colour, finishing material and estimated costs;
- b) Names and addresses of the sign 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;
- e) Any other information that is relevant to the issuance of the sign permit.

2.3 Permit Fees

Permit fees for sign permits shall be charged according to the following schedule:

- a) Each applicant for a sign permit shall submit a non-refundable processing fee of \$40.00. If the sign is approved, this fee will be credited towards the appropriate Permit fee as set below.
- b) The following permit fee schedule based on total sign area will be charged. For multi-faced signs, the total sign area shall be the aggregate of the sign area on all faces.

Temporary Signs	\$ 40.00
Signs up to 3 m ²	\$ 75.00
Signs larger than 3 m ² (up to 6 m ²)	\$150.00
Signs larger than 6 m ² (up to 10 m ²)	\$200.00
Signs larger than 10 m ²	\$250.00

- c) Enlargement, rebuilding, relocation and extension of an existing sign amounts to an erection of a new sign and requires a sign permit.

- d) Temporary off-site development Marketing Signs and Special Events Signs shall be charged the Permit fee stipulated in Section 2.3(b) as well as a removal deposit of \$500.00. This deposit is refundable if the applicant removes the sign within the stipulated period. If the applicant fails to remove the sign to the satisfaction of the District, the removal deposit shall be forfeited and the District may use the money to remove the Sign.
- e) Third party liability insurance coverage must be provided by the applicant when a Sign or any part of the sign is suspended or projects over a street right-of-way, a public place or over a sidewalk or walkway where public access is allowed. The owner or the person for whose benefits the sign is erected shall deposit with the District and maintain in full force and effect throughout the life of the sign a policy of insurance with a sum of \$3,000,000.00 indemnifying the District against all loss, damage or expense incurred by the District arising from the construction, erection, maintenance and existence of the sign. The Municipality needs to be named as a coinsured.

2.4 Issuance of Permits:

The Director shall issue a permit if the application complies with the provisions of this Bylaw and other Bylaws of the District.

Such permit shall expire if active work is not commenced within a period of six (6) months from the date of issuance of the permit.

The Director shall refuse a permit for any sign where:

- a) The display of such sign is not permitted by this Bylaw;
- b) A complete application has not been received by the District;
- c) The fees, insurance coverage bond and damage deposit, if required, have not been received by the District;
- d) A technical review of the building or structure to which the sign is, or is to be attached by the District Building Official determines it is incapable of supporting the sign;
- e) The information submitted regarding the construction of a building or structure is insufficient to enable the District Building Official to adequately determine the capacity of such building or structure to support the sign.

In certain circumstances, the Director shall 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/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.

2.5 Development Permit Areas

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.

2.6 Variance

Variances to the provision of this Bylaw may be granted by Council through a Development Variance Permit in accordance with the District of Pitt Meadows Land Use Bylaw.

SECTION 3: BASIC PROVISIONS

3.1 Change of Sign:

No person shall change any part of the structural elements, copy and content, lighting or colour of permanent sign, without a permit.

3.2 Normal Maintenance:

All normal maintenance, including replacement of structural elements, copy, lighting and refurbishing of signs shall not require a permit, but shall conform to all other requirements of this Bylaw.

3.3 Sign on Public Right-of-Way:

No sign shall be displayed on or over any public right-of-way without the permission of the Director, or where applicable, the Ministry of Transportation or affected utility company.

3.4 Alterations:

No person may alter, rebuild, enlarge, extend or relocate a sign except in compliance with the requirements of this bylaw and unless a permit has been issued. Change of copy on a legal Non-Conforming Sign may be permitted, by permit, provided that the sign shall not be rebuilt, enlarged, extended or relocated.

3.5 Sign on Property:

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 on or attract attention to.

3.6 Interference with Traffic Lights and Visibility:

No sign shall be displayed where it may 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.

3.7 Obstruction to Buildings or Passage:

No sign shall obstruct any window, door opening, passageway, fire escape, walkway or similar feature.

3.8 Maintenance:

All signs shall be maintained on a continual basis so that at all times they shall be structurally sound and free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances. All sign area, background, copy, lighting and embellishments shall be continuously maintained in readable, clean and painted condition, and the site thereof maintained free of weeds and debris and in a clean and workmanlike condition.

SECTION 4: PROHIBITED SIGNS

Except as otherwise specifically permitted by the Bylaw, the following signs are prohibited:

- a) Signs that may detrimentally affect the health, safety and movement of people;
- b) Rotating or revolving signs; provided however, that devices indicating the current date, the time of the day, the temperature or barometric pressure, shall not be subject to this prohibition;
- c) A sign or poster placed on the wall of any building or structure, post, pole, fence or tree, except as otherwise approved by this Bylaw;
- d) A portable sign, except sandwich board signs;
- e) Balloon Signs;
- f) Third Party Signs, except Development Marketing Signs, Billboards and Electronic Message Boards;
- g) Signs emitting sound, odour or visible matter;
- h) Signs having the shape and colour of a traffic control device referred to in the Motor Vehicle Act;
- i) any other Sign not specifically permitted by this Bylaw.

SECTION 5: SIGNS NOT REQUIRING A PERMIT

A Sign Permit is not required for the following Signs, provided that every Sign must conform to structural and safety requirements of this Bylaw:

5.1 Community Activity Sign provided that:

- a) Is displayed for a period not exceeding thirty (30) days;
- b) The sign area of a Community Activity Sign shall not exceed 3m² (32.28 sq. ft.) of area for one face;
- c) The height of the sign shall not exceed 2.5 metres (8.22 ft.) above grade.

5.2 Directional Sign in a parking lot or parking area to direct the public provided that:

- a) Not more than four (4) temporary directional signs shall be permitted for each parcel;
- b) Shall not have more than two (2) faces, each face not exceeding 0.5m² (5.38 sq. ft.);
- c) The maximum height of a directional sign shall be 1.2 metres (3.9 ft.);
- d) A directional sign may be only indirectly illuminated;
- e) A sign located on a street right-of-way shall be subject to the issuance of a Highway Use Permit.

5.3 Political or Election Signs for Federal, Provincial or Local Government Elections, provided that:

- a) The Signs are not erected prior to the official declaration of the election and are removed five days after the election;
- b) The sign area shall not exceed 1.5 m² (16.1 sq. ft.);
- c) No political or election signs or posters of any kind shall be erected or placed:
 - i. on any bridge or overpass structure;
 - ii. on any District Building;
 - iii. in any Park;
 - iv. in any highway median, median garden or boulevard garden;
 - v. in the internal median of the Loughheed Highway.

5.4 Prohibition Signs, provided that:

- a) The sign area shall not exceed 1.0 m² (10.7 sq. ft.);
- b) The maximum height shall not exceed 1.5 metres (4.9 ft.) above the grade.

5.5 On-Site Real Estate Signs for the duration a Building, premise or parcel is for sale or lease provided that:

- a) There are no more than two Signs per premise;
- b) The maximum sign area per face shall not exceed 1.0 m² (10.7 sq. ft.);
- c) The maximum height shall not exceed 1.5 metres (4.91 ft.).

5.6 Religious and Civic Organizations Signs for Religious and Civic Organizations, provided that:

- a) One (1) Freestanding Sign per premises is erected;
- b) The maximum sign area shall not exceed 2 m² (21.5 sq. ft.);
- c) The maximum height shall not exceed 2.5 metres (8.2 ft.).

5.7 Farm Produce Identification Signs, provided that:

- a) The signs must only advertise farm produce for sale;
- b) The advertised produce must be grown on the farm the sign is erected;
- c) Signs 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;
- e) A sign must be located on farm property;
- f) No sign shall remain in place for more than 90 days in any calendar year.

5.8 Window Signs, provided that:

- a) Not more than two permanent window signs shall be displayed from the inside surface of any window, showcase or similar facility;
- b) Total copy area of a window sign shall not exceed 25% of the total window area.

SECTION 6: PERMANENT SIGNS REQUIRING A PERMIT

Physical Form of Permanent Signs

6.1 Awning Signs

Zoning: Airport, Commercial, Institutional and Industrial Zones

Awning Signs shall be permitted provided that:

- a) Only one sign is permitted for each business within the premise;
- 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 m² (10.8 sq. ft) to 1.0 metres (3.3 ft.) of linear building wall to which the sign is affixed;
- d) The sign shall extend beyond outer perimeter of the awning to which it is affixed;
- e) Copy area shall not exceed more than 50 percent of the awning;
- f) 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;
- g) 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;
- h) Awning Signs may be illuminated by backlighting.

6.2 Canopy Signs

Zoning: Airport, Commercial, Institutional and Industrial Zones.

Canopy Signs shall be permitted provided that:

- a) Sign Area shall be limited by the vertical and horizontal dimensions of the canopy and shall not exceed 1.0 m² (10.8 sq. ft) to 1.0 metre (3.3 ft.) of canopy frontage;
- b) Copy Area shall not exceed more than 50 % percent of the surface of a canopy;
- c) A Canopy Sign may be erected if the building or premise is not provided with an Awning Sign;
- d) The clearance shall not be less than 2.7 metres (8.81 sq. ft.) above grade;
- e) 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 metres (0.9 ft.) measured horizontally, from any curb line of a road, or where there is no curb, the edge of pavement;
- h) Canopy Signs may be illuminated.

6.3 Fascia Signs

Zoning: Airport, Commercial, Institutional, Industrial Zones.

Fascia Signs shall be permitted provided that:

- a) The sign area shall not exceed the ratio of 1 m² (10.8 sq. ft.) to 1 metre (3.3 ft.) of linear building wall to which the sign is affixed;
- b) Fascia Sign shall be limited to one sign per business;
- 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 consistent height;
- d) The maximum copy area of a fascia sign shall not exceed 75 percent of the sign area;
- e) Fascia Signs can be put on the building or premise providing that they 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) Signs advertising second storey occupancies shall be permitted such that the upper limit shall be the window sill of the floor immediately above the second floor and the lower limit shall be the lintel or window head of 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 metres (8.2 ft.);
- j) The sign shall not project beyond 0.3 metres (0.9 ft.) from a Building face, and shall not extend above the sill of any window or above guardrails or balustrades immediately above such sign;
- k) Facia Signs may be illuminated.

6.4 Freestanding Signs

Zoning: Airport, Commercial, Institutional and Industrial Zones

Freestanding signs shall be permitted providing that:

- a) For signs in the Commercial, Airport and Industrial zones, the maximum sign area shall not exceed 6 m² (64.6 sq. ft.);
- b) For signs in the Institutional Zone, the maximum sign area shall not exceed 4m² (43 sq. ft.);
- c) The maximum height of a Freestanding Sign shall not exceed 4.5 metres (14.7 ft.) for commercial frontage along the Lougheed Highway and 2.5 metres (8.2 ft.) elsewhere;
- d) Maximum copy area shall not exceed 75 percent of the sign area;
- e) Not more than one Freestanding Sign is allowed on a parcel, except as specifically permitted by this Bylaw;
- f) Where a parcel fronts on more than one street, one additional freestanding sign is permitted provided that the distance between each freestanding sign is at least 50 metres (164 ft.);
- g) In addition to a freestanding sign of 3.6m² (38.75 sq. ft.), a read-o-graph shall be permitted to a maximum of 2.2 m² (23.68 sq. ft.) and in the event that a read-o-graph is installed as part of a freestanding sign, its height may be increased by 1.2 metres (3.91 ft.);
- 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 metres (13.70 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 single sign;
- l) A Freestanding Sign may be illuminated.

6.5 Projecting Signs

Zoning: Airport, Commercial, and Industrial Zones

Projecting Signs shall be permitted provided that:

- a) Maximum sign area of a projecting sign shall not exceed 2.8 m² (30 sq. ft.);

- b) Maximum copy area of a Projecting Sign shall not exceed 75 percent of the proposed sign area;
- c) A Projecting Sign shall have a minimum clearance of 2.4 metres (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) A Projecting Sign may be illuminated;
- g) The Sign shall not extend above the parapet or the roof of the building to which the sign is attached.

Purpose or Category of Permanent Signs

6.6 Home Occupation Signs

***Zoning:* Residential and Agricultural Zones**

Home Occupation Signs are permitted under the following conditions:

- a) One Home Occupation Sign may be permitted on the property where such activity has a valid municipal business license;
- b) The sign can be in the form of a freestanding or a projecting sign;
- c) The sign area shall not exceed 0.5 m² (5.4 sq. ft);
- d) The maximum clearance of a freestanding sign shall not exceed 1.2 metres (3.9 ft.);
- e) The maximum clearance of a projecting sign shall be minimum 2.1 metres (6.9 ft.) from the finished grade below the sign;
- f) A Home Occupation Sign shall not be lighted.

6.7 Tourist Information Signs

***Zoning:* in all zones permitted by the Land Use Bylaw**

Tourist Information Signs are permitted under the following conditions:

- a) Tourist Information Signs may be in the form of a freestanding sign or a kiosk;
- b) If the sign is placed on the private property, the written permission from the property owner is required;

- c) A tourist information sign should be designed with the intention of creating an effective and pleasing appearance to the District's entrances;
- d) Placement of tourist information signs shall not obstruct traffic or create a hazard to traffic movements;
- e) The maximum height of tourist information signs shall not exceed 2.5 m (8.2 ft.);
- f) Tourist Information Signs may be permitted at the locations identified by the Master Plan.

6.8 Golf Course Directional Signs:

Zoning: Agricultural Zone

Golf Course Directional Signs are permitted under the following conditions

- 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) Height of the sign shall be no more than 2.2 metres (7.23 ft.);
- d) Maximum sign area shall not exceed 1.5 m² (16.1 sq. ft) per side;
- e) A sign shall not be lighted;
- f) A sign located on a street right of way shall be subject to an approval by the Director as to its location.

6.9 Farm Signs

Zoning: Agricultural Zone

A Sign advertising an agricultural use as defined and permitted by the Land Use Bylaw is permitted provided that:

- a) A sign shall not exceed a copy area of 3m² (32.3 sq. ft) on both sides and 2.5 m (8.2 ft.) in height.
- b) A sign shall be one non-illuminated sign placed flat against an exterior wall of a building or attached to a fence or gate or one freestanding sign.

SECTION 7: TEMPORARY SIGNS REQUIRING A PERMIT

7.1 Construction Project Signs:

Zoning: in all zones permitted by the Land Use Bylaw

Construction Project Signs shall be permitted provided that:

- a) Not more than two (2) signs shall be displayed on any one site;
- b) The maximum sign area for a construction project sign(s) shall not exceed 9.3m² (100 sq. ft.);
- c) Maximum height of a sign shall not exceed 2.5 metres;
- d) A construction project sign(s) shall be removed within one (1) month following completion of the project;
- e) Construction project signs may be illuminated directly or indirectly.

7.2 Development Marketing Signs

Zoning: in all zones permitted by the Land Use Bylaw

Temporary off-site Development Marketing Signs are permitted under the following conditions:

- a) The overall Height of the Sign shall not exceed 3 metres (9.8 ft.);
- b) The maximum Sign Area shall not exceed 6 m² (64.6 sq. ft.);
- c) The maximum number of Signs permitted per development shall not exceed four;
- d) The Signs can be Freestanding only;
- e) Not more than one Sign for each street frontage is permitted;
- f) The applicant shall submit with a sign permit application a letter of authorization, signed by the owner of the lot on which the sign is to be located, which authorises the District to enter the subject lot and remove the sign any time 30 days after the Temporary Sign Permit has expired;
- g) A refundable bond of \$500.00 for each sign shall be posted by the applicant for each Sign location;
- h) A Temporary Sign Permit shall be renewed each year;
- i) A sign not removed by the expiry date of a permit may be removed by the District in which case the bond will be forfeited to the District;
- j) The sign shall be placed at a minimum 2 metres (6.5 ft.) set back from the lot line;

- k) The sign shall be set back 4.5 metres (14.7 ft.) from the intersection point of the boundaries of the intersecting highway or road.

7.3 Special Events Signs

Zoning: in all zones permitted by the Land Use Bylaw

Special Events Signs are permitted under the following conditions:

- a) A sign identifying special events such as sales, new business opening, change in use or ownership and festivals may be permitted for a period not exceeding thirty (30) days;
- b) Signs may be in the form of a Freestanding and a Banner Sign;
- c) Maximum sign area of a Freestanding Sign shall not exceed 3 m² (32.3 sq. ft.);
- d) Maximum height of a sign shall not exceed 2.5 metres (8.2 ft.);
- e) Maximum sign area of a Banner Sign shall not exceed 6 m² (64.6 sq. ft.);
- f) Minimum clearance of a Banner Sign shall not be less than 2.5 metres (8.2 ft.);
- g) The sign shall be located entirely on the property to which the advertisement refers;
- h) A sign shall be non-illuminated;
- i) A sign must be removed within 24 hours of the expiry of the permit.

7.4 Sandwich Board Signs

Zoning: Commercial and Industrial Zones

Sandwich Board Signs are permitted under the following conditions:

- a) Only one 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 m² (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;
- g) The signs 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 District name as co-insured.

7.5 Murals

Non-commercial and commercial murals are subject to approval by District Council.

SECTION 8: SPECIAL PERMIT SIGNS

Electronic Message Board Signs are permitted provided that:

- a) The sign may be single faced, multi faced or consist of angularly connected faces;
- b) Electronic Message Board signs shall be permitted on Municipally controlled property;
- c) The maximum height of the sign shall be 7.5 metres (24.6 ft.);
- d) The sign area for any single face of an Electronic Message Board sign shall not exceed 21.5m² (231.4 sq. ft.). The maximum sign area for a multi-faced Electronic Message Board shall not exceed 43m² (462.8 sq. ft);
- e) The copy area shall not exceed 50% of the sign area.

Billboards provided that:

- a) The sign may be single faced, multi-faced or consist of angularly connected faces;
- b) Billboard Signs shall be permitted on Municipally-controlled property or Canadian Pacific Railway property fronting onto the Lougheed Highway;
- c) Only ten (10) Billboard Signs shall be permitted in a maximum of ten (10) Municipally-controlled or Canadian Pacific Railway properties including Harris Road Park;
- d) The maximum height of a Billboard Sign shall be 7.5 metres (24.6 ft.);
- e) The sign area for any single face of a Billboard Sign shall not exceed 21.5m² (231.4 sq. ft.). The maximum total area for a multi-faced Billboard Sign shall not exceed 43 m² (462.8 sq. ft.).

SECTION 9: ENFORCEMENT AND PENALITES

9.1 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 the display of every sign to ensure that every sign and sign structure shall be designed and constructed in accordance with good engineering practice and of this Bylaw and all other applicable Bylaws and Regulations of the Municipality and of the Province of British Columbia;

- b) All wiring of electrical signs and illuminated signs shall be C.S.A. approved and approved by the Provincial Electrical Inspector.

9.2 Removal of Abandoned Signs:

- a) When a sign no longer correctly directs or attempts to induce any person, advertises a bona fide business, lessor, owner, product or activity conducted, or product available, on the premises where such sign is displayed the owner of the said premises shall remove the sign within fourteen (14) days from the date of the receipt of notice ordering such removal given by the Director.

9.3 Removal of Non-Conforming Signs, Political Candidate Signs and Real Estate Advertising Signs:

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 contravenes the provisions of the current "Pitt Meadows Sign Bylaw No. 2248, 2005", or any other Bylaw or regulation applicable thereto, or if any sign is permitted to become unsafe or defective, the Director may give written notice to the owner of such sign, by registered mail or by certified mail, to repair or remove the said sign within a period of fourteen (14) days. It shall be the duty of such Owner to repair or remove such sign in accordance with the said notice.

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 Municipality in so doing may be recovered by the Municipality from the owner of the land on which the said sign is displayed with interest calculated annually at a rate established by the Bylaw.

9.4 Enforcement

- a) In the event that the Owner shall fail or neglect to provide the insurance coverage required by Section 2.3 d and 2.3 e it shall be lawful for the Municipality to forthwith and without prior notice, order the Owner to remove such a Sign which is erected on private premises but encroaches onto or over a public street or public place and the said Sign shall be removed forthwith, and in default thereof by such Owner, it shall be lawful for the Director with such employees or agents of the Municipality as he/she may deem requisite, to enter upon the said premises and effect such removal at the expense of the person in default, and the Municipality shall recover the expense thereof, with interest calculated annually at a rate established by Bylaw;
- b) 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;
- c) The Building Official, Bylaw Enforcement Officer or any other employee of the Municipality appointed by the Council to administer or enforce this Bylaw, is hereby

SIGN BYLAW
Bylaw No. 2248, 2005

Page 21

- d) Authorized to 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;
- e) Every person who violates any of the provisions of this Bylaw or who suffers or permits any act or thing to be done in violation of this Bylaw or who neglects to do or refrains from doing anything required to be done by this Bylaw, if guilty of an offence and, upon summary conviction therefore, shall be liable to a fine of not less than \$100.00 and not more than the maximum penalty provided by the "Offence Act" 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 16th day of August, 2005.

READ a third time the 16th day of August, 2005.

FINALLY CONSIDERED AND ADOPTED the 20th day of September, 2005.

"D.F. MACLEAN"
Mayor

"L. A. DARCUS"
Corporate Officer

CERTIFIED to be a true and correct copy of the "District of Pitt Meadows Sign Bylaw No. 2248, 2005", Finally Considered and Adopted the 20th day of September, 2005.

Corporate Officer

Schedule "A"

District of Pitt Meadows

SIGN PERMIT APPLICATION FORM

Telephone: 604-465-2419

Fax: 604-465-2404

Property Address: _____

Proposed Wording on Sign: _____

Type of Sign:

Awning	Canopy	Freestanding	Fascia	Projecting
Sandwich Board	Home Occupation	Tourist Information	Special Events	Other

Sign Dimensions:

Sign Area	
Copy Area	
Sign Height	
Clearance	

Applicant: Owner: _____ Tenant: _____ Sign Contractor: _____

Name - Address and Phone Number of the Owner:

Name - Address and Phone Number of the Contractor if applicable:

Name - Address and Phone Number of the Manufacturer:

Sign Contractor Business Licence Number: _____

Estimated Cost of the Sign: _____

Is a separate electrical permit required to assemble and interconnect electrical components of the Sign?

Yes: _____ No: _____

Sign Permit Fee: _____

Applicant's Signature: _____ Date: _____