



**CITY OF PORT ALBERNI**

**City of Port Alberni Sign Bylaw 2014, Bylaw No. 4843**

**(with amendments to June 13, 2022)**

**Consolidated for convenience only**

This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws of this subject.

This Bylaw has been consolidated for convenience only and includes amendments from:

**Bylaw No. 4843 – adopted June 9, 2014**

**Bylaw No. 5055 – adopted June 13, 2022 (Amend #1)**

## CITY OF PORT ALBERNI

### SIGN BYLAW No. 4843

<b>Consolidated to include Bylaw No. 5055</b>
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WHEREAS pursuant to Section 908 of the *Local Government Act*, subject to the *Transportation Act* and section 135 of the *Motor Vehicle Act*, Council may, by bylaw, regulate the number, size, type, form, appearance and location of any signs;

AND WHEREAS pursuant to Section 8 (4) and 65 of the *Community Charter* a council may, by bylaw, regulate and impose requirements in relation to the erection, placing, alteration, maintenance, demolition and removal of signs, sign boards, advertisements, advertising devices and structures;

AND WHEREAS Council deems it to be desirable:

- a) to enable local enterprises to identify clearly their places of business and to indicate the goods and services manufactured or sold on the premises;
- b) to protect the appearance of the City from the effect of signs which may be inappropriate;
- c) to limit the effects of signs that conflict with vehicular and pedestrian traffic;
- d) to protect the public from signs of inferior construction and from nuisance or hazard arising from improperly sited and constructed signs and
- e) to make it as easy as possible for tourists and visitors to be aware of and make their way to sites, facilities and attractions of interest.

**NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF PORT ALBERNI, IN OPEN MEETING ASSEMBLED, ENACTS AS FOLLOWS:**

#### 1. **TITLE**

This Bylaw may be cited for all purposes as the "City of Port Alberni Sign Bylaw 2014, Bylaw No. 4843"

#### 2. **DEFINITIONS**

**ANIMATED SIGN** means an illuminated sign which exhibits changing or moving colour effects maintained at a constant intensity of illumination;

**AWNING** means a sheltering structure free of walls and made of flexible materials except for the frame and attached to the exterior wall of a building;

**AWNING SIGN** means a *sign* attached to or located upon on *awning*;

**BACKGROUND AREA** means the total area within the outer edge of the frame or border of the *sign* but where a *sign* has no frame or border, means the area contained within the shortest line surrounding the whole group of letters, figures or symbols. The reverse side of any *sign*, if it is parallel to the *face* and does not exceed the *background area* of the *face*, may be used for display purposes without it being included in the calculation of the permitted background and *copy area* of the *sign*, provided that such *sign* does not rotate;

**BED AND BREAKFAST SIGN** means one (1) non-illuminated *Fascia sign* or one (1) *Freestanding sign* not exceeding 0.2m<sup>2</sup> (2.15ft<sup>2</sup>) advertising a Bed and Breakfast on a *premise* provided the Bed and Breakfast is located on that *premise*;

**BILLBOARD SIGN** means a freestanding exterior structure advertising goods, products, services, or facilities which are available elsewhere than on the *premises* on which the sign is located;

**BUILDING BYLAW** means the Building Bylaw No. 3998 and amendments thereto and any subsequent bylaws which may be enacted in substitution therefore;

**BUILDING INSPECTOR** means the person appointed by Council to administer the *Building bylaw* and includes any authorized deputy;

**BYLAW ENFORCEMENT OFFICER** means the person appointed by Council to enforce bylaws within the City of Port Alberni.

**CANOPY** means a sheltering structure of permanent construction free of walls that is attached to a building, including marquees; and unattached canopies that shelter the pump islands of gasoline service stations;

**CANOPY SIGN** means a *sign* attached to or located upon a *canopy* and includes *signs* that project above or below the *face* of a *canopy*, but not Under Canopy signs;

**CITY** means the City of Port Alberni;

**CLEARANCE** means the unobstructed space between the lowest limit of a *sign* and the *grade*;

**COMMERCIAL SIGN** means a *sign* advertising a business;

**COMMUNITY ACTIVITY SIGN** means a *sign* related to a philanthropic, charitable, sporting, annual fair or similar event;

**COPY** means the text, illustrations and symbols on a *sign*;

**COPY AREA** means the entire area within a single square or rectangle or a combination of squares or rectangles which enclose the extreme limits of the *copy*;

**CURB LINE** means the line at the *face* of the curb nearest the street or roadway. In the absence of a curb the curb line shall be established by the City Engineer;

**ELECTRONIC MESSAGE CENTRE SIGN** means a sign where a graphic and/or text display is or can be changed electronically or digitally by manual or automatic means;

**FACE** means the exterior wall or façade of a building or *premises*; or the most significant or prominent surface of an object especially the surface presented to view;

**FASCIA SIGN** means a sign attached to, marked or inscribed on, or erected or placed against a face of a building and having the exposed face thereof on a plane parallel to the plane of such building face and not projecting beyond the horizontal width of the building nor above the roof line of the building;

**FLASHING SIGN** means an artificially illuminated *sign*:

- a) any part of which is intermittently illuminated while the *sign* is in operation;
- b) any illuminated part of which moves or is intended to move; or
- c) any illuminated part of which is operated by varying either the intensity or colour of the light;

**FREESTANDING SIGN** means a *sign* not attached to or forming part of a building, excluding a billboard sign, which is supported entirely by its attachment to the ground;

**FRONTAGE** means the length of a property line running parallel to and along a legally accessible public street, excluding a lane or alleyway;

**GRADE** means the average finished ground level within 6.5 m (21.33 ft.) around a *sign*;

**GUEST HOUSE SIGN** means one (1) *Fascia sign* or one (1) *Freestanding sign*, which may only be illuminated externally and may not exceed 2.2m<sup>2</sup> (24ft<sup>2</sup>), located on a premise that advertises a Guest House located at, and holding a valid business license at, that premise;

**HEIGHT** means the vertical distance measured from the *grade* of the lot upon which it is located to the highest point of the *sign*;

**HOME OCCUPATION / HOME BASED BUSINESS SIGNS** means one (1) non-illuminated *Fascia sign* not exceeding 0.2m<sup>2</sup> (2.15ft<sup>2</sup>) located on a premise that advertises a Home Occupation / Home Based business located at and holding a valid Business licence at that premise;

**IDENTIFICATION SIGN** means a *sign* which contains no advertising but is limited to the name, address and number of a building, institution or person and to the principal activity carried on in the building or institution or the occupation of the person;

**ILLUMINATED SIGN** means a *sign* designed to be made more readable by use of artificial lighting, and shall include internally and externally lighted *signs*, and reflectorized, glowing or radiating *signs*. All electrically energized *signs* shall bear the seal of an approved testing laboratory;

**LOCAL ADVERTISING SIGN** means a *sign* which refers only to goods or services produced, offered for sale or obtainable at the *premises*;

**MANSARD ROOF SIGN** means a *sign* attached to or located upon a mansard roof;

**MULTIPLE COPY SIGN** means a *sign* containing copy as defined in the definition of *Identification sign* or in the definition of *Local Advertising sign*. A Multiple Copy sign may contain either or both of identification and local advertising.

**OFF-SITE DIRECTIONAL SIGN** means a *sign* indicating the distance or direction, or both, to a place of business or other premise located on a separate site from where the *sign* is located or providing advertising for a business or other premise located on a separate site from where the *sign* is located except for 3<sup>rd</sup> party advertising on City of Port Alberni public transportation buses;

**ON-SITE DIRECTIONAL SIGN** means a *sign* intended to facilitate the movement of pedestrians and/or vehicles within the site upon which the *sign* is located;

**PARCEL** means a lot, block or other area in which land is held or into which land is subdivided.

**POLITICAL SIGN** means a *sign* including only messages relating to a public election or vote currently being carried on in which the citizens of the City of Port Alberni are eligible to vote;

**PREMISES** means that portion of a *parcel* and/or building in which a business is carried on, where the business does not occupy the whole of the *parcel* and/or building;

**PROJECTING SIGN** means a *sign* which projects perpendicularly or nearly perpendicularly from a building and which is mainly supported either by being constructed over a marquee or by being horizontally cantilevered from a building wall but not by means of supporting structures mounted on the roof of the building;

**PUBLIC NOTICE SIGN** means a sign erected as required under the City of Port Alberni Development Application Notice Bylaw No. 4614;

**PUBLIC TOURIST INFORMATION SIGN** means a *Freestanding sign* which provides information, but not advertising, about facilities in Port Alberni to direct travelers to sites and services of interest to them;

**REVOLVING SIGN** means a *sign* which is capable of revolving;

**ROOF LINE** means the line formed by the intersection of the exterior walls of a building with the roof of the building;

**ROOF SIGN** means an identification *sign* erected or placed upon, against, or directly above a roof or on top of or **above a parapet of a building**;

**SANDWICH BOARD SIGN** means a small portable *sign* with two *faces* attached at one end that is placed on or adjacent to areas accessible to pedestrian traffic;

**SETBACK** means the setback from the property line as required under the Zoning Bylaw;

**SIGN** means any structure, advertisement, advertising device or visual representation intended to advertise, identify or communicate information or attract the attention of the public for any purpose and, without limiting the generality of the foregoing, includes symbols, letters, figures, illustrations, or forms painted or otherwise affixed to a building or structure, as well as any structure or device the primary purpose of which is to support, border, illuminate, animate or project a visual representation;

**TEMPORARY SIGN** means a *sign* not permanently displayed;

**UNDER AWNING SIGN** means every *sign* suspended from an *awning* and entirely under such *awning*;

**UNDER CANOPY SIGN** means every *sign* suspended from a *canopy* and entirely under such *canopy*;

**VEHICLE SIGN** means a *sign* attached to or located upon a vehicle or trailer but excluding signs printed on an insured vehicle, taxi or public transportation vehicle which states only the name of the business or authority, its' logo, address and/or phone number and excluding 3<sup>rd</sup> party advertising on City of Port Alberni public transportation buses;

**ZONING BYLAW** means "Port Alberni Zoning Bylaw 2014, Bylaw No. 4832 and amendments thereto and any subsequent bylaws which may be enacted in substitution therefore.

## 2.1 Measurements

All measurements in this Bylaw are expressed in the Standard International Units (metric) system. The approximate equivalent in the Imperial system, shown in brackets following the metric standard, is included for convenience only and does not form part of this Bylaw.

## 2.2 Severability

If any section or lesser portion of this Bylaw is held to be invalid by any Court, the invalid portion shall be severed and shall not affect the validity of the remainder.

## 3. GENERAL REGULATIONS

### 3.1 Application of Bylaw

**3.1.1** No *sign* shall be erected, placed, displayed, relocated, altered or moved within the City, except in conformity with the provisions of this Bylaw.

**3.1.2** *Signs* that are not specifically permitted in this Bylaw are prohibited.

**3.1.3** Nothing in this Bylaw relieves a person from complying with other City Bylaws.

**3.1.4** This Bylaw applies to the entire area of the City encompassing both privately and public property.

## 3.2 Exemptions

3.2.1 This Bylaw does not apply to:

3.2.1.1 any *sign* not visible or intended to be visible from outside the lot upon which it is located;

3.2.1.2 *signs*, posters, street decorations, banners, or notices erected or authorized by the City, the Government of British Columbia, the Government of Canada, or the R.C.M.P.;

3.2.1.3 traffic control devices provided for in the *Motor Vehicle Act*;

3.2.1.4 *signs* on or over City highways installed or authorized by the City for the control of traffic and parking, or for street names and direction;

## 3.3 Non-conforming signs

3.3.1 Any *sign* lawfully in existence at the time of adoption of this Bylaw, although such *sign* does not conform to the provisions of this Bylaw, may continue to be used provided it is maintained in a clean and safe condition.

3.3.2 Any *sign* lawfully in existence at the time of adoption of this Bylaw shall not be reconstructed, altered or relocated except in full compliance with the provisions of this Bylaw.

## 3.4 Maintenance of Signs

3.4.1 Normal *sign* maintenance, including replacement of *copy*, lighting or refurbishing of *signs* shall not require a *sign* permit, but shall conform to all other requirements of this Bylaw.

3.4.2 All *signs* shall be maintained structurally sound and free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances. All *background area*, *copy area*, and lighting shall be maintained in readable and clean condition, and the site of the *sign* shall be maintained free of weeds, debris and rubbish.

## 3.5 Sign Construction

3.5.1 All *signs* permitted by this Bylaw shall be constructed of permanent materials, suitable for the type and use of the *sign* and shall be constructed in compliance with all applicable legislation, regulations, codes and bylaws, including the *British Columbia Building Code* and *British Columbia Electrical Code*.

3.5.2 A permit may be refused until such time as the applicant has submitted a plan certified by a B.C. Professional Engineer or Architect that the structure of the *sign* or *canopy/awning* and its supports and fastenings are so designed as to be safe and secure, as required by the *Building Inspector*.

### **3.6 Maximum Projections**

- 3.6.1** The maximum projection of any *sign* from the exterior wall of a building to which the *sign* is attached shall not exceed 1.5 m (4.9 ft), whether or not a marquee is attached to the building.
- 3.6.2** No *sign* shall project to within 0.6 m (2 ft) horizontally of the *curb line* of any highway.

### **3.7 Maximum Height**

The *height* of any *sign* shall not exceed the maximum *height* of buildings and structures permitted in the Zoning District in which it is located.

### **3.8 Minimum Clearance**

- 3.8.1** Any *sign*, including its supporting structures, which projects over an area available for vehicular use shall have a *clearance* of not less than 4.5 m (14.8 ft).
- 3.8.2** Any *sign*, including its supporting structures, which projects over an area available for pedestrian use shall have a *clearance* of not less than 2.5 m (8.2 ft).

### **3.9 Signs on Public Property**

No *signs* shall be erected or placed on city owned property and no *signs* shall be tacked, posted or otherwise affixed to the walls of any structure, tree, pole, hydrant, bridge, fence or any other surface within a public place, except with written permission of the City.

### **3.10 Hazardous Signs**

- 3.10.1** No *signs* shall create a potential hazard to the safe, efficient movement of vehicular or pedestrian traffic.
- 3.10.2** No *sign* shall be placed in a manner that may obstruct any window opening, door opening, passageway, fire escape, walkway, vehicular driveway or similar feature, or increases the risk of danger to the public.
- 3.10.3** A person shall not erect or keep a *sign* which is likely to block, obstruct or interfere in any way with a person's view of traffic, pedestrians, or traffic control devices.

### **3.11 Traffic Control Signs**

No *signs* shall have the shape or colour of a traffic control device referred to in the Motor Vehicle Act.



### **3.12 Abandoned and Obsolete Signs**

When a *sign* or framework advertises or publicizes a business or undertaking that no longer exists, the *sign* shall be deemed obsolete and the owner of the *parcel* on which the *sign* is displayed shall remove the *sign* within 14 days.

### **3.13 Removal of Temporary Signs**

Political, real estate, community activity and other temporary *signs* which are displayed on any *parcel* shall be removed by the owner of the *parcel* within four (4) days of the termination of the event which was advertised by the *sign*.

### **3.14 No Liability Imposed on City**

No provision of this Bylaw nor issuance of a *sign* permit by the City shall be construed as relieving or limiting the responsibility or liability of any person erecting a *sign* pursuant to this Bylaw from personal injury or property damage resulting from the placing or erection of such *sign*, or resulting from the negligence or willful acts of such person, his agents or employees, in the construction, erection, maintenance, repair or removal of any *sign*, nor shall any provision of this Bylaw or issuance of a *sign* permit be construed as imposing upon the City any responsibility or liability for such personal injury or property damage.

## **4. PROHIBITED SIGNS**

### **4.1 Types of Prohibited Signs**

**4.1.1** Except as otherwise permitted in this bylaw, the following *signs* shall not be located or displayed within the City:

- a) *Billboard signs*;
- b) *Flashing signs*;
- c) *Revolving signs*
- d) *Animated signs*;
- e) Wind actuated *signs*, except *Community Activity signs*, flags or emblems of political, civic, philanthropic, educational or religious organizations;
- f) *Mansard roof signs*;
- g) *Roof signs*
- h) *Off-Site Directional signs*
- i) *Vehicle signs*

## **5. SPECIFIC SIGN REGULATIONS**

The following regulations apply specifically to the type of *signs* referred to in each section heading.

### **5.1 Sandwich Board Signs**

**5.1.1** *Sandwich Board signs* are permitted in C1, C2, C3 and C7 zones.

**5.1.2** The area of each face of a *Sandwich Board sign* shall not exceed 0.5 m<sup>2</sup> (5.4 ft<sup>2</sup>).

### **5.2 On-Site Directional Signs**

**5.2.1** *On-Site Directional signs* are permitted in all zones.

**5.2.2** The *background area* of *On-Site Directional signs* shall not exceed 0.5 m<sup>2</sup> (5.4 ft<sup>2</sup>).

### **5.3 Electronic Message Centre Signs**

**5.3.1** *Electronic Message Centre signs* are permitted in C6, C7 zones and only as specified in Section 5.5.1.8 of this bylaw in P1 and P2 zones.

**5.3.2** The background area of Electronic Message Centre signs shall not exceed 9.0 m<sup>2</sup> (97.0 ft<sup>2</sup>) except;

**5.3.2.1** The *background area* of a Projecting *Electronic Message Centre sign* shall not exceed 5.6 m<sup>2</sup> (60.3 ft<sup>2</sup>)

**5.3.3** The message centre sign area shall be included in calculating the maximum sign area permitted.

**5.3.4** The message centre display shall not change more than once in a 10 second time period.

**5.3.5** The leading edge of the *sign* must be a minimum distance of 30 m (100 ft), from an abutting A1, FD, C5, RR1, RR2, R1, R2, R3, RM1, RM2, RM3 or MH1 zoned boundary.

**5.3.6** When located within 46 m (150 ft.) of an A1, FD, C5, RR1, RR2, R1, R2, R3, RM1, RM2, RM3 or MH1 zoned lot, the sign must be oriented so that no portion of the sign display or face is visible from an existing or permitted principal structure on that lot.

**5.3.7** Audio speakers and/or sound are not permitted.

**5.3.8** Only one *Electronic Message Centre sign* is permitted on any *parcel*.

## 5.4 Fascia Signs

5.4.1 *Fascia Signs* are permitted in all zones subject to the following:

5.4.1.1 **Illuminated *Fascia signs*** are permitted only in C1, C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1 and W2 zones.

5.4.1.2 **Identification *Fascia signs*** are permitted only in RR1, RR2, R1, R2, R3, RM1, RM2, RM3, MH1, A1, FD, C1, C2, C3, C4, C5, C6, C7, C8, C9, M1, M2, M3, M4, P1, P2, W1, and W2 zones.

5.4.1.3 **Multiple Copy *Fascia signs*** are permitted only in C1, C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, W1, and W2 zones.

5.4.1.4 **On-Site Directional *Fascia signs*** are permitted in all zones.

5.4.1.5 **Bed and Breakfast *Fascia signs*** are permitted only in RR1, RR2, R1, R2, A1, FD and C9 zones and provided that the Bed and Breakfast is located in that premise.

5.4.1.6 **Home Occupation/Home Based Business *Fascia signs*** are permitted only in RR1, RR2, R1, R2, R3, A1, FD and C9 zones and provided that the business license at that premise.

5.4.1.7 **Guest House *Fascia signs*** are permitted only in C9 zones and provided the Guest House is located at, and holds a valid business license at, that premise.

5.4.2 A *Fascia sign* shall have a *clearance* of at least 2.5 m (8.2 ft.), except when located above an area that is inaccessible to pedestrian traffic.

5.4.3 A *Fascia sign* shall not project more than 0.3 m (1 ft) from the building surface upon which it is located

5.4.4 No *Fascia sign* or part thereof shall project above a parapet or eaves line of the building to which it is attached.

5.4.5 In A1, FD, RR1, RR2, R1, R2, R3, RM1, RM2, RM3, MH1 and C9 zones only **one** of a *Fascia* or *Freestanding sign* is permitted on each *parcel*.

5.4.6 The total *background* area of all *Fascia signs* on a premise;

5.4.6.1 In RR1, RR2, R1, R2, and R3 zones shall not exceed 0.2 m<sup>2</sup> (2.15 ft<sup>2</sup>).

5.4.6.2 In RM1, RM2, RM3 and MH1 zones shall not exceed 0.6 m<sup>2</sup> (6.5 ft<sup>2</sup>).

5.4.6.3 In A1 and FD zones shall not exceed 2.5 m<sup>2</sup> (25.0 ft<sup>2</sup>).

5.4.6.4 In C1, C5 C9 P1, P2, W1 and W2 zones shall not cover an area greater than 10% of the area of the *premises* face upon which it is located.

**5.4.6.5** In C2, C3, C4, C6, C7, C8, M1, M2, M3 and M3 zones shall not cover an area greater than 20% of the area of the *premises* face upon which it is located.

**5.4.6.6** Shall not exceed 0.5 m<sup>2</sup> (5.4 ft<sup>2</sup>) for an *On-Site Directional sign*.

## 5.5 Freestanding Signs

**5.5.1** *Freestanding signs* are permitted in all zones subject to the following:

**5.5.1.1** **Illuminated Freestanding signs** are permitted only in A1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1, and W2 zones.

**5.5.1.2** **Identification Freestanding signs** are permitted in all zones.

**5.5.1.3** **Multiple Copy Freestanding signs** are permitted only in C2, C3, C4, C5, C7, C8, M1, M2, M3, M4, W1, and W2 zones.

**5.5.1.4** **On-Site Directional Freestanding signs** are permitted in all zones.

**5.5.1.5** **Public Tourist Information Freestanding signs** are permitted in all zones but shall not be erected without the approval of City Council.

**5.5.1.6** **Bed and Breakfast Freestanding signs** are permitted only in RR1, RR2, R1, R2, R3, A1, FD and C9 zones provided the Bed and Breakfast is located on that *parcel*.

**5.5.1.7** **Guest House Freestanding signs** are permitted on a *parcel* only in C9 zone and provided the Guest House holds a valid business license on that *parcel*.

**5.5.1.8** **Electronic Message Centre Freestanding signs** are permitted in the C6, C7 zones and only on the following *parcels* in the P1 and P2 zones:

- a) Lot 1, District Lot 1, Alberni District, Plan 5330 Except those parts in Plans 6163, 6407, 6552, 6553, 6564, 6752, 7078, 7775, 9060, 9748, 10801, 10994, 11410, 11734, 11865, 13639, 13685, 15784, 16432, 18042, 19169, 21224, 21463, 25942, 28919, 50602, VIP54601 AND VIP56962 (4255 Wallace St., Echo Centre)
- b) Lot 1, District Lot 92, Alberni District, Plan 27429 Except part in Plan VIP58940 (3737 Roger Street., Multiplex)
- c) Lot 2, District Lots 1 and 92, Alberni District, Plan VIP87123 (4000 Roger Street., ADSS)

**5.5.2** *Freestanding signs* shall not project over public rights of way.

**5.5.3** Where on any *parcel*, a *Projecting sign* projects into a *setback*, no *Freestanding sign* which will be located on the same *setback* will be permitted on the *parcel*.

- 5.5.4** Freestanding signs shall not be erected so as to appear to be a sign attached to a building and extending more than 1.5 m (4.9 ft) there from.
- 5.5.5** In A1, FD, RR1, RR2, R1, R2, R3, RM1, RM2, RM3, MH1, C9, P1 and P2 zones only **one** of a *Fascia or Freestanding sign* is permitted on each *parcel*.
- 5.5.6** In C1, C2, C3, C4, C6, C7 and C8 zones more than one *Freestanding sign* may be located on a particular *frontage* provided that they shall be separated by at least 50m (164 ft.) between them except that only one *Electronic Message Centre* sign is permitted on any parcel.
- 5.5.7** In M1, M2, M3, M4 and W2 zones where a *parcel* exceeds 4000 m<sup>2</sup> (0.99 ac.) in area or 70 m (230 ft) in *frontage*, two (2) *Freestanding signs* may be located on a particular *frontage* provided that they shall be separated by at least 50m (164 ft.) between them.
- 5.5.8** The background area of *Freestanding signs*;
- 5.5.8.1** In RR1, RR2, R1, R2, and R3 zones shall not exceed 0.2 m<sup>2</sup> (2.15 ft<sup>2</sup>).
- 5.5.8.2** In RM1, RM2, RM3 and MH1 zones shall not exceed 0.6 m<sup>2</sup> (6.5 ft<sup>2</sup>).
- 5.5.8.3** In A1 and FD zones shall not exceed 2.5 m<sup>2</sup> (25.0 ft<sup>2</sup>).
- 5.5.8.4** In C1 and C5 zones shall not exceed 0.09 m<sup>2</sup> per metre (1 ft<sup>2</sup>/ft.) of the *frontage* at the front of the *parcel* and shall not in any case exceed 6m<sup>2</sup> (64.6 ft<sup>2</sup>)
- 5.5.8.5** In C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4 and W2 zones shall not exceed 0.6 m<sup>2</sup> per metre (2 ft<sup>2</sup>/ft) of the *frontage* at the front of the *parcel* and shall not in any case exceed 12 m<sup>2</sup> (129 ft<sup>2</sup>) except that if a sign is an *Electronic Message Centre* sign the background area shall not exceed 9.0 m<sup>2</sup> (97.0 ft<sup>2</sup>).
- 5.5.8.6** In P1 and P2 zones shall not exceed 3.25 m<sup>2</sup> (35 ft<sup>2</sup>) except in the P2 zone where the background area of *Freestanding signs* shall not exceed 6.0 m<sup>2</sup> (65 ft<sup>2</sup>)
- 5.5.8.7** Shall not exceed 0.5 m<sup>2</sup> (5.4 ft<sup>2</sup>) for an *On-Site Directional* sign
- 5.5.8.8** Shall not exceed 12 m<sup>2</sup> (129 ft<sup>2</sup>) for a *Public Tourist Information* sign.
- 5.5.9** Notwithstanding Section 3.7, the maximum *height* of *Freestanding signs*:
- 5.5.9.1** In RR1, RR2, R1, R2, R3, RM1, RM2, RM3 and MH1 zones shall not exceed 1.5 m (4.9 ft.)
- 5.5.9.2** In A1 and FD, C1, C5 and W1 zones shall not exceed 4 m (13.1ft).
- 5.5.9.3** In C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, W2, P1 and P2 zones shall not exceed 8 m (26.2 ft).

**Bylaw #5055 amendment added new subsections 5.5.10 and 5.5.10.1**

**5.5.10** Notwithstanding Section 5.5.5, a **Freestanding Sign** for a place of worship is permitted on the property located at 4109 Kendall Avenue (Lot 5 Plan VIP19662 District Lot 45 Land District 01).

**5.5.10.1** Notwithstanding any other section in this bylaw the requirements of a **Freestanding Sign** at the property located at 4109 Kendall Avenue (Lot 5 Plan VIP19662 District Lot 45 Land District 01)." shall match those permitted on a property zoned P1.

**5.6 Projecting Signs**

**5.6.1** *Projecting signs* are permitted in C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, W1 and W2 zones subject to the following:

**5.6.1.1** **Illuminated Projecting signs** are permitted in C2, C3, C4, C6, C7, M1, M2, M3, M4, W1 and W2 zones.

**5.6.1.2** **Identification Projecting signs** are permitted in C2, C3, C4, C6, C7, M1, M2, M3, M4, P1, P2, W1 and W2 zones.

**5.6.1.3** **Multiple Copy Projecting signs** are permitted in C2, C3, C4, C6, C7, M1, M2, M3, M4, W1 and W2 zones.

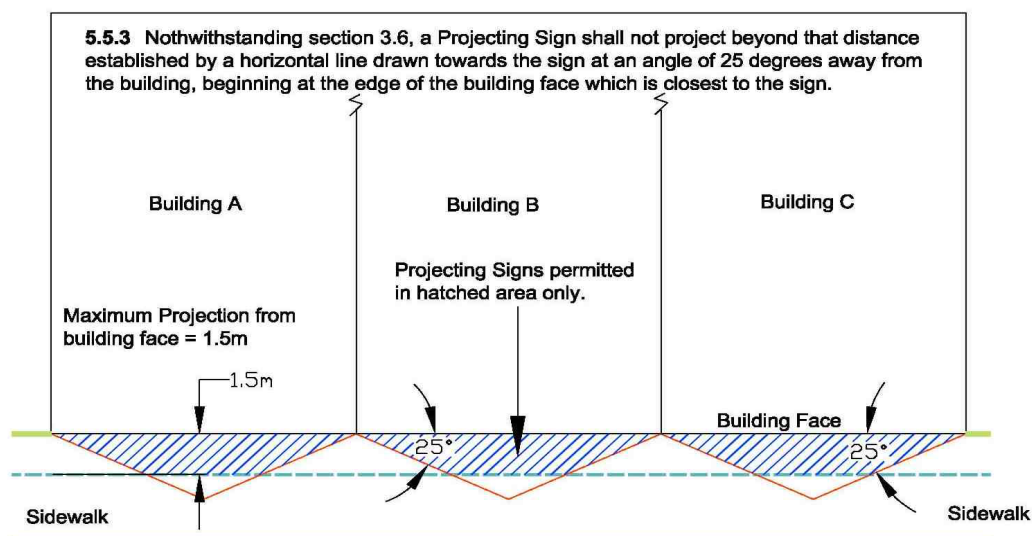
**5.6.1.5** **On-Site Directional Projecting signs** are permitted in all zones.

**5.6.1.5** **Public Tourist Information Projecting signs** are not permitted.

**5.6.1.6** **Electronic Message Centre Projecting signs** are permitted in the C7 zone.

**5.6.2** No part of a *Projecting sign* shall project over any area legally accessible to vehicular traffic.

**5.6.3** Notwithstanding Section 3.6, a *Projecting sign* shall not project beyond that distance established by a horizontal line drawn towards the sign at an angle of 25 degrees away from the building, beginning at that edge of the building face which is closest to the sign.



- 5.6.4** The distance between a *Projecting sign* and the building to which it is attached shall not exceed 0.3 m (1 ft.).
- 5.6.5** A *Projecting sign* or part thereof shall not extend above the *roof line* of the building to which it is attached, except in C7 zones where *Projecting signs* may project not more than 1 m (3.3 ft) above the *roof line*.
- 5.6.6** In C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, W1 and W2 zones only one *Projecting sign* is permitted on each frontage.
- 5.6.7** Where on any parcel, a *Freestanding sign* is located on an area constituting the setback, no *Projecting sign* shall project into that setback.
- 5.6.8** Where a roof sign is located on any parcel, no *Projecting sign* which projects into a setback or over a public right of way shall be permitted on the parcel.
- 5.6.9** The *background area* of a *Projecting sign* shall not exceed 5.6 m<sup>2</sup> (60.3 ft<sup>2</sup>) except;
- 5.6.10.1** The *background area* of an *On-Site Directional sign* shall not exceed 0.5 m<sup>2</sup> (5.4 ft<sup>2</sup>).

## **5.7 Awning and Canopy Signs**

- 5.7.1** *Awning and Canopy signs* are permitted in C1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1, and W2 zones subject to the following:
- 5.7.1.1** **illuminated *Awning and Canopy signs*** are permitted only in C1, C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, W1, and W2 zones.
- 5.7.1.2** **Identification *Awning and Canopy signs*** are permitted in C1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1, and W2 zones.
- 5.7.1.3** **Multiple Copy *Awning and Canopy signs*** are permitted only in C1, C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1, and W2 Zones.
- 5.7.2** An awning may have signs on its ends in addition to signs on the main face, but the signs on the ends shall not be included in the copy area of the sign.
- 5.7.3** Signs suspended from or below an *awning* are subject to the regulations of "Under Awning and/or Under Canopy" Signs.
- 5.7.4** Awnings, canopies, and *Awning and Canopy signs* which project over public property shall be illuminated.
- 5.7.5** The *background area* of a *Canopy sign*:
- 5.7.5.1** In C1, C2, C5, C6, C7, C8, M1, M2, M3, M4, W1 and W2 zones shall not exceed 0.6 m<sup>2</sup> per metre (2 ft<sup>2</sup>/ft.) of the length of the *canopy*.

**5.7.5.2** In P1 and P2 zones shall not exceed 0.3 m<sup>2</sup> per metre (1 ft<sup>2</sup>/ft) of the length of the *canopy*.

**5.7.6** The *copy area* of an *Awning sign*:

**5.7.6.1** In C1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, W1 and W2 zones shall not exceed 50% of the area of the *awning*.

**5.7.6.2** In P1 and P2 zones shall not exceed 40% of the area of the *awning*.

## **5.8 Under Awning and Under Canopy Signs**

**5.8.1** *Under Awning and Under Canopy Signs* are permitted in C1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1, and W2 zones subject to the following:

**5.8.1.1** **Illuminated Under Awning and Under Canopy signs** are permitted in C1, C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1, and W2 zones.

**5.8.1.2** **Identification Under Awning and Under Canopy signs** are permitted in C1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, P1, P2, W1 and W2 zones.

**5.8.1.3** **Multiple Copy Under Awning and Under Canopy signs** are permitted only in C2, C3, C4, C6, C7, C8, M1, M2, M3, M4, W1 and W2 zones.

**5.8.1.4** Notwithstanding 5.7.1, **On-Site Directional Under Awning and Under Canopy signs** are permitted in all zones.

**5.8.2** No *Under Awning and Under Canopy sign* shall be located such that any part is more than 0.3 m (1 ft) below the bottom of the *awning* or *canopy*.

**5.8.3** *Under Awning and Under Canopy signs* may be located over public rights of way but shall not be located over areas legally accessible to vehicular traffic.

**5.8.4** *Under Awning and Under Canopy signs* shall not exceed 1.25 m (4.1 ft) in length.

**5.8.5** The *background area* of *Under Awning and Under Canopy signs* shall not exceed 0.375 m<sup>2</sup> (4.0 ft<sup>2</sup>).

**5.8.6** One *Under Awning or Under Canopy sign* is permitted on each premise in C1, C2, C3, C4, C5, C6, C7, C8, M1, M2, M3, M4, W1, W2, P1 and P2 zones provided that such signs are placed at least 7.5 m (25 ft) apart.

## **5.9 Temporary Signs**

**5.9.1** *Temporary signs* are permitted in all zones.



**5.9.2** The *background area* of Temporary signs described in Section 7.3.1.5 shall not exceed;

**5.9.2.1** In RR1, RR2, R1, R2 and R3 zones 0.6 m<sup>2</sup> (6.5 ft<sup>2</sup>)

**5.9.2.2** In RM, MH and C9 zones 1.5 m<sup>2</sup> (16.1 ft<sup>2</sup>) for *parcels* with an area of 2000 m<sup>2</sup> (21,528 ft<sup>2</sup>) or less and 3.0 m<sup>2</sup> (32.3 ft<sup>2</sup>) for *parcels* with an area greater than 2000 m<sup>2</sup> (21,528 ft<sup>2</sup>)

**5.9.2.3** In A1 and FD zones 1.2 m<sup>2</sup> (12.9 ft<sup>2</sup>)

**5.9.2.4** In C1, C2, C3, C4, C5, C6, C7, C8, C9, M1, M2, M3, M4, W1, W2, P1 and P2 zones 1.5 m<sup>2</sup> (16.1 ft<sup>2</sup>) for *parcels* with an area of 2000 m<sup>2</sup> (21,528 ft<sup>2</sup>) or less and 3.0 m<sup>2</sup> (32.3 ft<sup>2</sup>) for *parcels* with an area greater than 2000 m<sup>2</sup> (21,528 ft<sup>2</sup>)

## **6. ZONE RESTRICTIONS AND REGULATIONS**

**6.1** *Signs* which are not specifically permitted in a Zoning District by this Bylaw are prohibited in that Zoning District.

## **7. SIGN PERMITS, FEES AND INSPECTIONS**

### **7.1 Requirement for Permit**

Except as provided in Sections 7.2 and 7.3, no person shall erect, place, display, alter or move a *sign* unless a permit for that purpose has been issued by the City in relation to that *sign*.

### **7.2 Change of Sign**

A change of *copy* or colour of any *sign*, other than a change of the name of the owner or business, shall not require a permit.

### **7.3 Signs not Requiring a Permit**

**7.3.1** A permit is not required for the following types of *signs*, provided that every *sign* shall conform in all other respects to the requirements of this Bylaw:

**7.3.1.1** Signs indicating a hazard;

**7.3.1.2** *On-Site Directional signs*;

**7.3.1.3** *Identification signs* in any structural form, provided that:

a) Only one such sign is located on each *parcel* or *premises*, and;

b) The *background area* of the sign does not exceed 0.2 m<sup>2</sup> (2.15 ft<sup>2</sup>).

**7.3.1.4** Memorial plaques, cornerstones, historical tablets or similar signs;

**7.3.1.5** *Temporary signs* which:

- a) Advertise the sale, lease or rental of the *parcel, premises* or a portion thereof upon which such *signs* are located;
- b) Indicate the nature of a construction or demolition project, including the names of the contractors, sub-contractors and professional advisors, on the *parcel* upon which such *signs* are located, provided that such *signs* are removed after an occupancy permit has been issued;
- c) Advertise events of a political, civic, philanthropic, educational or religious nature, including temporary directional *signs*;
- d) Promote any political candidate or party provided that such *signs*:
  - are located on private property
  - are relevant to a current election or vote in which citizens of the City of Port Alberni are eligible to vote.
  - are not displayed more than 30 days prior to and not more than four (4) days following the date of the election or vote.
- d) Are *Community Activity* signs.
- f) Are *Public Notice Signs* as required under the City of Port Alberni Development Application Notice Bylaw.

**7.3.1.6** *Public Tourist Information Signs* that have been approved by City Council;

**7.3.1.7** *Signs* which indicate only that no person shall trespass on the property, provided that:

- a) Only one such *sign* is located on each *parcel* or *premises*, and
- b) The *background area* of the *sign* does not exceed 0.2 m<sup>2</sup> (2.15 ft<sup>2</sup>).

**7.4 Application for Permit**

**7.4.1** Application for a *sign* permit shall be made to the Building Department of the City in substantially the same form as prescribed in Schedule "A".

**7.5 Permit Fees**

A permit fee based on the estimated value of the *sign* and any supporting structure shall be paid prior to issuance of a *sign* permit as follows:

**\$40.00 flat fee plus:** \$30.00 for *signs* with an estimated value up to \$1,000.00 plus \$6.00 per each \$1,000.00 estimated value greater than \$1,000.00.

## **7.6 Building Permit**

Issuance of a *sign* permit shall not exempt the owner of the *sign* or owner of the *parcel* from obtaining a building permit for a *sign* structure, if required pursuant to the City's *Building bylaw*.

## **7.7 Permit Issuance**

Upon compliance with all requirements of this Bylaw and following issuance of any required building permit, the *Building Inspector* shall issue a *sign* permit.

## **7.8 Permit Expiry and Fee Refunds**

**7.8.1** A *sign* permit expires if work is not commenced within six months from the date of issue.

**7.8.2** There shall be no refund of the permit fee upon the expiry of a *sign* permit. If no work has been commenced under the permit and if the *Building Inspector* so certifies, the Director of Finance may refund to the applicant with respect to a valid permit, the amount of the permit fee less \$30.00 or 10% of the permit fee whichever is the greater.

## **7.9 Inspections**

**7.9.1** Every person erecting, placing, displaying, altering, or moving a *sign* for which a permit is required by this Bylaw shall notify the *Building Inspector* at least 24 hours in advance of all required inspections.

**7.9.2** An inspection shall be requested and obtained for every *Freestanding sign* after installation of footings and before construction of the sign structure.

**7.9.3** An inspection shall be requested and obtained within ten (10) days of installation for every *sign* which requires a building permit.

## **8. ENFORCEMENT AND PENALTIES**

### **8.1 Inspections for Compliance**

*Building Inspectors, Bylaw Enforcement Officers* and the City Planner of the City are authorized to enter at all reasonable times upon any property subject to this Bylaw to ascertain compliance with the regulations contained in this Bylaw.

### **8.2 Removal of Signs - Public Right of Way**

Any *sign* unlawfully occupying a portion of a public right of way may be removed by a *Bylaw Enforcement Officer, Building Inspector* or any other person authorized by the City. A fee of \$100.00 and the costs of removal shall be payable for recovery of the *sign* and failing recovery within 30 days of removal, the *Bylaw Enforcement Officer* may sell the *sign* at public auction, retaining sufficient proceeds to pay the fees and costs imposed by this section and the costs of sale.

### **8.3 Removal of Signs - Private Property**

If a *sign* does not conform to this Bylaw or any other bylaw of the City, a *Building Inspector* or *Bylaw Enforcement Officer* may give written notice to the owner of the *sign* or the owner of the *parcel* to bring the *sign* into compliance or remove the *sign* within a period of 14 days. The owners shall act in accordance with the notice and if the notice is not complied with or if the owners cannot be located, the *Building Inspector* or *Bylaw Enforcement Officer* may have the *sign* removed at the expense of the person in default, and the expense incurred may be recovered from the owner of the land on which the *sign* is displayed in the same manner as municipal taxes.

### **8.4 Penalty**

Every person who violates any provision of this Bylaw is guilty of an offence and, upon summary conviction, shall be liable to a fine of not more than \$2,000.00 and the costs of prosecution. Each day that a violation exists or is permitted to exist shall constitute a separate offence under this Bylaw.

### **8.5 Repeal of Bylaws**

Bylaw No. 4578, cited as the "City of Port Alberni Sign Bylaw No. 4578, 2007" and all amendments thereto are hereby repealed.

**READ A FIRST TIME THIS 26<sup>TH</sup> DAY OF MAY, 2014.**

**READ A SECOND TIME THIS 26<sup>TH</sup> DAY OF MAY, 2014.**

**READ A THIRD TIME THIS 26<sup>TH</sup> DAY OF MAY, 2014.**

**FINALLY ADOPTED THIS 9<sup>TH</sup> DAY OF JUNE, 2014.**

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**MAYOR**

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**CLERK**



**SCHEDULE "A"**

**CITY OF PORT ALBERNI- SIGN PERMIT APPLICATION**

**Note:** The personal information collected on this form is collected for the purpose of an operating program or activity of the City of Port Alberni as authorized by Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. All information collected with this form shall be disclosed to the public upon request. If you have any questions about the collection and use of this information, please contact the City Clerk at (250) 720-2810

All applications must be accompanied by the following **(all measurements and scales must be in metric units)**:

1. Two (2) sets of detailed drawings to scale showing:
  - Sign copy (including colours), *copy area* and dimensions of the sign;
  - The proposed height and *clearance* of the sign;
  - Dimensions of the wall surface of the building to which the sign will be attached;
  - Structural and footing details and material specifications for the proposed sign;
  
2. Two (2) copies of a detailed plot / site plan to scale showing
  - The proposed location of the sign in relation to the property boundaries and any building on the property;
  - Dimensions and locations of all existing signs and buildings on the property;
  - A recent (within 30 days of application date) copy of the Land Title for the subject property.
  
3. Any additional information as required by the Bylaw.

***TO BE COMPLETED BY APPLICANT:***

**REGISTERED OWNER INFORMATION:**

(Please list names of **ALL** owners of the subject property where the Sign is to be located along with **full mailing addresses and phone numbers**. Attach a separate sheet if required)

Registered Property Owner(s) Name(s) (Please Print):.....  
.....

Mailing Address: .....  
.....

Postal Code: ..... Telephone:.....

Business License Number (if applicable):.....  
.....

**APPLICANT INFORMATION** (if the applicant is NOT the owner):

Applicant Name: .....

Mailing Address: .....

.....

Postal Code: ..... Telephone:.....

Business License Number:.....

**PROPERTY INFORMATION** (for land where Sign is to be located):

Legal Description of property (as shown on Land Title or Tax Assessment Notice)(PLEASE PRINT):

.....

Civic Address of property (as verified by the City of Port Alberni)

.....

**AUTHORIZATION:**

City of Port Alberni, 4850 Argyle Street, Port Alberni, B.C., V9Y 1V8

I Hereby make application for a Sign Permit for the property described above.

**Date:**..... **Applicant's Signature:** .....

**Note:** Where the applicant is NOT the property owner, the following certification must be signed by all Registered Owners or their Solicitor/s:

This application is made with my consent and full knowledge of the particulars of the above request.

**Date:**..... **Owner(s) Signature(s)** .....

**SIGN MANUFACTURER:**

Name and Company Name:.....

Address:.....

Phone: .....

Business License Number:.....

**SIGN DETAILS:**

Type of Sign (as per this Bylaw):.....  
Area (m<sup>2</sup>):.....  
Background Area (m<sup>2</sup>):.....  
Dimensions (m<sup>2</sup>):.....  
Overall Height (m):.....  
Clearance from Grade (m): .....  
Estimated Value:.....  
Dimensions of wall surface (m) (if applicable): .....

**FOR OFFICE USE:**

Folio No.:	_____	Current Zoning:	_____
DPA Required (Y/N)	_____	Planning Dept. Approval(Y/N):	_____
Permit No.:	_____	Permit Fee:	_____
Date of Issue:	_____	Signature:	_____