

CITY OF PARKSVILLE
SIGN BYLAW, 2014, NO. 1511

Consolidated for convenience only to include Bylaw No. 1511.1

A BYLAW TO REGULATE SIGNS

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 may prohibit signs subject to Section 908 (3);

AND WHEREAS pursuant to Section 8(4) and Section 65 of the *Community Charter*, 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;

NOW THEREFORE the Council of the City of Parksville in open meeting assembled enacts as follows:

1 REPEAL

- 1.1 "City of Parksville Sign Regulation Bylaw, 1997, No. 1276" and all amendments thereto are hereby repealed.

2 CITATION

- 2.1 This bylaw may be cited for all purposes as "Sign Bylaw, 2014, No. 1511".

3 APPLICATION OF BYLAW

- 3.1 No sign shall be erected, placed, displayed, altered or moved within the City except in accordance with the provisions of this bylaw.
- 3.2 Signs that are not specifically permitted in this bylaw are prohibited.
- 3.3 Nothing in this bylaw relieves a person from complying with other City bylaws.
- 3.4 This bylaw does not apply to:
- (a) Signs on or over highways installed or authorized by the City for the control of traffic or parking, or for street names and direction;
 - (b) Traffic control devices provided under the *Motor Vehicle Act*;
 - (c) Signs authorized by the City, Province of British Columbia or Government of Canada by statutes, orders, bylaws or regulations;
 - (d) Street decorations authorized by the City's operations department;

- (e) Signs authorized by the City in connection with public conveniences, including signs on benches and bus stop shelters or other similar structures;
- (f) Signs located inside a building, excluding windows signs;
- (g) Election signs;
- (h) Building addresses containing number or number and street name only;
- (i) Name and/or address plates for private residences;
- (j) Signs regulating private parking lots not larger than 1.0 m² (10.7 sq. ft.) in area;
- (k) Name and/or address plates for commercial use such as professional offices, provided that such signs shall be no larger than 0.1 m² (1.1 sq. ft.) and limited to one per business;
- (l) No Trespass or other warning signs not exceeding 0.2 m² (2.2 sq. ft.) in area per sign;
- (m) Signs that only contain copy displaying "Open" or "Closed" or "Vacancy" or "No Vacancy" that do not exceed 0.2 m² (2.2 sq. ft.) in area per sign.

4 INTERPRETATION

All words or phrases shall have their normal or common meaning except where this is changed, modified or expanded by the definitions set forth in this section:

animated copy means a sign or portion of a sign that includes action, motion or rotation, flashing, or colour changes, but does not include displays of time and temperature;

automated changeable copy means a changeable copy sign capable of displaying words, symbols, figures or images that can be electronically or mechanically changed by remote or automatic means;

awning sign means a sign painted on, attached to, or constructed in or on the surface of an awning supported entirely from the exterior wall of a building and composed of non-rigid materials except for the supporting framework;

balloon sign means an inflated three-dimensional device which is tethered or otherwise affixed to the ground or a structure;

banner sign means a sign composed of fabric or similar material which may be secured or mounted to allow movement of the sign caused by air movement and includes pennants, ribbons, streamers, pinwheels or other similar moving or fluttering device;

building inspector means the officers or employees appointed by the City as such;

business frontage means one exterior wall of a building or portion thereof containing a business premises;

bylaw compliance officer means the officers or employees appointed by the City as such;

canopy sign means a sign which is painted, attached or constructed on the surface of an unenclosed permanent roofed structure;

cd means a candela (unit of light measurement);

changeable copy means a sign or portion of a sign in or on which the information that is displayed can be changed through the use of attachable letters, numerals and pictorial panels or electronic switching of lamps or illuminated tubes;

City means the "City of Parksville";

clearance means the vertical distance between the underside of a sign and the finished grade immediately below;

cm means centimetre;

communications dish sign means a communications antenna or dish which displays advertising copy;

construction project sign means a sign relating to a specific construction project that is erected and in place only during the construction phase;

copy means letters, characters, numbers, symbols, logo or graphics on a sign;

Council means the City Council of the City of Parksville;

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 Department of Engineering or the Department of Operations where required;

design includes the shape, dimensions, colour, materials, movement and illumination of a sign, as permitted;

directional sign means a sign indicating the direction only, of a business, parking area, product, service or event for the purpose of directing pedestrian or vehicular traffic;

directory sign means a sign that lists only name and unit number of businesses or tenants located in a shared building or on a common parcel of land;

director of community planning means the director of community planning for the City of Parksville and includes those officials of the City performing their duties under his/her authority and control;

election sign means a sign containing only messages relating to a public election or referendum;

fascia sign means a sign which is painted on or attached to and supported by an exterior wall or fascia of a building provided the face of the sign is parallel to the wall and does not project more than 0.31 m (1 ft.) beyond the wall surface;

freestanding sign means any sign wholly supported from the ground by a structural member or members, independently of and visibly separated from any building or other structure and permanently fixed to the ground;

grade means the elevation of the surface of the sidewalk, boulevard or finished ground surface directly below a sign;

hanging sign means a sign suspended under a canopy, awning, eaves or portico;

height means the vertical distance measured from the highest point of the sign to grade;

home based business sign means a sign identifying the name and open hours of a home based business conducted pursuant to Division 300 of "Zoning and Development Bylaw, 1994, No. 2000" and any successor bylaw or amendments thereto;

illuminated or **lighted** means a sign in which a source of artificial light is used in order to make the message readable, and shall include internally and externally lighted signs and reflectorized, glowing or radiating signs;

lane means a highway 8 m (26.2 ft.) or less in width, intended to provide secondary access to parcels of land;

m means a metre;

m² means square metre;

mm means a millimetre;

mansard roof sign means a sign attached to the slope of a mansard roof which has a pitch of 30 degrees or less when measured against a vertical plan;

mural means a painting that is applied directly to the wall of a building where such displays contain no advertising of specific commercial services, merchandise, or entertainment;

obsolete sign means any sign, framework which advertises or publicizes a business or undertaking that no longer exists at the premises or property on which the sign is located, or pertains to a product which is no longer being marketed on the premises;

parcel means the smallest area of land, which is registered in the Land Title Office, and includes a lot contained within a Bare Land Strata Plan;

person means, in addition to its ordinary meaning, a partnership, association, company, society and body corporate;

portable sign means a non-illuminated sign which is not permanently attached to the ground or a building and includes a sandwich board sign;

projecting sign means any sign other than an awning sign, canopy sign or fascia sign which is attached to and projects more than 0.31 m (1 ft.) from the face or wall of a building where the copy is perpendicular to the face or wall;

road frontage means any highway abutting the property but specifically excluding a lane;

roof sign means a sign placed or erected on or above the roof of a building, in the air space above a roof, or painted or marked on the roof of a building, but specifically excludes mansard roof sign;

real estate sign means a sign indicating that the building, premises or the parcel on which the sign is located is for sale, rent or lease;

real estate open house sign means a sign advertising an open house event in regards to a parcel or building that is for sale, rent or lease;

real estate open house direction sign means a sign for guiding the public to an open house event with respect to a parcel or building that is for sale, rent or lease;

real estate subdivision sign means a sign indicating that the three (3) or more parcels that are being created through subdivision for sale;

sandwich board sign means portable sign consisting of two panels attached together at the top;

seasonal decoration means temporary ornaments and displays erected in conjunction with seasonal or holiday activities such as Christmas or Canada Day, where such ornaments and displays contain no advertising of commercial services, merchandise, or entertainment;

sign means any structure, device, advertisement, advertising device or visual representation that is visible from any street, highway, lane or from any property other than the one on which it is located, and that is 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 any symbols, letters, figures, illustrations or painted forms, but specifically excludes seasonal decorations, murals, window coverings or interior window displays of merchandise;

sign area means the total surface area of a sign within the outer edge of the sign frame or sign border but where a sign has no frame or boarder, means the area contained within the smallest square or rectangle that will enclose all of the copy of the sign. In the case of a double-face or multi-face sign only half of the total area of all sign faces will be counted;

special events sign means a sign which promotes, identifies or directs a community service or event, which is endorsed by the City or which is organized by a service club, church, school or health and welfare organization;

special occasion sign means a temporary balloon or banner sign only for the purpose of advertising a special occasion related to the respective business or to identify a new business;

temporary means a sign displayed for a limited period of time as stated in the appropriate sections of this bylaw;

third-party sign means a sign advertising or identifying anything other than a business, product or service being conducted or offered on a parcel where the sign is located;

vehicle sign means any sign affixed to or on a vehicle or trailer on public or private property so as to be visible from a public right of way, which has attached any sign or advertising device for the basic purpose of advertising products or directing people to a business or activity located on the same or any other property;

way-finding sign, in the case of a sign located on private property, means directional sign or directory sign administered as part of an overall downtown signage program

user the auspices of a Business Improvement Area or the City of Parksville and may include third-party content.

window covering means a graphic display that is applied on or adjacent to the surface of a window where such displays contain no advertising of specific commercial services, merchandise, or entertainment;

window sign means a non-illuminated sign either painted, etched or attached to or installed on or inside a window or glazed area of a door for the purpose of viewing from outside the premise but does not include signs 0.2 m² (2.2 sq. ft.) or less in area that only display "Open", "Closed", "Vacancy", or "No Vacancy" or window coverings;

zone or **zones** means the area into which the City is divided into a zone or zones in accordance with the zoning bylaw;

zoning bylaw means "City of Parksville Zoning and Development Bylaw, 1994, No. 2000" and amendment or successor bylaws and "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987" administered by the City.

5 GENERAL PROVISIONS AND SPECIFICATIONS

- 5.1 The keeping, placing or erection of any sign, shall be in conformity with all the provisions of this bylaw and any other applicable City, provincial or federal statutes, orders, bylaws or regulations relating thereto.
- 5.2 A sign may not be erected, altered, rebuilt, enlarged, extended or relocated, and no change can be made to any part of the supporting structures, surrounding framework, illumination, colour or copy until a sign permit has been obtained.
- 5.3 All signs and their supporting structures shall be continuously maintained so that they are structurally sound and free from all hazards.
- 5.4 All signs, sign backgrounds, copy and lighting shall be maintained in readable and clean condition.
- 5.5 The site on which the sign is situated shall be maintained free of weeds, debris and rubbish.
- 5.6 A sign requiring electrical power shall be installed and maintained in conformance with all applicable statutes and required approvals must be obtained.
- 5.7 All wiring and conduits for electrical power shall be either placed below grade or otherwise concealed.
- 5.8 No sign or its supports shall be erected, placed or maintained in such a manner as to contact or interfere with any source of electric light, power line, communications line or their supports.
- 5.9 No sign or its supports may interfere or otherwise obstruct traffic control devices, or in any way interfere with vehicular traffic visibility from a street or intersection or the use of any access or means of egress.
- 5.10 Except as permitted by this bylaw, no sign shall be tacked, posted or otherwise affixed to any structure, tree, pole, hydrant, bridge, fence or any other surface on public property in the City.

6 DESIGN STANDARDS

Lighting

- 6.1 All signs, except signs in Section 10 of this bylaw, may be externally lighted provided only a shielded light source is used.
- 6.2 All signs subject to permit may be internally lighted provided that only individual letters or symbols or a halo immediately surrounding individual letters or symbols illuminate, otherwise all sign face materials or fabrics shall not allow light to pass through.



- 6.3 Despite Section 6.2, the entire sign surface may be internally lighted subject to a 50% reduction in allowable sign area. The provisions of Section 6.3 do not apply to signs within the Downtown Commercial C-3 zone.
- 6.4 Sign illuminations shall be limited to the sign surface only and any direct source of light shall not be visible.

Lettering

- 6.5 Sign copy shall be carved, routed, built-up, sculptured or lettered character of professional design.

Changeable Copy

- 6.6 Where changeable copy is permitted it is subject to the following regulations:
- (a) Shall not exceed in one-third of the total sign area of the sign face upon which it is located;
 - (b) Shall form an integral part of a sign or be attached to the main sign so as to appear as a symmetrical and integral part of the sign.
- 6.7 In addition to the requirements of Section 6.6, where the changeable copy is in the form of automated changeable copy it shall be subject to the following additional regulations:
- (a) Automated changeable copy shall display static images only;
 - (b) Static images shall change no more often than once in one (1) minute, except within 30 m (98.4 ft.) of a residential building (excluding mixed commercial/residential) it shall change no more often than once in five (5) minutes;
 - (c) Transitions from one static image to the next shall appear instantaneously without the appearance of animation or movement of any kind;
 - (d) Automated changeable copy signs shall come equipped with automatic dimming technology which automatically adjusts the sign's brightness in direct correlation with natural ambient light conditions;
 - (e) In no case shall the sign's brightness exceed:
 - 280 cd/m² during nighttime; or,
 - 5000 cd/m² during daytime.

7 SINGLE FAMILY RESIDENTIAL SIGNS

- 7.1 Signs are permitted in single family residential zones without a sign permit subject to the following regulations:
- (a) Maximum number of signs: one (1) Home Based Business sign per parcel;
 - (b) **Home Based Business Signs** are subject to the following regulations:
 - i. must only be in the physical form of a fascia sign or a freestanding sign;
 - ii. shall only be permitted for a home based business holding a valid business licence;
 - iii. maximum sign area shall not exceed 0.3 m² (3.2 sq. ft.);
 - iv. maximum height of a freestanding sign shall not exceed 1.53 m (5.0 ft.).

8 MULTI-FAMILY RESIDENTIAL SIGNS

- 8.1 Signs in multi-family and manufactured home residential zones are permitted with a valid sign permit subject to the following regulations:
- (a) Maximum number of signs: one (1) fascia sign or freestanding sign per road frontage;
 - (b) **Fascia signs** are subject to the following regulations:
 - i. maximum sign area shall not exceed 2.0 m² (21.5 sq. ft.);
 - ii. shall have a minimum clearance of 2.43 m (8.0 ft.) if projection is more than 77 mm (3.0 in.) from the wall face unless the sign is located over a landscaped area or other restriction designed to keep pedestrian traffic away from the sign;
 - iii. shall not project more than 0.31 m (1 ft.) from the face of the wall.
 - (c) **Freestanding signs** are subject to the following regulations:
 - i. maximum height shall not exceed 1.53 m (5.0 ft.);
 - ii. maximum sign area shall not exceed 1.0 m² (10.7 sq. ft.);
 - iii. sign copy is limited to identifying the name of the multi-family development, civic address and the contact information of the building manager only.

9 ALL NON-RESIDENTIAL ZONE SIGNS

- 9.1 Signs in all non-residential zones are permitted with a valid sign permit subject to the following regulations:

Number of Signs

- (a) A maximum of three (3) signs per business frontage of the following sign types are permitted per business:
 - i. one (1) fascia sign or mansard roof sign;
 - ii. one (1) awning sign or canopy sign;
 - iii. one (1) hanging sign.

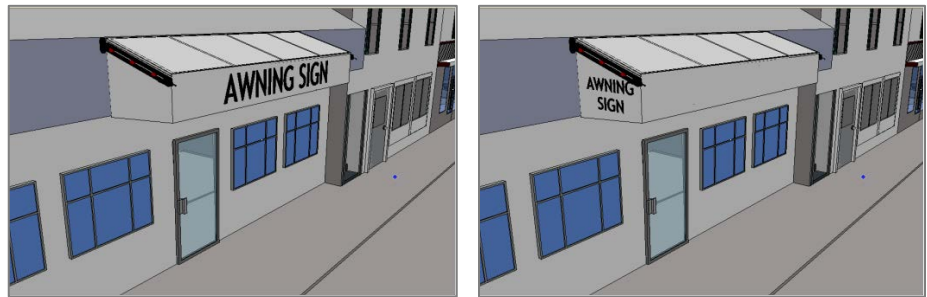
- (b) In addition to the signs allowed under Section 9.1(a), a maximum of one (1) of each of the following signs is permitted per road frontage:
 - i. one (1) freestanding sign, projecting sign or portable sign;
 - ii. one (1) directory sign.
- (c) One (1) sign per road frontage permitted within either Section 9.1 (a) or 9.1 (b) may contain changeable copy.

Sign Type Regulations

9.2 The types of signs permitted in all non-residential zones with a valid sign permit are subject to the following regulations:

(a) **Awning Signs** are subject to the following regulations:

- i. maximum sign area shall not exceed 0.46 m² per linear m (1.5 sq. ft. per linear ft.) of the awning to which the sign is attached;
- ii. copy shall be permitted only on the exterior front or side face of an awning;
- iii. shall not project more than 77 mm (3.0 in.) from the surface of the awning;
- iv. shall not project closer than 0.61 m (2.0 ft.) to the curb line measured horizontally;
- v. the minimum vertical clearance of an awning from the nearest finished grade shall be 2.43 m (8.0 ft.).



(b) **Canopy Signs** are subject to the following regulations:

- i. maximum sign area shall not exceed 0.46 m² per linear m (1.5 sq. ft. per linear ft.) of the canopy face to which the sign is attached.

(c) **Fascia Signs** are subject to the following regulations:

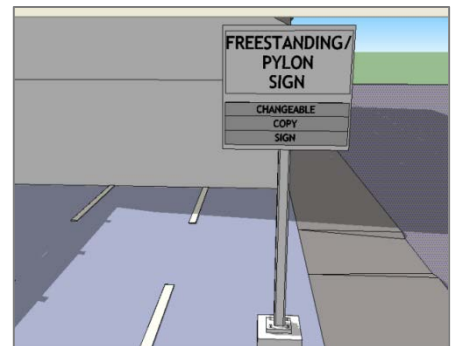
- i. maximum sign area within the Downtown Commercial C-3 zone shall not exceed 0.46 m² per linear metre (1.5 sq. ft. per linear foot) of wall length of the business frontage to which the sign is affixed;
- ii. maximum sign area in all other non-residential zones shall not exceed 0.61 m² per linear metre (2 sq. ft. per linear ft.)



- of wall length of the business frontage to which the sign is affixed;
- iii. where only one (1) fascia sign would otherwise be permitted in Section 9.1(a) in relation to a business, the maximum number of fascia signs may be increased to two (2) provided the total sign area does not exceed 50% of the maximum sign area permitted on the business frontage to which it is attached;
- iv. shall have a minimum clearance of 2.43 m (8 ft.) if projection is more than 77 mm (3.0 in.) from the facade unless the sign is located over a landscaped area or other restriction designed to keep pedestrian traffic away from the sign;
- v. shall not project more than 0.31 m (1 ft.) from the face of the wall;
- vi. the sign shall only be located on the wall of the building containing the business premises to which the sign refers;
- vii. where more than one (1) business occupies a building the fascia sign for each such business shall be limited to the portion of the business frontage containing the business premises to which it refers;
- viii. despite Section 9.2 (c) vii, where a business occupies a portion of a building without business frontage it shall be permitted signage on a wall of the building that faces road frontage, provided that the sign is otherwise in conformity with this bylaw;
- ix. the sign shall not extend above the top or eave level of the wall to which it is attached.

(d) **Freestanding Signs** in the zoning categories listed below are subject to the following regulations:

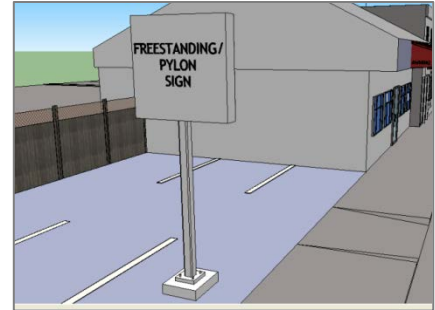
- A-1 Agricultural
- RU-1 Rural 1 (RDN)
- P-1 Public Institutional
- P-2 Private Institutional
- P-3 Health Care
- E-1 Campground and Conservation
- C-1 Local Commercial
- C-2 Neighbourhood Commercial
- C-3 Downtown Commercial
- CS-5 Neighbourhood Pub Commercial
- RC-1 Care Housing



- i. maximum height shall not exceed 2.0 m (6.5 ft.) unless the sign is located on a frontage abutting the Island Highway East, Island Highway West or Alberni Highway or where four (4) or more businesses share a sign then a maximum height of 4.5 m (14.7 ft.) is permitted;
- ii. maximum sign area shall not exceed 2.0 m² (21.5 sq. ft.) except where four (4) or more businesses share a sign then a total sign area not exceeding 4.0 m² (43.0 sq. ft.) is permitted;
- iii. where two (2) or more free standing signs are permitted on a site, such signs shall be located no less than 30 m (98.4 ft.) apart.

- (e) **Freestanding Signs** in the zoning categories listed below are subject to the following regulations:

CS-1	Highway Commercial
CS-2	Tourist Commercial
CS-3	Service Commercial
CS-4	Service Station Commercial
CM-2	Commercial 2 (RDN)
CM-5	Commercial 5 (RDN)
RA-1	Resort Area Tourist Accommodation Zone
RA-2A	Resort Area Tourist Accommodation Zone
MWC-1	Mixed Waterfront Commercial - Residential Zone
CT-1	Civic and Technology Centre
I-1	Industrial
IN-1	Industrial 1 (RDN)
IN-2	Industrial 2 (RDN)
CD	Comprehensive Development zones where commercial uses are permitted, excluding the CD-12 zone (Wembley Mall)



- i. not permitted where the building containing the business premises is located less than 5.0 metres (16.4 ft.) from a property line adjacent Island Highway East or Island Highway West;
- ii. maximum height shall not exceed 4.0 m (13.1 ft.) unless the sign is located on a frontage abutting the Island Highway East, Island Highway West, or Alberni Highway or where four (4) or more businesses share a sign then a maximum height of 7.5 m (24.6 ft.) is permitted;
- iii. maximum sign area shall not exceed 4.0 m² (43.0 sq. ft.) unless the sign is located on a frontage abutting the Island Highway East, Island Highway West or Alberni Highway where four (4) or more businesses share a sign then a total sign area of 6.0 m² (64.5 sq. ft.) is permitted;
- iv. where two (2) or more free standing signs are permitted on a site, such signs shall be located no less than 30 m (98.4 ft.) apart.

- (f) **Freestanding Signs** in the Comprehensive Development CD-12 zone (Wembley Mall) is subject to the following regulations:

- i. maximum height shall not exceed 7.5 m (24.6 ft.) unless the sign is located on a frontage abutting the Island Highway where a height of 8.5 m (27.8 ft.) is permitted;
- ii. maximum sign area shall not exceed 6.0 m² (64.5 sq. ft.) unless the sign is located on a frontage abutting the Island Highway West where an area of 14.0 m² (150.6 sq. ft.) is permitted;
- iii. not more than two (2) signs shall exceed the maximum sign area of 6.0 m² (64.5 sq. ft.) or the maximum height of 7.5 m (24.6 ft.).
- iv. where two (2) or more free standing signs are permitted on a site, such signs shall be located no less than 30 m (98.4 ft.) apart.

(g) **Hanging Signs** are subject to the following regulations:

- i. maximum sign area shall not exceed 0.56 m^2 (6 sq. ft.);
- ii. minimum clearance shall not be less than 2.43 m (8 ft.);
- iii. shall not have a vertical dimension which exceeds 0.4 m (1.3 ft.).



(h) **Mansard Roof Signs** subject to the following regulations:

- i. maximum sign area shall not exceed 0.61 m^2 per linear m (2 sq. ft. per linear ft.) of wall length of the wall to which the sign is affixed;
- ii. the sign shall not project below the lower edge of the roof and shall not project higher than 0.3 m (1.0 ft.) below the top of the mansard roof.



(i) **Projecting Signs** are subject to the following regulations:

- i. maximum sign area shall not exceed 0.56 m^2 (6 sq. ft.);
- ii. the minimum clearance shall be 2.43 m (8 ft.) above the nearest finished grade except where the sign is located over a driveway, lane or parking aisle the minimum clearance shall be 4.5 m (14.8 ft.);
- iii. the maximum height of the sign shall not exceed 7.5 m (24.6 ft.) from the nearest finished grade or more than 0.61 m (2 ft.) above the eaves level of the wall to which they are affixed, whichever is lower;
- iv. the maximum projection shall not exceed 1.53 m (5 ft.) over public property, or 2.0 m (6.5 ft.) in total and the sign shall not project closer than 0.61 m (2.0 ft.) vertically to the street curb line.



10 SIGNS NOT REQUIRING A SIGN PERMIT

10.1 The following signs are allowed, WITHOUT APPLICATION FOR SIGN PERMIT in addition to signs permitted elsewhere in this bylaw:

(a) **Construction Project Signs** are permitted in all zones subject to the following regulations:

- i. a maximum of two (2) signs are permitted per construction site;
- ii. the maximum sign area is 9.29 m^2 (100 sq. ft.);
- iii. no sign shall be erected prior to issuance of a building permit and shall be removed upon the issuance of the occupancy permit;
- iv. signs must only be in the form of a fascia or freestanding sign;
- v. maximum height for freestanding sign shall not exceed 2.0 m (6.5 ft.).

- (b) **Directory Signs** are permitted in all zones subject to the following regulations:
- i. maximum number of signs shall not exceed one (1) per building entrance;
 - ii. maximum sign area shall not exceed 0.2 m² (2.15 sq. ft.) per business or tenant unit;
 - iii. must only be in the form of a fascia sign or freestanding sign;
 - iv. maximum height of a freestanding sign shall not exceed 1.53 m (5 ft.);
 - v. fascia sign shall not extend above the top or eave level of the wall to which it is attached.
- (c) **Directional Signs** are permitted in all zones subject to the following regulations:
- i. maximum number of signs shall not exceed one (1) per entrance or exit of a driveway, parking area or pedestrian path;
 - ii. maximum sign area shall not exceed 0.6 m² (6.5 sq. ft.).
- (d) **Portable Signs** are permitted in all non-residential zones subject to the following regulations:
- i. maximum sign area shall not exceed 0.75 m² (8 sq. ft.);
 - ii. shall not be placed more than 3.0 m (10 ft.) from the business frontage to which it refers;
 - iii. must provide a minimum 1.6 m (5.2 ft.) width of continuous unobstructed pedestrian walkway;
 - iv. where a portable sign is located within 6.1 m (20 ft.) of another portable sign they shall be set in the same alignment;
 - v. shall be of sufficient weight so as not to be effected by wind or passing vehicles.
- (e) **Real Estate Signs** are permitted in all zones subject to the following regulations:
- i. no more than one (1) sign per road frontage is permitted on the site to which the sign refers;
 - ii. maximum sign area shall not exceed:
 - 1.0 m² (10.7 sq. ft.) in all residential zones;
 - 4.0 m² (43.0 sq. ft.) in all other zones and new multi-family residential buildings where more than 25% of the dwelling units are available for sale.
- (f) **Real Estate Open House Signs** are permitted in all zones subject to the following regulations:
- i. no more than one (1) sign is permitted per road frontage on the site of a building to which the sign relates;
 - ii. maximum sign area shall not exceed 0.6 m² (6.45 sq. ft.);
 - iii. maximum height of the sign shall not exceed 1.0 m (3.28 ft.);
 - iv. shall only be displayed during the hours that the parcel to which the sign relates is open to the public for inspection and must otherwise be removed.

- (g) **Real Estate Open House Direction Signs** are permitted in all zones subject to the following regulations:
- i. no more than three (3) signs are permitted;
 - ii. maximum sign area shall not exceed 0.2 m² (2.15 sq. ft.);
 - iii. maximum height of the sign shall not exceed 1.0 m (3.28 ft.);
 - iv. shall only be displayed during the hours that the parcel to which the arrow relates is open to the public for inspection and must otherwise be removed;
 - v. shall only be located at the nearest intersections to the parcel to which the sign relates.
- (h) **Real Estate Subdivision Signs** are permitted in all zones subject to the following regulations:
- i. no more than one (1) subdivision sign per entrance to the subdivision, or proposed subdivision, to a maximum of two (2) signs per subdivision site to which the sign relates;
 - ii. maximum sign area shall not exceed 3.0 m² (32.3 sq. ft.);
 - iii. maximum height of the sign shall not exceed 3.05 m (10 ft.);
 - iv. signs shall be removed once 85% of the parcels have been sold or taken off the market.
- (i) **Special Event Signs** are permitted in all zones subject to the following regulations:
- i. no more than four (4) special event signs are permitted per special event;
 - ii. maximum sign area shall not exceed 2.0 m² (21.5 sq. ft.) per sign;
 - iii. maximum height of the sign shall not exceed 3.05 m (10 ft.);
 - iv. special event signs shall not be placed earlier than fourteen (14) days prior to the commencement of the event to which the sign relates and shall be removed no later than five (5) days after the end of the special event;
 - v. signs shall only be placed in a safe manner on private property or on a City road right-of-way in front of private property, but only with the permission of the property owner and the City.
- (j) **Special Occasion Signs** are permitted in all non-residential zones subject to the following regulations:
- i. are only permitted for the purpose of advertising a special occasion related to the respective business or to identify a new business;
 - ii. that written notice be given to the City on the form provided;
 - iii. signs must be removed from the premises no later than five (5) days after their installation and shall be installed no more than 12 times per calendar year;
 - iv. the maximum number of signs is limited to one (1) per business frontage;
 - v. that all such signs must be erected on the property to which they refer;
 - vi. that all such signs are erected in a safe manner.

- (k) **Window Signs** are permitted in all non-residential zones to the following regulations:
 - i. shall be non-illuminated;
 - ii. shall not cover more than 50% of the area of the window;
 - iii. despite Section 10.1 (k) ii), within the Downtown Commercial CS-1 zone window signs shall not cover more than 15% of the area of the window.

11 PROHIBITED SIGNS

11.1 Except as specifically permitted by this bylaw, the following signs shall not be located or displayed within the City:

- (a) **Animated Copy;**
- (b) **Balloon Signs**, except as permitted as a Special Occasion Sign;
- (c) **Banner Signs**, except as permitted as a Special Occasion Sign;
- (d) **Communications Dish Signs;**
- (e) **Obsolete Signs;**
- (f) **Roof Signs;**
- (g) **Third-Party Signs;**
- (h) **Vehicle Signs**, except signage on public transit buses, lettering or logos painted or fastened by adhesives to a licensed commercial vehicle identifying the business or owner, taxi signs, temporary "Real Estate Open House" sign on a real estate sales vehicle, or a sign indicating that the vehicle itself is for sale.

12 SIGN PERMIT APPLICATION REQUIREMENTS

12.1 Application for a sign permit shall be made to the Department of Community Planning and Building on such form(s) as provided by the City.

12.2 Every applicant for a sign permit shall complete a sign permit application on the form(s) provided by the City which shall include, unless expressly exempt by the Director of Community Planning or their designate, the following information:

- (a) the applicant's name, address and contact information;
- (b) the sign maker's name, address and contact information;
- (c) the legal description and civic address of the parcel where the sign is to be located;
- (d) the name, civic address and contact information of the owner of the parcel;
- (e) a drawing, to scale, for each side of the sign, showing copy, copy area, sign area and dimensions, height and clearance of the sign, as well as the colour scheme and materials, and details of any supporting structures and surrounding framework;
- (f) a drawing or photograph showing the proposed location of the sign, including detail of all buildings and structures located on the land, as well as the location and size of all existing signs;
- (g) details of the method and type of wiring, illumination and attachment to a building, if applicable;
- (h) in addition, for freestanding signs a drawing to scale showing the proposed location of the sign on the parcel, relative to the parcel lines, buildings and adjacent streets, as well as details of proposed landscaping, total height and clearance;

- (i) in addition, for awning signs and canopy signs, the size of the surface area, length, height and clearance of the awning or canopy;
- (j) in addition, for fascia signs, the size of the business frontage;
- (k) any other information required by the Director of Community Planning, Building Inspectors or Bylaw Compliance Officers of the City or their designate.

- 12.3 The Building Inspector or their designate shall have the authority to require certification, by a structural engineer, where a structure is being created.
- 12.4 The Director of Community Planning, Building Inspector or Bylaw Compliance Officer or their designate shall consider each application for a sign permit and if the proposed sign conforms with all the provisions of this bylaw upon payment of the required permit fee a permit shall be issued to the applicant.
- 12.5 A sign permit shall expire if active work is not commenced within a period of 180 days from the date of issuance of the permit.
- 12.6 An application may be made to Council by way of a Development Permit pursuant to "Plan Parksville Official Community Plan Bylaw, 2013, No 1492" and any amendment or any successor bylaw, for permission to place, erect or maintain a sign not provided for by this bylaw.

13 SIGN PERMIT FEES

- 13.1 A permit fee as specified in "Fees and Charges Bylaw, 2007, No. 1421" and any amendment or successor bylaw shall be paid, by the applicant, upon submission of the sign permit application.
- 13.2 Where any sign has been erected without a valid and subsisting permit issued by the City, the permit fees shall be double the regular permit fee amount.

14 REMOVAL OF SIGNS

- 14.1 When a business vacates a parcel or premises, all signs and their supporting structures on the parcel or premises which relate to that business shall be removed within thirty (30) days by the owner of the sign or the owner of the parcel or within seven (7) days of being so notified by Director of Community Planning, Building Inspector, Bylaw Compliance Officer or their designate.
- 14.2 In the case of a sign erected in contravention of this bylaw on public and/or City owned property, the Director of Community Planning, Building Inspector or Bylaw Compliance Officer or their designate may remove the sign without notice. The owner of the removed sign must reclaim the sign and pay the Sign Reclamation Fee within fourteen (14) days of removal. Where more than fourteen (14) days have passed since removal of the sign the Director of Community Planning, Building Inspector or Bylaw Compliance Officer or their designate may order such sign destroyed or disposed of in any way deemed appropriate.
- 14.3 In the case of any sign erected in contravention of this bylaw including a sign which remains in place after the activity, business, product or service the sign advertises is no longer conducted or available on the premises, or which, by reason of location, construction or deterioration, constitutes a hazard or nuisance in the opinion of the Director of Community Planning, Building Inspector, Bylaw Compliance Officer or their designate may require such sign to

be removed within thirty (30) days from the date of written notice from the Director of Community Planning, Building Inspector or Bylaw Compliance Officer or their designate.

Bylaw 1511.1 adopted March 2, 2015, repealed Section 14.4 in its entirety and substituted the following:

- 14.4 Where an owner of a sign fails to comply with a requirement under sections 14.1, 14.2 or 14.3 of this bylaw the City of Parksville may, by its employees or other persons, at a reasonable time and in a reasonable manner, enter on the property and effect the removal at the expense of the person who failed to comply;

Where the owner, at whose expense removal is carried out under this section, does not pay the costs of removal on or before December 31 in the year the removal was done, the costs shall be added to and form part of the taxes payable on the property as taxes in arrears.

- 14.5 The City shall not be responsible for any damage incurred to any sign, or to any building or property from which such sign is required to be removed under the terms of this bylaw as a result of the removal of such sign.

Bylaw 1511.1 adopted March 2, 2015, added the following section:

- 14.6 Where an owner of a sign is ordered to remove a sign in accordance with Sections 14.1, 14.2 and 14.3 of this bylaw and fails to undertake removal in the required time frame; before the City proceeds to take action on the owner's default, the owner shall be notified in writing of the City's intent to proceed and provided with an opportunity to be heard by Council.

15 LAWFUL NON-CONFORMING SIGNS

- 15.1 A sign lawfully in existence at the time of the adoption of this bylaw shall not be rebuilt, reconstructed, or moved unless in conformity with the provisions of this bylaw, and the contrary shall be unlawful.
- 15.2 Despite Section 15.1, a sign lawfully in existence at the time of the adoption of this bylaw may continue to be used and maintained provided it is not an obsolete sign.
- 15.3 Any sign authorized by Council through issuance of a Development Permit or Development Variance Permit shall be considered lawful while the permit remains valid provided it is not an obsolete sign.
- 15.4 Nothing in this bylaw shall be taken to relieve any person from complying with the provisions of any other City bylaw.

16 ENFORCEMENT

- 16.1 The Director of Community Planning, Building Inspector and Bylaw Compliance Officer of the City or their designate are authorized to administer and enforce this bylaw.

- 16.2 The Director of Community Planning, Building Inspector and Bylaw Compliance Officer of the City or their designate may enter, at all reasonable times, upon any premises to inspect and determine whether all regulations, prohibitions and requirements of this bylaw are being met, in accordance with Section 16 of the *Community Charter*.
- 16.3 No person shall interfere with or obstruct the entry of any authorized City representative onto any land to which entry is made or attempted pursuant to the provision of this bylaw.

17 PENALTY

- 17.1 Every person who violates any provision of this bylaw; causes or permits an act or thing to be done in violation to any provision of this bylaw; neglects or omits to do anything required by this bylaw; or fails to comply with an order, direction or notice made or delivered under this bylaw commits an offence and is liable, upon conviction, to the penalties prescribed under this bylaw and the "Bylaw Offence Notice Enforcement Bylaw, 2012, No. 1486" or any successor bylaw.
- 17.2 Any person who violates any provision of this bylaw shall, upon summary conviction, be liable to a penalty of up to \$10,000.00 per offence.
- 17.3 Each day that an offence occurs constitutes a separate offence.

18 VARIANCE

- 18.1 Variances to the provisions of this bylaw may be granted by Council of the City of Parksville through a Development Variance Permit pursuant to Section 922 of the *Local Government Act*.
- 18.2 Notwithstanding Section 18.1, where a development permit application has been submitted that includes a comprehensive sign design package and the sign design package contains signs that require variances of the applicable provisions of this bylaw, Council may grant these variances through approval of a Development Permit.

19 SEVERABILITY

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

READ A FIRST TIME this 7th day of July, 2014

READ A SECOND TIME this 7th day of July, 2014

READ A THIRD TIME this 7th day of July, 2014

RECONSIDERED AND FINALLY ADOPTED this 21st day of July, 2014

Original signed by Chris Burger

Mayor

Original signed by Debbie Comis

Corporate Officer

Consolidated under the provisions of the *Community Charter* to include Bylaws 1511.1.
Printed under the authority of the Deputy Corporate Officer of the City of Parksville this 4th
day of March, 2015.

Original signed by Amanda Weeks

Deputy Corporate Officer