



**TOWN OF
CHESTERMERE
APPLICATION
REQUIREMENTS FOR
A TEMPORARY SIGN
PERMIT**

**PORTABLE SIGNS BEING A
SIGN, EXCLUDING AN A-BOARD,
THAT CAN BE CARRIED OR
TRANSPORTED FROM ONE SITE
TO ANOTHER.**

An application for a Sign Permit shall be made by submitting to the Development Authority the prescribed form, signed by the owner or an authorized agent, and accompanied by three (3) replica of the proposed sign, drawn to scale showing:

- a) all dimensions of the sign structure, including the height and projection of the signs attached to buildings;
- b)
- c) the area of the sign and the copy face(s);
- d) the design of the copy face;
- e) the manner of all sign illumination and/or animation;
- f) the type of construction and finish to be utilized;
- g) the method of supporting or attaching the sign; and
- h) in the case of a freestanding sign, a site plan showing the sign location in relationship to property lines, parking and buildings and an elevation plan showing the height of the sign in relationship to the height of the principal building taking into account the gradient of the site.

The Development Authority may require additional copies of the application or of the sign replica.

If the sign is to be located other than on the applicant's property a statement of permission from the property owner is required to be provided.

**GENERAL REGULATIONS FOR
SIGNS**

In considering a development application for any sign, the Development Officer shall have due regard to the amenities of the district in which the sign is to be located and the design of the proposed sign and ensure that the sign does not conflict with the general character of the surrounding streetscape or the architecture.

All signs shall comply with any design guidelines established or approved by the municipality for the district in which the sign is located.

No sign shall be erected so as to obstruct free and clear vision of vehicular traffic, or be located, or display a light intensity or colour where it may interfere or be confused with any authorized traffic sign, signal or device and in doing so, create a traffic hazard.

Unless otherwise approved by an Approving Authority, signs which overhang or encroach any abutting municipal, provincial or federal property are prohibited.

Freestanding signs in any district shall not project within 0.5 m (1.5 ft.) of a property line.

Portable signs are permitted in any district on a temporary three (3) week basis, to a maximum of two (2) permits per year, for the advertisement of special events or functions.

Signs may be illuminated but not flashing.
No person shall erect, construct or maintain a sign or

display structure so as to create a hazard for pedestrian or vehicular traffic.

Electrical signs shall be erected, installed, and maintained so that they conform to all Provincial regulations.

The message on the sign shall relate to the use of the parcel(s) on which the sign is located.

The owner of a sign shall be responsible for maintaining the sign in a proper state of repair and shall:

- (a) keep it properly painted at all times;
- (b) ensure that all structural members and guide wires are properly attached to the sign and the building; and
- (c) wash or otherwise clean all sign surfaces as it becomes necessary

When a sign no longer fulfils its function under the terms of the approved Sign Permit or is deemed to create a hazard for pedestrian or vehicular traffic or is deemed to be in a state of disrepair such that it negatively impacts on the amenities of the neighborhood, the Development Authority may order the removal of such a sign, and the lawful owner of the sign or where applicable, the property owner, shall:

- (a) remove such a sign and all related structural components within 30 days from the date of receipt of such a removal notice; and
- (b) restore the immediate area around the sign, to the satisfaction of the Municipality, including the ground or any building to which the sign was attached, as close as possible to its original from prior to the installation of the sign.

When a sign cannot be clearly categorized as any one of the sign types defined in the *Land Use Bylaw*, the Development Authority shall determine the sign type and applicable controls.

SIGN TYPE BY REGULATION

Portable Signs

- a) Portable signs shall not be permitted within 15m (49.21 ft.) of a site which contains residential development.
- b) Portable signs shall not project within 600 mm (1.97 ft.) of a property line.
- c) Portable signs shall not be placed on private internal sidewalks and parking areas.
- d) Portable signs shall not exceed 6.75m² (72.66 sq. ft.) in sign area and shall not exceed 1.5m (8.20 ft.) in height.
- e) Only one portable sign is permitted per site.
- f) Each site is permitted one sign for two 3 week periods, for a total of six (6) weeks, per calendar year.
- g) Notwithstanding Section 9.11.11 portable signs containing messages relating to business, events and promotions may be located on parcels other than the parcel upon which the business, event or promotion occurs.

WARNING!

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WARNING!

It is the responsibility of the applicant to ensure that the work being carried out does not contravene the requirements of restrictive covenants, caveats, or any other restrictions that are

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