



City of Maple Ridge

**Sign Bylaw
Bylaw No. 7389 - 2017**

Effective Date:

DRAFT

City of Maple Ridge
Sign Bylaw No. 7389 - 2017

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City of Maple Ridge

Sign Bylaw No. 7389 - 2017

A bylaw to regulate signs within the City of Maple Ridge.

WHEREAS Pursuant to section 908 of the *Local Government Act*, R.S.B.C. 1996, c. 323 but subject to the provisions of the Motor Vehicle Act R.S.B.C. 1996, C318 and the Transportation Act, S.B.C., 2004 c. 44 Council may, by bylaw regulate the number, size, type, form, appearance and locations of signs in the City, and the bylaw may contain different provisions for different zones, different uses within a zone, and different classes of highways;

AND WHEREAS Pursuant to sections 8(4) and 65 of the *Community Charter*, S.B.C., C. 26 Council may, by bylaw regulate and impose requirements in relation to signs and advertising in the City and regulate or prohibit the erection, placing, alteration, maintenance, demolition and removal of a sign, sign board, advertisement, advertising device or structure;

AND WHEREAS Council wishes to allow for signs in the City, while simultaneously preserving and enhancing Maple Ridge's character, and ensuring that signs are designed, constructed, installed and maintained so that energy consumption is minimized, and public safety and traffic safety are not compromised.

NOW THEREFORE, the Council of the City of Maple Ridge enacts as follows:

Part 1 Citation

1.1 This bylaw may be cited as Sign Bylaw No. 7389 - 2017.

Part 2 Severability

2.1 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.

Part 3 Previous Bylaw Repeal

3.1 Sign Bylaw No. 4653 – 1992 (adopted on August 10, 1992) is hereby repealed and the following amendment bylaw is hereby repealed:

Maple Ridge Sign Amending Bylaw No.4762-1992.

Part 4 Definitions

For words not defined in this Bylaw, the definitions contained in the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw and the Maple Ridge Highway and Traffic Bylaw as amended from time to time shall apply. Where the same words are defined in more than one bylaw, the definition in this Bylaw shall apply for purposes of administering this Bylaw.

“Abandoned Sign” means any **sign** which no longer directs persons to or advertises a business, lessor, owner, product or activity conducted or product in existence or available on the **lot** where the **sign** is displayed or which is not identifying the owner, occupant, occupancy, user or use of the **lot** of a building or structure on the lot, on which such **sign** is situated.

“Awning” means a detachable system of fabric or other material which is supported entirely from the exterior wall of a building by a fixed or retractable frame.

“Awning Sign” means a non-illuminated **sign** on an awning which shall only be painted on, affixed flat against the surface of an awning by means of a decal, or form part of the fabric of an awning which does not extend vertically or horizontally beyond the limits of such awning.

“Balcony Sign” means a **sign** supported on, against or suspended from a balcony.

“Balloon Sign” means an inflated three-dimensional device which is affixed or anchored to the ground or a structure and which contains information and where the intent is to attract the attention of persons for the express purpose of the communication of that information.

“Banner Sign” means a flexible plastic or fabric **sign**, excluding an awning, affixed to a building that is used as a **temporary sign** but excludes a flag.

“Building” means any structure used or intended for supporting or sheltering any use or occupancy.

“Bench Sign” means a **sign** affixed to, painted or placed upon part of a bench located on public property at a bus stop, rest area or park.

“Billboard” means an exterior structure displaying advertising material for third parties of a non-accessory nature either electronically or pasted or otherwise affixed flat to the face of such structure and which exceeds 28m² (301 sq. ft.) in sign area.

“Bus Shelter” a covered structure intended to shelter bus patrons within or above public property which is approved by the City located at a bus stop in ordinary use by buses operated by a public transit authority.

“Business” means the carrying on of a commercial or industrial undertaking of any kind or nature or the providing of professional, personal or other services for the purpose of gain or profit.

“Business Premises” means that portion of a building owned, leased or rented by a person or persons for the conducting of a business.

“Building Official” includes the **Chief Building Official**, Building Inspectors, Gas/Plumbing Inspectors, Electrical Inspectors, Trades Inspectors, Safety Officers and Plan Checkers designated by the Corporation of the City of Maple Ridge.

“Bylaw Compliance Officer” means the person appointed from time to time by **Council** to act in the capacity as the City Bylaw Compliance Officer.

“Canopy or Marquee” means a permanent non-retractable hood, shelter or cover which projects from the wall of a building but does not include a projecting roof.

“Canopy Sign” means a **sign** attached to or constructed on the face of a **canopy**.

“Changeable Copy Sign” means a **sign** on which copy can be changed manually through the use of attachable letters, numerals, graphics or pictorial.

“Chief Building Official” means the **Chief Building Official** for the Permits and Inspection Services Department for the City of Maple Ridge or their designate.

“City” means the City of Maple Ridge.

“Clearance” means the vertical distance measured from **grade** to the lesser of the underside of a **sign** or its supporting structure or the bottom of an awning valance.

“Construction” means the erection, alteration, replacement, addition, removal, moving and demolition of Buildings, Structures and of all appurtenances thereto including without limitation, electrical and other systems, fittings appliances and accessories of every nature and kind, and includes all site preparation, excavation, filling and grading,

“Construction Sign” means a **temporary sign** promoting a **construction** or real estate development project which may also be used to identify the owner, general contractor, sub-trades, architect, engineers and others associated with the design, planning, development and financing of a project under construction.

“Copy” means letters, characters, numbers or graphics making up the message on a **sign**.

“Copy Area” means the area within a square or rectangle or a combination of these figures, which encloses all of the **signs copy**.

“Corner lot” means a **lot** at the intersection or junction of two or more **highways**.

“Council” means the Council of the City of Maple Ridge.

“Development Sign” means a **sign** required by the **City** to identify lands proposed for rezoning or a **sign** indicating that a site is being developed for any commercial or industrial purposes following Third Reading of a Zoning Amendment Bylaw for such change of zone. **Temporary signs** shall not be permitted for this purpose.

“Directional Sign” means a **sign** which only communicates information regarding pedestrian or vehicular movement on the **lot** on which the **sign** is located.

“Director of Planning” means the Director of Planning for the City of Maple Ridge or their designate.

“Directory sign” means a **sign** that identifies the occupants of a building containing more than one occupant.

“Election Sign” means a **temporary sign** promoting a political candidate, party, or cause in relation to a federal, provincial, municipal or school trustee election or public referendum.

“Electronic Message Board Sign” means a **sign** in or on which the information that is displayed can be changed automatically by means of the electronic switching of lamps or illuminated tubes.

“Erected” means attached, altered, built, constructed, reconstructed, enlarged, or moved and shall include painting of **signs** but does not include copy changes on any **Changeable Copy Sign**.

“Façade” means the exterior face of a building upon which a **sign** is to be placed.

“Façade Area” shall mean the area of the front of the **business premises**, and calculated only on the area parallel to the street measured from finished floor to finished ceiling and between the inner face of the walls that separate the **business premises** from adjacent businesses. Where there is no finished ceiling then measured to the underside of the lowest portion of the floor or roof framing.

“Facia Sign” means a flat **sign** attached to a building or structural element of the building, whether illuminated or not, running for its whole length parallel to the face of the wall to which it is attached and not projecting more than 300 mm (1.0 foot) from the face of the wall to which it is attached and which does not extend beyond the horizontal width nor above the roof line of the building or **business premises** to which it is attached. A **facia sign** may consist of individual letters or a continuous panel.

“Flag Sign” means a flag that represents an organization that is used as a **sign** but does not include a flag representing a country of the world or any Province, Canadian territory or municipal corporation.

“Flashing Sign” means an **illuminated sign** which contains flashing lights, which includes the illusion of intermittent or flashing light, by means of animation or an externally mounted intermittent light source exhibiting pronounced changes in light intensity or exhibits rapid repetition of illumination, but does not include a **Sign** indicating only the time, date, or temperature of electronically controlled messages.

“Freestanding Sign” means a **sign** which is entirely self-supporting and is neither attached to nor forms part of a building or structure.

“Frontage” means the length of the common boundary shared by the front **lot** line of that **lot** and a **highway** adjacent to the **lot** excluding a lane. On a corner **lot**, the frontage shall be the shorter of the **highway** boundaries, regardless of the direction the buildings on the **lot** face.

“Front Lot Line” means the lot line common to a **lot** and an abutting **highway** excluding a lane.

“Government Sign” means a **sign** authorized to be erected or placed within a **highway** or on a **lot**, under the provisions of any statute, Order-in-Council, bylaw, resolution of **Council** or by order of the **Municipal Engineer**, and includes, but is not limited to, traffic **signs**, signals, and pavement markings, street name **signs**, neighborhood identifications **signs**, park identification **signs** and public notice board **signs**.

“Grade” means the **grade** directly underneath the **sign**. Where a **sign** is located over a street, the **grade** shall mean the elevation established by the City for the surface of the public sidewalk or boulevard, excluding landscape berms and planter boxes.

“Height” of a **sign** means the vertical distance from **grade** to the highest part of the **sign** which includes any portion of architectural or structural features of the supporting frame.

“Highway” means the area of every public right of way lying between two property lines title to which area is vested in the City and which is designated or intended for or used by the general public for the passage of vehicles or persons and means the area of every public right of way lying within any City Park title to which area is vested in the City and which is designated or intended for or used by the general public for the passage of vehicles. This includes a street, road, lane, bridge, viaduct and any other way open to public use, but does not include a private right of way on private property

“Highway Encroachment Agreement” means an agreement entered into between an individual or company and the **City** to allow **signs** within a **highway** right of way.

“Home Occupation Sign” means a non-illuminated **sign** attached to the dwelling or accessory structure which indicates that a home occupation business, as permitted by Maple Ridge Zoning Bylaw, is conducted within the dwelling or accessory structure on the property where the **sign** is located provided a valid business licence for such business has been issued by the **City**.

“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 activity carried on in the building or institution or person or the occupation of the person.

“Illuminated Sign” means a **sign** designed to give forth any artificial light, either directly from a source of light incorporated in or connected with such **sign**, or indirectly from an artificial source, so shielded that no direct illumination from it is visible elsewhere than on the site itself.

“Logo” means a symbolic representation, not including any words, names or numbers unless part of a registered trademark, which is used exclusively to simplify advertising of a product, **business**, service or activity and which contains no additional identification, information or message.

“Lot” means “parcel” as defined under the Land Title Act, including a bare land strata lot, but excluding a lot created under the Condominium Act.

“Lot Line” means any line which forms the boundary of a **Lot**.

“Maximum Height” means the vertical distance measured from **grade** to the highest part of such **sign**. In the case of a **roof sign**, the **maximum height** shall be measured from the roof or parapet level at the location of sign placement which includes any and all architectural and structural design and detailing elements.

“Minimum Clearance” means the vertical distance measured from **grade** to the lower limit of such **sign**, sign structure or architectural element.

“Municipal Engineer” means the **Municipal Engineer** for the **City** or their designate.

“Mural” means a pictorial representation other than a logo or graffiti, painted on a building or structure, which is entirely decorative and does not identify or depict a land use, a **business**, the name of a person or place, or the sale of a product or service.

“Open House Sign” means a **temporary sign**, which advertises the location of a property for sale at which an open house is to be held.

“Permanent Sign” means a **sign** which is affixed to or constructed as part of a building structure or in the case of a **free standing sign**, mounted on a permanent base, column or pole that is attached to or sunk into the ground of the **lot** on which the business is operating.

“Portable Free Standing Sign” means a **sign** for business or information purposes, which can be readily moved from place to place and which is not affixed to a building, permanent structure or to the ground, and may include a **sandwich board sign or Temporary sign**.

“Portable Sign” means a **sign** not fixed to the land or to a building or structure and may include a **Banner sign** provided the maximum **sign** area does not exceed 1.2 metres by 2.4 meters (4x8 feet).

“Premises” means an area of land including its buildings and appurtenances.

“Prohibitive Sign” means a **sign** that provides a warning, prohibition or penalty respecting the site or **premises** on which it is located, such as “No Entry” “Danger” “Keep Out” or similar such **signs**.

“Professionals Building” is a building containing primarily office uses such as doctors, dentist, lawyers, architect, engineers and similar type professions.

“Premises” means an area of land including its buildings and appurtenances.

“Projecting Sign” means a **sign**, other than a **canopy** or **facia sign**, which projects perpendicular to the building face more than 300mm (1 foot) from the **façade** of any building or structure.

“Pump Island Canopy” means a canopy built to shelter fuels at a gasoline bar or gasoline service station and a **pump island canopy** that is L-shaped or angularly-connected shall be considered to be one **pump island canopy**.

“Pump Island Canopy Sign” means a **sign** attached to or constructed as part of a gasoline bar or gasoline service station **pump island canopy**.

“Real Estate Sign” means a **temporary sign** indicating that a parcel of land or property or **premises** on which the **sign** is located is available for rent, lease or sale.

“Revolving Sign” means any **sign** or portion of a **sign**, all or part of which revolves or rotates, or partly revolves or rotates, but does not include animated **signs**.

“Roof” means the top enclosure of a building that does not slope more than 60 degrees from the horizontal. A portion that slopes more than 60 degrees will be considered a **façade** if the area behind contains a **business premises**.

“Roof line” means the horizontal line made by the intersection of the wall of the building with the top of the roofing covering or parapet of the building. In the case of a building with a pitched roof, the roof line shall be at the level of the eaves.

“Roof Sign” means any **sign** erected or placed wholly or partly above the top of the **roof line** of a building.

“Sandwich Board Sign” means a one or two faced non-illuminated **sign** located within a municipal **highway** right of way that has been approved by the Municipal engineer.

“Sign” means any structure, device, advertisement, advertising device, graphic, display or visual representation that is visible from any street, **highway**, lane or private property, used to advertise, identify, or communicate information or attract the attention of the public for any purpose and without limiting the generality of the forgoing includes any symbols, letter, figures, illustrations or painted forms, but does not include a flag, **mural**, traffic control device, or any element which is an integral part of the design of a building.

“Sign Area” means the total area within the outer edge of the frame or border of a **sign**. Where a **sign** has no frame, border or background the areas of the **sign** shall be the area contained within the shortest line surrounding the whole group of letters, figures or symbols of such **sign**. Except as hereinafter provided, each side or face of a multi-faced **sign** shall be counted in computing the **sign** area thereof. If a side or face of a multi-faced **sign** cannot be seen by a person not on the **lot** where the sign has been erected, it shall not be counted in computing the **sign area** thereof.

“Sign Owner” means the person, or his or her authorized agent in lawful control of a **sign**.

“Sign Permit” means a **sign** permit issued pursuant to this Bylaw.

“Special Event Sign” means a **temporary sign** indicating that a community event or activity is taking place, or is being carried on and excludes third party advertising.

“Temporary Sign” means a **sign**, whether or not it is electrified, which may be moved or removed and is in place for a limited period of time.

“Third Party Advertising” means a **sign** advertising a **business**, merchandise, service or activity which is not sold, produced, manufactured, furnished or performed on the **lot** on which the **sign** is located.

“Under Awning Sign” means a **sign** suspended from, and entirely under, an **awning**.

“Under Canopy sign” means a **sign** suspended from, and entirely under, a **canopy**.

“Vehicle Sign” means any **sign** or **signs** attached to or painted on or otherwise attached to a vehicle where the principle purpose of the vehicle is to serve as a **sign** or a **sign** support structure.

“Wall Sign” means a **sign** which is painted on or attached generally parallel to a building facade and includes permanent **signs** installed inside a window which are intended to be viewed from the outside.

“Window Sign” means a **sign** painted on or attached to, mounted or suspended behind or installed on a window for viewing from outside the **business premises** but excludes seasonal holiday lighting and decorations, hours of business, street addresses, telephone numbers, accreditation **signs** and credit card logos.

Part 5 Interpretation

- 5.1 Metric units of measurement are used for all measurements in this Bylaw. The use of Imperial measurements in this Bylaw is for convenience purposes only. Should there be a dispute the valid measurement defaults to metric.

Part 6 General Provisions

- 6.1 No person shall set up, exhibit, erect, place, alter, move or maintain a **sign** in the City except those permitted by and in conformance with this Bylaw. A valid **sign** or demolition permit shall be obtained prior to the set-up, exhibition, erection, placing, altering, maintaining or demolition of a **sign** pursuant to this Bylaw. **Changeable copy signs** and **electronic message board signs** are not considered altered by virtue only of the message being changed.
- 6.2 The issuance and subsequent approval of any **sign** permit does not relieve the owner of said **sign** from ensuring the **sign** continues to comply with the provisions of this bylaw. Should any **sign** become non-compliant with this bylaw any **sign** permits and subsequent approvals shall be void and it shall be as if a permit was never issued, and the enforcement provisions of this bylaw shall be in effect.
- 6.3 The design of every **sign** shall be aesthetically pleasing and shall not detract from the architectural integrity of any building or structure to which it is attached, or beside which it is located.
- 6.4 The arrangement and grouping of **signs** on a building shall be integrated with the architecture of said building.
- 6.5 The determination of clauses 6.3 & 6.4 may require an application to the planning department where the building has been constructed under a development permit.
- 6.6 Structural supports, bracing and ties for **signs** shall be kept to a minimum number, consistent with structural adequacy and as much as possible shall be concealed within the body of the **sign** itself.
- 6.7 All **signs** together with their supporting structures and any electrical equipment shall be kept fully operable, in good repair and maintained in a safe and clean condition.
- 6.8 No **sign** shall be erected, rebuilt, enlarged, extended, relocated or attached to, suspended from, or supported on any structure or the lands on a lot unless the **sign** fully complies with the provisions of the Maple Ridge Building Bylaw and this Bylaw.

- 6.9 No **sign** shall be erected or lit in such a manner as to interfere with the visibility or safe operation of a traffic control device or to interfere with motorist visibility at an access to or egress from a highway or so as to be unsafe to the public in the vicinity of such **sign**.
- 6.10 Any **sign** erected in contravention to this Bylaw may be removed at the expense of the owner, applicant or lessee.
- 6.11 **Signs** not specifically permitted or referenced in this Bylaw are prohibited.
- 6.12 Nothing in this Bylaw shall be taken to relieve any persons from complying with the provisions of any other Bylaw of the **City**.
- 6.13 This Bylaw applies to the entire area of the **City**.
- 6.14 No **sign**, canopy or structural element for the support or protection of a **sign** shall have affixed to or contain any flashing, animated, rotating, moving or oscillating electrical components, except for **electronic message boards** unless expressly permitted in this Bylaw.
- 6.15 A permit may be issued for either one **banner sign** or one **portable freestanding sign** per lot, at any one time, but not both at the same time.
- 6.16 **Signs** projecting over a pedestrian area shall have a **minimum clearance** of at least 2.4 m (8.0 ft) above **grade**, while **signs** projecting over an area frequented by vehicular traffic shall have a **minimum clearance** of at least 4.2 m (13.8 ft) above **grade**. No **sign** shall project over the travelled portion of a **highway**.
- 6.17 The illumination for any **sign** shall not create a direct glare upon any surrounding **lot** or **highway**.
- 6.18 Any **sign** unlawfully occupying a portion of a **highway** or public place may be removed by a **Bylaw Compliance Officer**. The fees for recovery of the **sign** are set out in Schedule "D" of this bylaw. **Signs** not recovered within fourteen (14) days of impoundment may be disposed of by the **City**.
- 6.19 Directory signs are only permitted to be installed within a building.
- 6.20 **Professionals building** are to be identified by a building name only whether installed on the building or a **freestanding sign**.
- 6.21 All **signs** are to be located on the **premises** to which they pertain.
- 6.22 No **signs** shall create a real or potential hazard to the safe, efficient movement of vehicular or pedestrian traffic.
- 6.23 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.
- 6.24 Where hoarding is erected on any street during the construction or alteration of a building, no **signs** other than those relating to the said **construction** or alteration shall be placed upon the said fence or hoarding.

Part 7 Exemption

7.1 This Bylaw does not apply to:

- (a) notices issued by the government of Canada, the government of British Columbia, a Court, by the City or by the School Board;
- (b) traffic control devices provided for in the Motor Vehicle Act;
- (c) **signs** erected by the Provincial Ministry of Highways for highways purposes. These **signs** may be flashing and/or illuminated where special circumstances or safety dictates;
- (d) **signs** on or over **City highways** installed or authorized by the **Municipal Engineer** for control of traffic and parking or for street names and direction;
- (e) Development Signs required by the **City** during the processing of development applications,
- (f) **signs** located in the interior of buildings and not visible from a **highway** including **directory signs**;
- (g) **murals** provided that the **mural** does not advertise or intend to advertise a specific product or service and they are located on public use buildings or on properties where a Development Permit specifically permits such use;
- (h) public art provided that the public art has been authorized by the city under a separate agreement and the public art is located on public use buildings or on properties owned or authorized through said agreement;
- (i) non-illuminated **signs** inside a store window limited to providing the following information:
 - (i) store hours;
 - (ii) whether the store is open or closed; or
 - (iii) the existence of a sale, where the **sign** is present for not more than thirty (30) consecutive days in any one (1) ~~six (6) month period~~ three (3) month period;
- (j) display of goods inside store windows or inside store fronts;
- (k) flags and emblems of civic, or non-profit societies, educational, religious organizations;
- (l) **signs** authorized by the **Municipal Engineer** in connection with public conveniences including **signs** on benches, bus stop shelters, and other similar structures;
- (m) **signs** containing the building number and street name only, provided the **sign** area does not exceed 0.18 sq. m. (2 sq. ft.) and the numbers or lettering shall not exceed 20 cm (8 in) in height;
- (n) the Flag of Canada or the Flag of British Columbia;
- (o) a **sign** required by law including **prohibitive signs**;
- (p) **home occupation signs** provided they are not larger than 0.18 sq. m. (2 sq. ft.) and are attached to the dwelling or building where the home occupation business is operated from;

- (q) **signs** depicting danger, hazard or other safety conditions erected by an individual authorized by a public agency in the performance of his or her duty;
- (r) memorial plaque, historical tablet and similar markers provided it does not exceed 2.2 sq. m. (24 sq. ft.) in area and 2.4 m (8 ft.) in height;
- (s) neighbourhood watch or block parent **sign**;
- (t) permanent subdivision identification **sign** such as an entry gate **sign** provided the **sign** is authorized by a Development Permit or by the Approving Officer at the time of subdivision approval;
- (u) **signs** erected by the **City** for municipal purposes;
- (v) sponsorship **signs** (for the purpose of acknowledging sponsors but not for advertising sponsor's products) erected by the City's Parks & Recreation Department and/or Community Groups provided the **sign area** does not exceed 3.0 sq. m. (32 sq. ft.);
- (w) **window sign** provided the **sign** does not cover more than 50% (fifty percent) of the window area facing a single elevation of the **business premises** to which they pertain;
- (x) **banner sign** used by the **City** and non-profit and community organizations for special event and fund raising activities, provided the Banner is used exclusively for:
 - (i) promotion of a special event for a period of no longer than thirty (30) consecutive days in a six (6) month period;
 - (ii) street beautification purposes in the **City's** downtown core;
 - (iii) the **sign area** of the banner does not exceed 2.2 sq. m. (24 sq. ft.) and
 - (iv) the banner receives **City** approval prior to the erection of such **sign**.
- (y) **temporary sign** advertising a special event for a community cause or charitable fund raising campaign not exceeding in area of 2.2 sq. m. (24 sq. ft.);
- (z) **temporary sign** advertising an opening date of a place of business or a change of proprietorship provided:
 - (i) the **sign area** does not exceed 2.2 sq. m. (24 sq. ft.) and;
 - (ii) the display of the **sign** is limited to no more than 30 (thirty) consecutive days;
- (aa) City of Maple Ridge welcome **signs** or transit information **signs**;
- (bb) vehicle **signs** except when the vehicle is stationary and visible from a **highway** for a period in excess of four (4) hours.
- (cc) "Beware of Dog", "No Trespassing", "No Discharging of Firearms" and "No Dumping" **signs**, and **signs** warning the public of existence of danger provided none of the **signs** exceed 0.2 sq. m. in area and do not exceed 1.2m (4 ft.) in height.

Part 8 Prohibited Signs

- 8.1 **Signs** that are not expressly permitted or exempted by this bylaw are hereby prohibited.
- 8.2 Without restricting or limiting the generality of the foregoing, the following **signs** are specifically prohibited:
- 8.2.1 Any flashing, animated or chasing-border **signs**, digital videos or moving **signs** of any kind (other than the plainly illuminated hands of a clock or temperature indication), or any **sign** in respect of which any part thereof is flashing, animated or moving. This subsection applies to any strobe light or other devices which have emissions whether emitting sound, odour or other matter except as specifically permitted under this bylaw;
 - 8.2.2 Pennants, bunting, flags (other than patriotic flags), balloons or other inflatable devices;
 - 8.2.3 **Banner signs** except as specifically permitted under this bylaw;
 - 8.2.4 **Roof signs, balcony signs** and **signs** mounted or supported above the canopies **roof line** except as specifically permitted under this bylaw;
 - 8.2.5 Any **signs** that obstruct any part of a doorway, balcony, or a window that would otherwise be capable of opening;
 - 8.2.6 Off-**premises** or **third party advertising signs** except where specifically provided for elsewhere in this bylaw;
 - 8.2.7 **Election signs** are prohibited on any municipal park land or buildings owned or leased by the **City**.
 - 8.2.8 Any open tube neon **sign** except;
 - (a) those exempted pursuant this Bylaw;
 - (b) those permitted by a Development Permit;
 - (c) those permitted inside windows of a **business premises** pursuant to this Bylaw;
 - 8.2.9 any **sign** on the side of any fascia, awning or canopy;
 - 8.2.10 **signs** recessed in canopies or awnings above fuel dispensing facilities;
 - 8.2.11 flashing **sign**, except as permitted under Part 7 of this bylaw;
 - 8.2.12 **roof signs**;
 - 8.2.13 **portable signs**, excluding sandwich-board **signs** except as specifically permitted under this bylaw;
 - 8.2.14 **revolving signs**, except as permitted under Part 7 of this bylaw;
 - 8.2.15 **billboard signs**;

- 8.2.16 gas or other inflated **signs** supported from the ground or roof by rope or wire line;
- 8.2.17 no **signs**, whether made out of paper, cardboard, cloth, canvas, plastic or similar materials, 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. This section shall not apply to banners, posters, placards, or notices posted by or on behalf of the **City** pertaining to municipal matters, or police traffic control **signs** and notices; and
- 8.2.18 any other **sign** not specifically permitted or mentioned under this Bylaw.

Part 9 Non-Conforming Signs

- 9.1 Any **sign** or advertisement lawfully erected, constructed or placed prior to the adoption of this Bylaw, although such **sign** does not conform with the provisions of this Bylaw, may remain and continue to be used and maintained, provided however, that no such **sign** shall be reconstructed, altered or moved in the **City** unless such **sign** shall be made to conform in all respects with the provisions of this Bylaw.

Part 10 Maintenance of Signs

- 10.1 Every **sign** shall be maintained in good repair and in a neat and safe condition at all times.
- 10.2 Normal **sign** maintenance including lighting and refurbishing of **signs** shall not require a **Sign Permit** but shall conform to all other requirements of this Bylaw.
- 10.3 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 **sign area**, background, copy 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.

Part 11 Sign Permits and Fees

11.1 Requirements for a Permit

- 11.1.1 Every person proposing to construct, erect, place, alter, rebuild, reconstruct, **replace**, move, demolish or remove a **sign** shall obtain a **sign** permit as if required by this Bylaw, and all necessary approvals as required by the Maple Ridge Building Bylaw and Maple Ridge Zoning Bylaw and Maple Ridge Highways and Traffic Bylaw and Maple Ridge Parking Bylaw

11.2 Application Requirements

- 11.2.1 An application for a **sign permit** shall be made to the Building Department and shall:
 - (a) be made in the form provided by the **Chief Building Official**;
 - (b) be signed by the property owner or their agent;
 - (c) be accompanied by the required sign permit fees as set out in Schedule A to

this bylaw;

- (d) where electrical work is required include the electrical permit application and associated electrical permit fee;
- (e) specify:
 - (i) the street address of the **premises** and legal description of the **lot** on which the proposed **sign** will be located;
 - (ii) the name and address of the owner of the **business premises** or **lot** or the company for whose benefit the **sign** is intended and where the application is made by an agent of the owner or company, the name and address of the agent;
 - (iii) if the installer is other than the applicant, include installers information under “contractor information” on application form;
- (f) be accompanied by 2 original sets of drawings specifying:
 - (i) site plan of **lot** showing existing and proposed setbacks, in accordance with the City’s Zoning Bylaw, of all existing and proposed structures and **signs**. Survey may be required;
 - (ii) scaled drawings showing location, type, size, construction, colour, finishing material and estimated costs of all proposed **signs**, or proposed changes to existing **signs** and supporting structures;
 - (iii) cross section of the sign showing details of how the sign is to be attached to the building or supporting structure.
 - (iv) scaled drawings showing the dimensions of the **sign** and the dimensions of the **façade area** to which it is attached;
 - (v) the dimensions of the supporting structure of the **sign**;
 - (vi) the **maximum height** and **minimum clearance** of the **sign** from **grade**;
 - (vii) the off-street parking area, parking lot aisles, site access points, **on-site directional signs** and driveways, where applicable to the sign type;
 - (viii) the dimensions and area of any proposed landscaped areas, if applicable to the **sign** type;
 - (ix) The dimensions and area calculations of all **copy** of the proposed **sign**;
 - (x) for an illuminated **sign**, information on the technical means by which the illumination is to be accomplished;
 - (xi) where the **sign** is to be attached to an existing building, a current photograph of the **façade** to which the **sign** is to be attached;
 - (xii) structural, footing details and material specifications for proposed **freestanding signs**;
- (g) the **Chief Building Official** will require all **freestanding signs** to be sealed by a structural engineer with the applicable Building Code Letters of Assurance included as part of the submission.
- (h) All new **facia signs, awnings, canopies** being mounted to or supported by the building will require drawings sealed by a structural engineer with the BC

Building Code Letters of Assurance.

- (i) all signs where their mounting system penetrates the building envelope and the building was constructed under the supervision of a registered professional taking responsibility for the building envelope, shall have the connections reviewed and approved by a Registered Professional to ensure the building envelope is not compromised.
- (j) any other information that is relevant to the issuance of the **sign** permit.

11.3 Permit Fees

As per Schedule “A” of this Bylaw.

11.4 Permit Expiry

Where application has been made for a permit and the proposed work set out in the application conforms to this and all other bylaws of the City’s and the British Columbia Building Code the Building Department shall issue a **Sign Permit** for which the application is made. The permit shall expire if active work at the site is not commenced and inspected within a period of ninety (90) days from the date of issue of the permit.

11.5 Refusal of Permit

11.5.1 The **Chief Building Official** may refuse to issue a permit if:

- (a) the information submitted for the **Sign Permit** is contrary to the provisions of this bylaw;
- (b) the information required to be submitted under this bylaw is incomplete or incorrect;
- (c) issuance is prohibited by or does not comply with the provisions of a Municipal Bylaw, the British Columbia Building Code or the specification of the “Canadian Electrical Code” adopted by the Canadian Standards Association;
- (d) the **sign** does not comply with a development permit issued to a property where the **sign** is to be installed; or
- (e) the **sign** creates a potential hazard to the safe efficient movement of vehicular or pedestrian traffic.

11.5.2 Notwithstanding any clause in this bylaw, if any work for which a permit is required by this bylaw has been commenced before the permit has been issued by the **City**, the applicant shall pay the **City** a permit fee that is equal to 2 (two) times the permit fee described in Schedule A – Sign Permit Fees of this bylaw.

Part 12 Inspections and Regulations

12.1 Inspections for Compliance

12.1.1 The **Chief Building Official** or any other official of the City is hereby authorized to enter at all reasonable times on any property, building or **premises** that is subject to regulation under this bylaw to ascertain whether the regulations and provisions

of the bylaw are being or have been complied with and any person employed from time to time by the **City** as the **Chief Building Official, Bylaw Compliance Officer** or **Building Official** is hereby designated to act in their place for the purpose of administering this Bylaw.

- 12.1.2 The **Building Official** and **Bylaw Compliance Officer** and their respective designates have the authority to order the painting, repair, alteration, clean-up or removal of **signs** which have become deteriorated, dilapidated, abandoned or which constitute a hazard to public safety.
 - 12.1.3 Where necessary, the projecting cantilever system shall be used to support **signs**, and in no case shall the “A” frame system be used.
 - 12.1.4 No **sign**, nor any guy, stay, or attachment thereto shall be erected, placed or maintained by any person on rocks, fences or trees, except in the case of **temporary signs** complying with the requirements of this Bylaw and decorative logo designs painted upon or affixed to a temporary construction fence or hoarding erected on a construction site only, for a time period not exceeding the period of construction.
 - 12.1.5 No **sign**, guy, stay or attachment thereto shall interfere with any electric light, power, telephone or telegraph wires, or the supports thereof.
 - 12.1.6 Every **sign** and the immediate surrounding **premises** shall be maintained by the owner or person in charge thereof in a clean, sanitary and inoffensive condition and be free and clear of all obnoxious substances, rubbish and weeds.
 - 12.1.7 A **Building Official** may order the correction of any work which is being or has been improperly done under a permit.
 - 12.1.8 A **Building Official** may order the cessation of work that is proceeding in contravention of this bylaw by the placing of a “Stop Work Order” on the building, **sign** or elsewhere as appropriate on the **lot** on which the contravening work is taking place.
 - 12.1.9 It shall be unlawful for any person to continue to work once a Stop Work Order has been issued.
 - 12.1.10 It shall be unlawful for any person to tamper with, deface or remove a Stop Work Order once it has been placed on the property by the **Building Official**.
- 12.2 **Special Approvals**
- 12.2.1 No **sign, awning** or **canopy** shall be displayed upon or suspended over any **Highway** or public place unless the owner has entered into a **Municipal Encroachment License Agreement** with the **City** and has deposited a comprehensive general liability insurance policy for limits of not less than five million dollars (\$5,000,000) inclusive and duly endorsed to note the insured’s acceptance of contractual liability under the “Hold Harmless” clause in the **Municipal Encroachment License Agreement** and further endorsed to note such policy will not be lapsed or cancelled without thirty days written notice to the **City** as long as the named insured’s **sign** remains on or over any **highway**. A copy of each renewal certificate shall be

deposited with the **City** as a condition for the continued display of such **sign**.

12.2.2 In the event that the owner shall fail or neglect to provide the insurance coverage required by this section, it shall be lawful for the **City** to forthwith and without prior notice, order the owner to remove such **sign** which is erected on private premises but encroaches onto or over a **highway** or public place and the said **sign** shall be removed forthwith, and in default thereof by such owner, it shall be lawful for the **Municipal Engineer** with such employees or agents of the **City** as he may deem requisite, to enter upon the said **premises** and effect such removal at the expense of the person in default, and the **City** shall recover the expense thereof, with interest at the rate of six (6) percentage per annum, with costs in like manner as Municipal Taxes on the said **premises**.

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

12.2.4 **Construction signs** for the purposes of identifying the location of a development and are not located on the **premises** to which they pertain are only permitted under the approval of the **municipal engineer** and are to comply with Clause 6.9 and sub-clauses 12.2.1 to 12.2.3 of this bylaw.

12.3 Removal of Signs

12.3.1 The owner of any **lot** upon which an **abandoned sign** is located shall remove such **sign** within fifteen (15) days of the same becoming an **abandoned sign**.

12.3.2 The **Chief Building Official, Bylaw Compliance Officer** or their designate may remove from public property any **sign** installed or placed without a valid permit.

12.3.3 Recovery costs for impounded **signs** are as per Schedule D of this bylaw.

12.4 Comprehensive Sign Plan

12.4.1 Any development site in any Commercial or Industrial zoned **lot** that is comprised of a number of individual **businesses** forming a comprehensive development unit may make application for comprehensive **sign** plan approval. Such a plan, which shall include the location, size, height, colour, lighting and orientation of all **signs**, and shall be submitted for approval to the **Chief Building Official** or their designate.

12.4.2 Such a comprehensive plan shall comply with the overall **sign area** and density regulations of the bylaw and shall result in an improved relationship between the various parts of the plan.

12.5 Development Permit Areas

- 12.5.1 On lands which have been designated Development Permit Areas, **sign** regulations contained in this Bylaw may be varied through the application and approval of a Development Variance Permit by **Council**. The erection of a new **sign** or the replacement, alteration or modification of an existing **sign** (a **sign** permitted and constructed through a Development Permit) which has been included in an existing Development Permit, shall require an amendment to the Development Permit.
- 12.5.2 All buildings submitted for a Development Permit are to include the type, size and location of all signage for the development. This signage is to comply with this bylaw and any other bylaws referenced herein.

12.6 Variance

- 12.6.1 Variances to the provision of this Bylaw may be granted by **Council** through a Development Variance Permit in accordance with the City of Maple Ridge Zoning Bylaw.

Part 13 Specific Sign Regulations

The following regulations apply specifically to the types of **signs** referred to in each section heading. For sign size and area calculations please see the Schedules “E” thru “J” appended to this bylaw.

13.1 Awning signs:

- 13.1.1 shall be permitted in Commercial, Industrial and Public Service zones;
- 13.1.2 shall not be electrified;
- 13.1.3 may only be lighted from within the awning structure;
- 13.1.4 shall have the same **sign copy area** as that permitted in Section 13.3 of this bylaw for requirements of **facia signs**;
- 13.1.5 shall have a **minimum clearance** of 2.5 metres (8.2 feet) from **grade** immediately below the **sign** and shall not project below the lower edge of the awning;
- 13.1.6 shall be no higher than the **roof line** of the building to which it is affixed;
- 13.1.7 **Under awning signs** are permitted to a maximum area 0.28 square metres (3.0 square feet) and shall comply with 13.1.6 for **minimum clearance**.
- 13.1.8 Only one **under awning sign** is permitted per **business premises**.
- 13.1.9 **Under awning signs** are only intended to direct the attention of pedestrian traffic to a **business** and are not intended to be directly illuminated.

13.2 Canopy Signs

- 13.2.1 Shall be permitted in Commercial, Industrial and Public Service zones;
- 13.2.2 shall have a **minimum clearance** of 2.5 metres (8.2 feet) from **grade** immediately below the **sign** and shall not project below the lower edge of the **canopy**;
- 13.2.3 The maximum **sign area** shall be 0.6 square metres (6.5 square feet) per lineal metre of **canopy** for the **business premises** to which it is affixed and a maximum **copy area** of sixty (60) percent of the **sign area**.
- 13.2.4 For theatres and cinemas, the maximum **sign area** shall be 1.6 square metres (17.2 square feet) per lineal metre of the **business premises canopy** to which it is affixed and a maximum **copy area** of sixty (60) percent of the **sign area**, but in no case shall the **sign area** exceed 60% of the canopy area to which the **sign** is affixed.
- 13.2.5 No **canopy sign** shall extend or project above the upper edge of a **canopy** or **marquee** by more than 600mm (2.0 feet)
- 13.2.6 The vertical dimension of a **canopy sign** shall not exceed 600mm (2.0 feet). For theatres and cinemas the maximum shall be 1.5 metres (4.9 feet).
- 13.2.7 **Under Canopy signs** are permitted to a maximum area 0.28 square metres (3.0 square feet) and shall comply with 13.2.2 for **minimum clearance**.
- 13.2.8 Only one **under canopy sign** is permitted per **business premises**.
- 13.2.9 **Under Canopy signs** are only intended to direct the attention of pedestrian traffic to a **business** and are not intended to be directly illuminated.

13.3 Facia Signs

- 13.3.1 Only the **façade** of the **business premises** on which the **sign** is located shall be used for **sign area** calculations.
- 13.3.2 A **facia sign** shall not project more than 300 mm (1.0 feet) beyond the building face and shall not extend above the sill of any window or above guard rails or balustrades immediately above such **signs**.
- 13.3.3 The **minimum clearance** of a **facia sign** shall be 2.5 metres (8.2 feet) from **grade** immediately below the **sign**; provided however, that this subsection does not apply to:
 - (a) **Facia signs** created by printing, painting or inscribing directly upon a wall of a **building** or where the facia does not project more than 2.54cm (1 inch) beyond the **façade** of the **building**;
 - (b) **Facia signs** situated entirely over private property and immediately above a permanently landscaped area;
 - (c) **Facia signs** entirely recessed into the wall to which they are affixed;
- 13.3.4 No part of a **facia sign** shall project above the **roof line** of the wall to which it is affixed.

13.4 Changeable Copy sign

13.4.1 shall be permitted on all “C”, “CS” & “H” zoned lots;

- (a) if installed as part of a **facia sign**:
 - (i) does not have a **sign** or **copy area** in excess of that permitted for a facia sign as determined under schedules G, H & I of this bylaw;
- (b) if installed as part of a **freestanding sign**:
 - (i) shall be sized in compliance with schedule G, H & I of this bylaw and shall form an integral part of the **freestanding sign**;
 - (ii) does not display any advertising relating to a business, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the **lot** or **premises** on which the **changeable copy sign** is located;
 - (iii) is not placed within 7.5 metres of an abutting **lot**, if that **lot** is located in an agricultural or residential zone; and
 - (iv) Where permanent **changeable copy signs** are installed, no **portable free standing signs** are permitted or
- (c) Are prohibited as part of an **under canopy sign** or **under-awning sign**.

13.5 Freestanding Signs

13.5.1 The **minimum clearance** of a **freestanding sign** shall be 2.5 metres (8.2 feet) provided, however, that **freestanding signs** may be less than 2.5 metres (8.2 feet) from **grade** where:

- (a) they are situated on or over land other than that used from time to time as a place for the parking of automobiles or used as a driveway;
- (b) such **signs** do not obscure the view from a road or sidewalk or other premises in the vicinity; and
- (c) where such **signs** are an integral part of a permanent comprehensibly designed landscaped area, such landscaping to be in size equal to that of the **sign** and shall fully contain the entire length and width of the **sign**.

13.5.2 Where a **freestanding sign** projects over a vehicular traffic area such as parking lot aisles or driveways, a **minimum clearance** of 4.2 metres (13.8 feet) shall be maintained. Where the vehicle traffic area serves as the fire department access route this **minimum clearance** shall be increased to 5 metres (14.60 ft).

13.5.3 The **maximum height** of a **freestanding sign** shall be 10.5 metres (34.5 feet).

13.5.4 A **freestanding sign** may be located in a required yard provided that such **sign** does not obstruct vehicle site lines when entering or exiting the **lot** and that no portion of the **freestanding sign** is closer than 1.5 metres (4.9 feet) to:

- (a) the point of intersection of the intersecting property lines on a corner **lot**;

- (b) any adjoining lot;
- (c) any **lot line**, and
- (d) any site access or exit points.

13.5.5 For each **freestanding sign**, landscaping around the base of the **sign** on the site shall be provided as follows:

- (a) 1 sq. m. (10 sq. ft.) of landscaping for every 1 sq. m.(10 sq. ft.) of **sign copy**; and
- (b) 0.2 sq. m. (2.2 sq. ft.) of landscaping for every 0.1 metres (4 inches) in height above 3 metres (9.8 feet).

13.5.6 For a **freestanding sign**, no guy wires shall be used. The support structure shall form an integral part of the design.

13.6 Projecting Signs

13.6.1 The **minimum clearance** of a **projecting sign** shall be 2.5 metres (8.2 feet) from **grade** immediately below the **sign**.

13.6.2 The maximum area of a **projecting sign** shall be seven (7) square metres (75.4 square feet) and the **copy area** of the **sign** shall not exceed sixty (60) percent of the **sign area**.

13.6.3 No part of a **projecting sign** shall project above the **roof line** of the wall to which it is affixed, except that the surrounding structure may extend 300mm (1.0 foot) above the parapet or **roof line** of a building provided the surrounding structure is not being used to calculate allowable **copy area**.

13.6.4 A projecting sign is not to be located any closer than 1.5 metres (4.9 feet) to the inner face of the walls that separate the **business premises** from an adjacent **business premises**.

13.6.5 The **projecting sign** may project 250mm (10 inches) from the **façade** for each metre that the **sign** is located from the nearest edge or corner of the **business premises** to which the sign pertains. In no case shall the projection exceed 1.5 metres (4.9 feet) beyond the **façade** to which it is affixed.

13.7 Portable Freestanding Sign

13.7.1 One (1) **portable freestanding sign** identifying a business may be permitted per legal lot provided that:

- (a) where a legal lot is comprised of a number of strata lots, only one **sign** is permitted for the parent legal lot;
- (b) the **sign** is no larger than 3 square metres (32.3 square feet) in area per **sign** face;
- (c) the **sign** shall not be located on any **highway**;

- (d) no **portable freestanding sign** shall be energized by any means other than that approved under the BC Electrical Code.

13.7.2 **Portable Freestanding Signs** pertaining to community campaigns, drives or events are subject to a permit as per Schedule C of this Bylaw.

13.7.3 A **Portable Freestanding Sign** shall be permitted for one thirty (30) day consecutive time period in a ninety (90) day period.

13.7.4 Any **Portable Freestanding Signs** up for longer than the permitted thirty (30) days may be removed at the owner's expense.

13.7.5 Any **Portable Freestanding Signs** placed on public right-of-way may be removed at the owner's expense without prior notification to the owner.

13.7.6 The conditions set out in section 13.7 of this bylaw do not apply to **City** sanctioned event advertising.

13.8 **Electronic Message Board Sign**

13.8.1 **Electronic Message Board Signs** shall be permitted to a maximum area of three (3) square metres (32.3 square feet) per **sign** face in addition to the allowable **Sign Area** for the primary **Freestanding Sign** in those zones identified in Schedule B of this bylaw.

13.8.2 **Electronic Message Board Signs** are only permitted to be attached to a building's **façade** when there are no **freestanding signs**.

13.8.3 **Electronic Message Board Signs** are not permitted on secondary **Freestanding Signs** on the same lot.

13.8.4 Where permanent **Electronic Message Board Signs** are installed, no **portable** or **changeable copy signs** are permitted.

13.8.5 Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the primary **freestanding sign**.

13.8.6 **Electronic Message Board Signs** are not permitted to have predominantly white backgrounds, are required to have a minimum 5 second image transition and are to comply with the advertising code of ethics.

13.8.7 **Electronic Message Board Signs** are not permitted to display any animated characters, digital videos or display information in a format that is typical to a commercial that would be viewed on a television.

13.9 **On Site Directional Signs**

13.9.1 One (1) **sign** not exceeding 0.75 square metres (8.0 square feet) per side shall be permitted at each entrance and exit from a property in addition to **signs** permitted in Schedule B of this bylaw.

13.10 Menu Board Signs

13.10.1 One (1) exterior menu board **sign** per drive through lane, not exceeding a total **sign** area of 3.0 square metres (32.2 square feet) shall be permitted for drive-through restaurant type businesses in addition to **signs** permitted in Schedule B of this bylaw.

13.11 Election Signs

13.11.1 **Election Signs** for federal, provincial, municipal and school trustee elections are permitted provided that:

- (a) in the case of provincial or federal elections, the **signs** are not erected more than thirty (30) days prior to the election or event and are removed within four (4) days after the election;
- (b) in the case of municipal and school trustee elections, the **signs** are not erected more than twenty (20) days prior to the general local election or event and are removed within four (4) days after the election;
- (c) the **sign** size does not exceed 1.48 square metres (16 square feet). This is for any single sign or combination of signs that when viewed together form a single message but when viewed independently provide no single cohesive message;
- (d) the **maximum height** of the election sign, above **grade**, does not exceed 2.44 metres (8 feet) and the **minimum clearance** above **grade** is not less than 0.305 metres (1 foot).
- (e) the maximum number of election signs permitted per candidate is 300 (three hundred);
- (f) the maximum number of **election signs** that are the size set out in section (c) per candidate is 100 (one hundred);
- (g) the **sign** is not illuminated;
- (h) the placement of the **sign** does not interfere with traffic sightlines at street intersections or with the safety of pedestrians.
- (i) the placement of **signs** are permitted on private property with the consent of the owner or occupant of the property;
- (j) **Elections Signs** are not permitted on any vehicles or trailers attached to vehicles or any roof top or any existing sign, with the exception of magnetic vehicle signs;
- (k) **Election signs** are prohibited on any municipal park land or buildings owned or leased by the city;
- (l) regulations regarding the size, placement and permitted dates for posting **Election Signs** apply to those posted on private property as well as public;

- (m) the **Bylaw Compliance Officer**, or their designate, may remove any **election sign** that the **Bylaw Compliance Officer** has reasonable grounds to believe is erected, placed or installed in contravention of municipal Bylaws;
- (n) **Election signs** that have been removed in accordance with clause 'n' above will be stored for a period of four (4) days and the candidate or their agent may claim the **sign(s)** during that period, following which the material may be destroyed or otherwise disposed of by the **City**. The Candidate or their Agent will be notified of the compliance issue with the **sign** and where the **sign** can be claimed; and
- (o) other than as authorized in writing by the City, no person shall display on any **election sign** or other election advertising, logo, trademark or official mark, in whole or in part, owned or licensed by the City.

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Part 14 Penalty and Enactment

14.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects to or refrains from doing anything required to be done by a provision of this bylaw, is guilty of an offence and is liable to the penalties imposed under this bylaw, and is guilty of a separate offence each day that a violation continues to exist.

14.2 Every person who commits an offence is liable on summary conviction to a fine not exceeding the maximum allowed by the Offence Act.

READ A FIRST TIME on [Date]

READ A SECOND TIME on [Date]

READ A THIRD TIME on [Date]

ADOPTED by the Council on [Date]

PRESIDING MEMBER

CORPORATE OFFICER

Schedules:

Schedule "A"	Sign Permit Fees
Schedule "B"	Cross Reference Table
Schedule "C"	Temporary Sign Request
Schedule "D"	Sign Impoundment Recovery Costs

Signs Permitted in;

Schedule "E"	Signs Permitted in all Zones
Schedule "F"	Signs Permitted in Agricultural and Residential Zones
Schedule "G"	All Commercial Zone
Schedule "H"	All Industrial Zones
Schedule "I"	All Institutional Zones

Schedule "A" – Sign Permit Fees

- a) Each applicant for a **sign** permit shall submit a non-refundable processing fee of \$62.00. If the **sign** is approved, this fee will be credited towards the appropriate permit fee as set out below.
- b) The following permit fee, will be assessed for all new **signs** based on total **sign area**. For multi-faced **signs**, the total **sign area** shall be the aggregate **sign area** on all faces.
- | | |
|--|----------|
| Up to 3 sq. m [32 sq. ft.]..... | \$136.00 |
| Larger than 3 sq. m [32 sq. ft.] up to 6 sq. m [64 sq. ft.]..... | \$201.00 |
| Larger than 6 sq. m [64 sq. ft.] up to 10 sq. m [110 sq. ft.]..... | \$268.00 |
| Larger than 10 sq. m [110 sq. ft.] up to 15 sq. m [160 sq. ft.]..... | \$337.00 |
| Larger than 15 sq. m [160 sq. ft.] up to 18.6 sq. m [200 sq. ft.]..... | \$403.00 |
| Over 18.6 sq. m [200 sq. ft.]..... | \$536.00 |
- c) If an applicant proposes to relocate or alter an existing **sign** (excluding a temporary on-site real estate development/construction **sign** or temporary off-site real estate development/construction **sign**) on the same lot without enlarging it, a relocation or alteration fee of \$126.00 plus applicable taxes will be charged under a sign permit.
- d) Enlargement, rebuilding, relocation and extension of an existing **sign** (in height, **sign area** or both) amounts to an erection of a new **sign** and requires a **sign** permit.
- e) Temporary on-site real estate development/construction **signs** and temporary off-site real estate development/construction **signs** shall be assessed the permit fee as stipulated in this bylaw and a removal deposit of \$500.00 shall be paid by the applicant. This deposit is refundable if the applicant removes the **sign** within the stipulated period. If the applicant fails to remove the **sign** to the satisfaction of the **City**, the removal deposit shall be forfeited and the City of Maple Ridge may use the money to offset the cost incurred by the City to remove the **sign**.
- f) **Temporary signs**, are subject to a security deposit of \$100. This deposit is refundable providing that all signs are removed within the agreed time frame.

Schedule "B" – Cross Reference Table

The following cross reference indicates the type of **sign** that shall be permitted in a specific zone.

This diagram is included FOR CONVENIENCE ONLY and is not part of the **sign** bylaw.

ZONE	SIGN TYPES								
	AWNING	CANOPY	CHANGEABLE Copy	DEVELOPMENT	FACIA	FREESTANDING	HOME OCCUPATION	PROJECTING	ELECTRONIC MESSAGE BOARD
All Agricultural "A" zones	√	X	√	X	X	√	X	X	X
All Single Family residential "R" & "C-D" zones	X	X	X	√	X	X	√	X	X
All Multi-Family residential "RM & RT" zones	X	X	X	√	X	X	X	X	X
All Commercial "C" zones	√	√	√	√	√	√	X	√	√
All Industrial "M" zones	√	√	√	√	√	√	X	√	X
All Institutional "P" zones	√	√	√	√	√	√	X	√	√
√ - PERMITTED in the zone X - NOT PERMITTED in the zone XX - PROHIBITED IN THE MUNICIPALITY									
XX Signs prohibited in the Municipality include:									
Animated; Billboards; Roof (unless approved by a DVP); Banner (Unless per Part 7)					Flashing/Oscillating; Audible/Odor; Paper/Cardboard; Balcony				

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Schedule "C" – Temporary Sign Permit Application

Pursuant to Sections 12.2 & 13.7 of Sign Bylaw No. 7389 - 2017

Date: _____

Name of applicant: _____ Applicant's phone number: _____

Applicant's e-mail address: _____

Name of group or organization (if applicable): _____

Address of group or organization: _____

Phone number of group or organization: _____

Event start date: _____ Event end date: _____

Date signs will be erected: _____

Number of signs: _____ Size of signs: _____

Sign copy:

Location of signs (please be specific):

Schedule "C" – Temporary Sign Permit Application

Pursuant to Section 12.2 & 13.7 of Sign Bylaw No. 7389 - 2017

This permit shall be valid and subsisting from the _____ day of _____ and shall expire on the _____ day of _____ at _____ pm AND at all times during the currency thereof, shall be subject to cancellation if the holder thereof shall neglect, fail or refuse to observe and to comply with all the requirements of Maple Ridge Sign Bylaw No. 7389 - 2017, and is issued subject to the following conditions:

- 1) That all necessary plans and specifications of any works involved have been deposited with the Bylaw & Licenses Services Department and have been approved;
- 2) That the applicant shall hold and save harmless the City of Maple Ridge from and against all claims, damages and lien claims of every kind, arising out of or in any way connected with any works or other things for which this Permit is issued;
- 3) That the applicant shall replace and repair all municipal infrastructure effected by the work and such infrastructure is to be returned to an equal or better condition than that which existed prior to the work, all within 24 hours of the completed work, to the satisfaction of the City of Maple Ridge;
- 4) That the applicant will deposit with the City a sum of One Hundred Dollars (\$100.00) in cash or cheque, to guarantee the fulfillment of the terms and conditions set out herein within the time specified in this permit.

(Name of applicant)

(Signature of applicant)

Office use only

Application: Approved or Declined

Authorization:

Municipal Engineer

Security Deposit \$ _____ (Refundable) Receipt No.: _____

Schedule "D" – Sign Impoundment Recovery Costs

Recovery costs for impounded signs are as follows:

Sign removal requiring equipment	\$150.00
Sign removal not requiring equipment	\$50.00

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Schedule “E” – Signs Permitted in All Zones

The following **signs** shall be permitted in all zones subject to the limitations set forth below:

- E-1 Traffic control signs as defined in the “Motor Vehicle Act”, subject to the provisions of said act.
- E-2 Signs required to; maintain or post a bylaw or government order, rule or regulation.
- E-3 Memorial plaques, cornerstones, historical tablets and the like.
- E-4 **Directional sign**, not exceeding 0.2 sq. m. (2.2 sq. ft.) in area, intended to facilitate the movement of pedestrians and vehicles within the site upon which such signs are located to identifying the location and nature of a building, structure or use which is not readily visible from the street, serving such building, structure or use.
- E-5 **Prohibitive Signs** not exceeding 0.2 sq. m. (2.2 sq. ft.) in area located on private property.
- E-6 **Temporary Signs** pertaining to campaigns, drives or events of political, civic, philanthropic, educational or religious organizations, require **Council** approval to erect such signs upon or over public property and such signs shall be removed within four (4) days after the event.
- E-7 Flags or emblems of political, civic, philanthropic, educational or religious organizations.
- E-8 **Real estate signs** provided that in all agricultural (A) zones and residential (R) zones the combined **sign area** of such **signs** fronting upon each street which bounds such lot or **premises** shall not exceed a ratio of 1.2 sq. m. (12.9 sq. ft.) of sign area per face (maximum 2 faces) for each 1000 sq. m. (10,764.5 sq. ft.) of lot area but need not be less than 1.2 sq. m. (12.9 sq. ft.) and may not exceed 3 sq. m. (32.3 sq. ft.) per face. Such signs shall be placed entirely on the lot or lots to which the **sign** in question refers and further, not more than one **sign** shall be permitted on each **frontage**. The **signs** shall have a **maximum height** of 1.8 metres (5.9 feet) and shall not be illuminated.

In all other zones, **real estate signs** are limited as in Residential and Agricultural zones, except that each sign face may have an area of no more than 3 sq. m. (32.3 sq. ft.) and have a **maximum height** of 2.1 metres (6.9 feet).

One **real estate sign** advertising a group of lots for sale within a subdivision or a group of houses for sale within a housing project is permitted for each street frontage, provided that the total sign area of each sign shall not exceed 3.0 sq. m. (32.3 sq. ft.). The display of such signs shall be limited to a six (6) month period, beyond which special approval by the chief building official shall be required

- E-9 **Signs** indicating the name and nature of an agricultural or farm use, where a current trade licence is held. Such **signs** shall be permitted only upon the lot to which the **sign** refers, and further provided that:

AGRICULTURAL USE

- E-9.1 No local farm produce or service **sign** shall be larger than 3 sq. m. (32.3 sq. ft.) and further providing that the size of such sign may be increased by 0.1 sq. m. (1.0 sq. ft.) for each 0.2 hectares over 4 hectares;
- E-9.2 This may be a **changeable copy sign** to permit the **sign copy** to be changed to specify

- certain products or services as they are in season.
- E-9.3 Such **signs** shall be removed when produce or service is not for sale.
- E-9.4 See Schedule 2 of this by-law for **freestanding signs** for nurseries & greenhouses in an agricultural zone.

FARM USE

- E-9.5 Farm identification **signs** may be installed on any registered farm site over 2 hectares in addition to those permitted by Clause E-9.1 to E9.4.
- E-9.6 Farm identification **signs** shall be limited to the farm name, address, owners name and farm type only.
- E-9.7 Farm identification **signs** shall not exceed 3.0 sq. m. (32.3 sq. ft.) except that for every 2 hectares over 4 hectares, the sign area may be increased by 1.0 sq. m. (10.8 sq. ft.).
- E-9.8 Building identification signs not exceeding 3.0 sq. m. (32.3 sq. ft.) in area and placed on the Agricultural building façade facing onsite roads will be permitted to a maximum of 3 square metres (32.3 square feet) if multiple signs are used provided these signs are not visible from a **highway**.
- E-10 Special identification signs such as unique items, antique equipment, major archways and gates etc., require approval from Council.
- E-11 A home occupation which is permitted by Maple Ridge Zoning By-Law No. 3510-1985 as amended, is permitted one sign of not more than 0.18 sq. m. (2.0 sq. ft.) in area, identifying the name and occupation of the occupant.
- E-12 **Special event signs** advertising for community causes and charitable fund raising campaigns. Such signs shall be permitted, only with the approval of the **Municipal Engineer**, on the public right-of-way and shall be of such size and design and posted at such locations for such periods as determined by the **Municipal Engineer**.
- E-13 **Construction Sign** indicating the name and nature of a construction or demolition project, plus the names of the contractors, sub-contractors and professional advisors, provided that the combined area of such signs fronting upon each street which bounds such project shall not exceed a ratio of 0.2 sq. m. (2.2 sq. ft.) of **sign area** for each 100 sq. m. of lot area. In no case shall the combined area of such **signs** fronting upon each street exceed 3.5 sq. m (37.7 sq. ft). Such sign shall have a **maximum height** of 3.5 metres (11.5 feet). The display of such **signs** shall be limited to a period not to exceed the duration of the said construction or demolition project, at which time such signs shall be removed.

With the exception of **special event signs** and **freestanding signs** for nurseries and greenhouse's in agricultural zones, none of the above **signs** require a **sign permit**.

Schedule “F” – Signs Permitted in Agricultural and Residential Zones

The following signs are permitted only on land Zoned “A”, “R”, “RS”, “CD”, “RM”, “RT”, “SRS”, “RG”, “RE” and “RMH”:

PERMITTED SIGNS

- F-1. **Signs** permitted in Clauses E-1 to E-13 inclusive of Schedule E of this by-law, as regulated therein.
- F-2. One **Facia Sign** or **Freestanding Sign** for an apartment building in RM Zones.
- F-3. **Freestanding signs** for nurseries & greenhouses and **changeable copy sign** are permitted in agricultural zones.
- F-4. One double faced **freestanding sign** or 2 single faced **freestanding signs** are permitted per **lot** or **premises**

REQUIREMENTS

- F-5. The **sign area** for a **Facia Sign** or **Freestanding Sign** for an apartment in the RM Zones is not to exceed 0.8 sq. m. (8.6 sq. ft.) in area.
- F-6. The **copy area** for **facia signs** shall not exceed 60 percent of the **sign area**.
- F-7. The area of **Freestanding signs** for nurseries & greenhouses in agricultural zones are not to exceed a **sign area** of 6 sq. m. (64 sq. ft.). If the **sign** is one sided, two separate one sided **signs** of equal size are permitted with a total **sign area** of 6 sq. m. (64 sq. ft.). One sided **signs** must be placed at 30 degrees or 60 degrees to the fronting street. A maximum of 30% of each **sign** may be a **changeable copy sign**. A landscaped area of not less than 4 times the **sign area** must be provided around each **sign** base. **Freestanding Signs** in agricultural zones may only be indirectly lighted
- F-8. The **maximum height** of a **freestanding sign** shall be 2 metres (6.6 feet).
- F-9. No **illuminated signs** shall be permitted in residential zones.

SCHEDULE "G" - ALL COMMERCIAL ZONES

The following signs are permitted only on land in "C" "CS" & "H" Zones.

PERMITTED SIGNS

- G-1. Signs permitted in Schedule E of the by-law as regulated therein.
- G-2. Two signs are permitted per **business premises** which may be **canopy, facia** or **projecting signs** fronting each street bounding the **lot** on which the **sign** is located.
- G-3. One (1) **freestanding sign** shall be permitted for each street **frontage** bounding the site, provided that each **sign** is positioned to face the street on which it is located by placing the **copy area** at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of **frontage** beyond the first 30 metres (98.4 feet) of **frontage**, an additional **freestanding sign** may be permitted. The additional **freestanding sign** is to be placed so that no portion of a **freestanding sign** is closer than 20 metres to any other **freestanding sign**.

REQUIREMENTS

- G-4. The **sign area** of **facia signs** shall not exceed 12 percent of the **façade area** and may only face a **highway** or parking lot of the **business premises** to which it pertains.
- G-5. The **copy area** for **facia signs** shall not exceed 60 percent of the sign area.
- G-6. For channel letter **facia signs** the **sign area** shall not exceed 12 percent of the **façade area**. The **copy area** for channel letters **facia signs** is to equal the **sign area**.
- G-7. The requirements for **projecting signs** shall be as set forth in Section 13.6 of this by-law.
- G-8. **Changeable copy signs** permitted on the main **freestanding sign** shall be permitted to a maximum **sign area** of 3 sq. m. (32.3 sq. ft.) per sign face in addition to the main **freestanding signs** area.
- G-9. Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the **freestanding sign**,
- G-10. The **maximum height** of a **freestanding sign** in all "C" & "H" zones shall not exceed 6 metres (19.7 feet).
- G-11. The **maximum height** of a **freestanding sign** in all "CS" zones except gasoline service stations shall not exceed 7.5 metres (24.6 feet), provided that the **maximum height** may be increased by 100 mm (4 inches) per lineal metre of **frontage** over 12 metres (39 feet) up to a **maximum height** of 10.5 metres (34.5 feet). No **freestanding sign** shall be permitted on any **lot** having a **frontage** less than 12 metres (39.3 feet).
- G-12. The **sign area** of a **freestanding sign** shall not exceeding 0.6 sq. m. (6.5 sq. ft.) per lineal metre of **frontage** on which the **sign** abuts provided that the maximum **sign area** of a **freestanding sign** for other than gasoline service station use shall be as follows:

LOT AREA

550 sq. m. (5920.3 sq. ft.)

MAXIMUM SIGN AREA

10 sq. m. (107.6 sq. ft.)

550 sq. m to 4,000 sq. m. (5920.3 sq ft to 43,057 sq. ft)
Larger than 4000 sq. m. (43,057 sq. ft.)

15 sq. m. (161.5 sq. ft.)
20 sq. m. (215.3 sq. ft.)

G-13. The **copy area** for a **freestanding sign** shall not exceed 60 percent of the **sign area**. For multi-tenant paneled sign faces the **copy area** per panel shall not exceed 60 percent of the panel area.

GASOLINE SERVICE STATIONS AND GASOLINE SERVICE BARS

G-14. For gasoline service stations and gasoline service bars, both as defined in the Maple Ridge Zoning By-Law No. 3510-1985 as amended, the **freestanding sign** shall not exceed a **maximum height** of 6 metres (19.7 feet) and a **sign area** not exceeding 7.2 sq. m. (77.5 sq. ft.).

G-15. Where a structure is installed to provide lighting for open pump islands, one (1) additional sign per pump island may be incorporated into such lighting device provide that such **sign** shall not:

- a. contain any message other than business logo;
- b. exceed a height of 2.4 metres (7.9 feet) above the pump island, and
- c. extend beyond the pump unit at either end;

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Schedule “H” – ALL INDUSTRIAL ZONES

The following signs are permitted only on land in “M” Zones.

PERMITTED SIGNS

- H-1. Signs permitted in Schedule E of the by-law as regulated therein.
- H-2. Two signs are permitted per **business premises** which may be **canopy** or **facia signs** fronting each street bounding the property on which the **sign** is located.
- H-3. One (1) **freestanding sign** shall be permitted for each street **frontage** bounding the site, provided that each **sign** is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of **frontage** beyond the first 30 metres (98.4 feet) of **frontage**, an additional **freestanding sign** may be permitted. The additional **freestanding sign** is to be placed so that no portion of a **freestanding sign** is closer than 20 metres to any other **freestanding sign**.

REQUIREMENTS

- H-4. The **sign area** of **facia signs** shall not exceed 12 percent of the **façade area** and may only face a **highway** or parking lot of the **business premises** to which it pertains.
- H-5. The **copy area** for **facia signs** shall not exceed 60 percent of the **sign area**.
- H-6. For channel letter **facia signs** the **sign area** shall not exceed 12 percent of the **façade area**. The **copy area** for channel letters **facia signs** is to equal the **sign area**.
- H-7. **Changeable copy signs** permitted on the main **freestanding sign** shall be permitted to a maximum **sign area** of 3.0 sq. m. (32.3 sq. ft.) per **sign** face in addition to the main **freestanding sign** area.
- H-8. Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the **freestanding sign**,
- H-9. The **maximum height** of a **freestanding sign** in all “M” zones shall not exceed 7.5 metres (24.6 feet), provided that the **maximum height** may be increased by 100 mm (4 inches) per lineal metre of **frontage** over 12 metres (39 feet) up to a **maximum height** of 10.5 metres (34.5 feet). No **freestanding sign** shall be permitted on any **lot** having a **frontage** less than 12 metres (39.3 feet).
- H-10. The **sign area** of a **freestanding sign** shall not exceeding 0.6 sq. m. (6.5 sq. ft.) per lineal metre of **frontage** on which the **sign** abuts provided that the maximum **sign area** of a **freestanding sign** shall be as follows:

<u>LOT AREA</u>	<u>MAXIMUM SIGN AREA</u>
550 sq. m. (5920.3 sq. ft.)	10 sq. m. (107.6 sq. ft.)
550 sq. m to 4,000 sq. m. (5920.3 sq ft to 43,057 sq. ft)	15 sq. m. (161.5 sq. ft.)
Larger than 4000 sq. m. (43,057 sq. ft.)	20 sq. m. (215.3 sq. ft.)

- H-11. The **copy area** for a **freestanding sign** shall not exceed 60 percent of the **sign area**. For multi-tenant paneled sign faces the **copy area** per panel shall not exceed 60 percent of the panel area.

SCHEDULE "I"- ALL INSTITUTIONAL ZONES

The following signs are permitted only on land in "P" Zones.

- I-1. Signs permitted in Schedule E of the by-law as regulated therein.
- I-2. One **facia sign** per **business premises** or one (1) **freestanding sign** shall be permitted for each street **frontage** bounding the site, provided that each **sign** is positioned to face the street on which it is located by placing the copy area at right angles (90 degrees) to the fronting street. For each additional 30 metres (98.4 feet) of **frontage** beyond the first 30 metres (98.4 feet) of **frontage**, an additional **freestanding sign** may be permitted. The additional **freestanding sign** is to be placed so that no portion of a **freestanding sign** is closer than 20 metres to any other **freestanding sign**.

REQUIREMENTS

- I-3. The total area of a **facia sign** shall not exceed a ratio of 0.3 sq. m. (3.2 sq. ft.) for each lineal metre of the **business premises** to which the sign is attached.
- I-4. The **copy area** for **facia signs** shall not exceed 60 percent of the sign area.
- I-5. For channel letter **facia signs** the **sign area** shall not exceed 12 percent of the **façade area**. The **copy area** equals the **sign area**.
- I-6. The maximum **sign area** of a **freestanding sign** shall not exceed 6 sq. m. (64.6 sq. ft.).
- I-7. The **copy area** for a **freestanding sign** shall not exceed 60 percent of the **sign area**. For multi-tenant paneled sign faces the **copy area** per panel shall not exceed 60 percent of the panel area.
- I-8. The **maximum height** of a **freestanding sign** shall be 6 metres (19.7 feet).
- I-9. **Changeable copy signs** permitted on the main **freestanding sign** shall be permitted to a maximum **sign area** of 3 sq. m. (32.3 sq. ft.) per sign face in addition to the main **freestanding signs** area.
- I-10. Any area exceeding the above mentioned three (3) square metres (32.3 square feet) shall be included in the total calculation for **sign area** of the **freestanding sign**,