CORPORATION OF THE CITY OF NEW WESTMINSTER

SIGN BYLAW NO. 7867, 2017

EFFECTIVE DATE: JULY 10, 2017

CONSOLIDATED FOR CONVENIENCE ONLY
(April 17, 2026)

This is a consolidation of the bylaws listed below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

Amendment Bylaw	Effective Date
Bylaw No. 7961, 2017	November 20, 2017
Bylaw No. 8132, 2019	January 13, 2020
Bylaw No. 8182, 2020	December 14, 2020
Bylaw No. 7867, 2026	April 13, 2026

The bylaw numbers highlighted in this consolidation refer to the bylaws that amended the principal Bylaw No. 7867, 2017. The number of any amending bylaw that has been repealed is not referred to in this consolidation.

Obtainable from the City Clerk's Office

CORPORATION OF THE CITY OF NEW WESTMINSTER
BYLAW NO. 7867, 2017

A bylaw to regulate signs within the City of New Westminster.

NEW WESTMINSTER

Table of Contents

BYLAW NO. 8132, 2019

CORPORATION OF THE CITY OF NEW WESTMINSTER 1

SIGN BYLAW NO. 7867, 2017 1

CORPORATION OF THE CITY OF NEW WESTMINSTER 2

BYLAW NO. 7867, 2017 2

1. TITLE AND PURPOSE 6

2. DEFINITIONS 6

3. APPLICATION OF THIS BYLAW 12

3.1 Application 12

3.2 This Bylaw does not apply to: 12

3.3 Compliance 12

4. ADMINISTRATION OF THIS BYLAW 13

4.1 Authorization 13

4.2 Sign Permits 13

4.3 Application for a permit 13

4.4 Permits not issued 14

5. COMPREHENSIVE SIGN PLANS 16

6. GENERAL PROVISIONS FOR ALL SIGNS 17

6.1 Maintenance of Signs 17

6.2 Support Structures 17

6.3 Abandoned Signs 17

6.4 Design 17

7. SIGNS PROHIBITED IN ALL ZONING DISTRICTS 18

8. SIGNS PERMITTED IN ALL ZONING DISTRICTS 19

8.1 Signs installed by the City for municipal purposes 19

8.2 Official notices 19

8.3 Heritage designation plaques 19

8.4 Information plaques 19

8.5 Decorative banners 19

8.6 Home-Based Business signs 19

8.7 Prohibition or “No trespassing” signs 19

8.8 Directional signs 19

8.9 Transit shelter signs 19

8.10 Courtesy bench signs 20
8.11 Directory signs 20
8.12 Landscaping signs 20
8.13 Identification signs 20
8.14 Murals 20
9. GENERAL PROVISIONS FOR AWNING, CANOPY, FASCIA, UNDER-AWNING, UNDER-CANOPY, PROJECTING AND FREESTANDING SIGNS 21
9.1 Sign Area 21
9.2 Channel Letters 21
9.3 Sign Clearance 21
9.4 Sign Illumination 22
9.5 Number of sign types 22
9.6 Digital Electronic Signs and signs with Changeable Copy 22
10. SIGNS PERMITTED IN COMMERCIAL, PUBLIC AND INSTITUTIONAL, INDUSTRIAL AND MIXED USE ZONING DISTRICTS 24
10.1 Awning Signs 24
10.2 Canopy Signs 24
10.3 Under-Awning and Under-Canopy Signs 25
10.4 Fascia Signs 25
10.5 Projecting Signs 26
10.6 Freestanding Signs 26
10.7 Display Boxes 27
10.8 Window Signs 28
10.9 Murals 28
10.10 Service Station Signs 28
10.11 Drive-Through Signs 28
11. TEMPORARY SIGNS 29
11.1 Restrictions 29
11.2 Banners 29
11.3 Portable Signs 29
11.4 Community Event signs 30
11.5 Realty signs 30
11.6 Election signs 31

11.7 Development signs 31
11.8 Light Projection Signs 32
12. SPECIAL DESIGN DISTRICTS 34
12.1 Special Design Districts 34
12.2 Sign Regulations 34
12.3 Heritage Building Sign Compliance 34
13. INSPECTIONS AND ENFORCEMENT 36
13.1 Inspections 36
13.2 Dangerous or hazardous signs 36
13.3 The Director of Engineering 36
14. ENACTMENT 37
14.1 Severability 37
14.2 Non-Conforming Signs 37
14.3 Repeal of Previous Bylaw 37
APPENDIX A 38
COLUMBIA STREET HISTORIC DISTRICT AND TWELFTH STREET AREA DESIGN GUIDELINES 38
PERMANENT AND TEMPORARY SIGNS 38
SIGN MATERIALS 38
TYPES AND SIZES OF SIGNS 38
TYPEFACE AND COLOUR 39
METHOD OF ATTACHMENT 39
SATELLITE DISHES 39
ILLUMINATION OF SIGNS 39

CORPORATION OF THE CITY OF NEW WESTMINSTER BYLAW NO. 7867, 2017

A bylaw to regulate the installation, alteration, maintenance and removal of signs, advertisements, sign boards and structures within the City of New Westminster.

1. TITLE AND PURPOSE

1.1 This Bylaw shall be cited for all purposes as "Sign Bylaw No. 7867, 2017".

1.2 The purpose of this Bylaw is to regulate **signs** in a manner that promotes public safety, provides sufficient opportunities for a range of **signs** to advertise goods, services and businesses, and protects and enhances the character and aesthetic standards of the **City** and the vitality of its commercial districts

2. DEFINITIONS

2.1 In this Bylaw:

"A-frame sign" see **portable sign**;

"abandoned sign" means any **sign** which no longer serves its intended purpose, or a sign that remains in place after the business it is advertising has vacated, or a sign that is not maintained as required by this Bylaw;

"anchor tenant" means the largest occupier of contiguous commercial or office floor space, or the business that attracts the most users to the site, within a building that contains one or more businesses;

"awning" means a detachable weather protection structure made of non-rigid material, projecting from the wall of a **building** and supported entirely by a fixed or retractable frame;

"awning sign" means any **sign** applied to, attached to or constructed on an **awning**;

"banner" means a **temporary sign** composed of lightweight, non-rigid material such as vinyl, cloth, canvas or similar fabric;

"billboard" means any **freestanding** or **fascia sign** containing third party advertising;

"building" means any structure designed or intended for the support, enclosure, shelter or protection of persons or property;

"business unit" means a **building**, or portion of a **building**, used for the carrying on of a commercial or industrial activity, or providing professional or personal services for the purpose of gain or profit. Business units may include but are not limited to retail stores, restaurants, offices, commercial services, industrial or manufacturing;

"canopy" means a rigid, permanent hood, cover or shelter, which is supported entirely from a **building** and projects beyond the building face to provide weather protection, but is not a projecting roof;

"canopy sign" means a sign attached to, forming part of or supported by a **canopy**, but does not include an **under-canopy sign***;*

"changeable copy sign" means any sign on which **sign copy** can be changed manually through the use of attachable letters, numbers or pictorial panels, also called reader-board signs;

"channel letter sign" means a **sign** with shaped, dimensional letters and symbols which do not have a defined frame or border;

"City" means the Corporation of The City of New Westminster;

"clearance" means the shortest vertical distance between the lowest part of a **sign** and **grade**;

"community event sign" means a **temporary sign** providing information on a specific community, arts, charitable, civic, religious or other similar event;

"comprehensive sign plan" means a coordinated plan for all of the signs on a parcel, which specifies the size, type, design, location and number of signs proposed for a building or group of buildings;

"courtesy bench sign" means any **sign** on a bench owned, leased or licensed by the **City** and situated on public property, including at a transit stop, rest area, park or other public area;

"development sign" means a **sign** advertising a new development or the nature of a proposed or in progress construction project on the **parcel** or **building** where the **sign** is located;

"digital electronic sign" means the **sign copy** is displayed utilizing electronic technology, including electronic screens, televisions, computer video monitors, liquid crystal displays, light emitting diode displays, the illumination of lamps or tubes, or any other similar electronic technology which can be changed through remote or automatic programming;

"directional sign" means any **sign** which provides information regarding pedestrian, bicycle or vehicular movement on the **parcel** on which the **sign** is located;

"display box" means a **sign** within a frame displaying and promoting goods and services provided in the **business unit**, including a restaurant menu, or advertising of special promotions and events;

"Director of Development Services" includes any person the Director of Development Services may authorize to exercise his or her powers, or carry out his or her duties, under this Bylaw;

"Director of Engineering" includes any person the Director of Engineering may authorize to exercise his or her powers, or carry out his or her duties, under this Bylaw;

"directory sign" means a **sign** providing address information regarding the tenants or occupants in a residential, institutional, commercial or industrial **building**;

"election sign" means any **sign** installed to support the election of a candidate or political party at a municipal, provincial or federal level or public authority office, or providing information related to an election, political initiative, or referendum;

"entrance" means a door or entry located on the first storey of a **building** used by the public or staff to enter or exit the **building** or **business unit**, including doors used access a **parking area**;

"face change" means the removal and replacement of the **sign face** or **sign copy** while retaining the existing **support structure**;

"fascia sign" means a sign painted on, attached to, constructed on or recessed into the face or wall of a **building**, on a plane parallel to the building wall, and may include light boxes and **channel letter** signs;

"flashing" means intermittent displays or bursts of light, text or images;

"freestanding sign" means a **sign**, other than a **billboard**, which is permanently attached to the ground and not supported by a **building** or other structure;

"frontage" means the length of a property line of a parcel abutting a public **street**, except where a property is on a corner lot, the frontage shall be the shorter of the property lines;

"fuel island" includes the elevated concrete pump island, dispensing pumps, canopy columns, and all other equipment and structures located beneath a fuel island canopy;

"grade" means the finished elevation of the ground surface directly below the **sign**;

"height" means the vertical distance from the average **grade** directly below the **sign** to the highest point of the **sign**;

"home-based business sign" means a sign indicating that a home-based business is carried out on the parcel where the sign is located or in the **building** to which the **sign** is affixed, and may include a **sign** for a family child care or bed and breakfast operation;

"identification sign" means a sign containing only the name, **logo**, address and/or number of the **building;**

"illuminated" means a **sign** which is designed to give forth artificial light, either directly from a source of light incorporated in the sign, or indirectly by reflecting light from a source intentionally directed upon it;

"information plaque" means a **sign** or plaque that conveys a message about a **building**, site, historic event, person or subject of interest;

"lane" means a public thoroughfare or highway with a right-of-way which is less than 6.1 metres in width;

"landscaping sign" means a **sign** made entirely of living, planted flowers, shrubs or other vegetation, that used changes in colour and texture of the plants to represent letters, words or logos;

"legally non-conforming sign" means a sign that was permitted, legally installed, and is maintained but does not conform to the current Sign Bylaw;

"lifestyle graphics" means graphic images or designs that form part of a **sign**;

"light projection sign" means a sign created using an electronic device to project light or lasers onto a surface;

"logo" means a symbolic representation, not including words, names or numbers unless part of a registered trademark, which is used exclusively to identify a product, business, service or activity, and which contains no additional identification, information or message;

"monument sign" means a **freestanding sign**, attached to the ground, which is supported by an integrated, solid base at least the width of the **sign**;

"mural" means an artwork applied on or attached to a building wall surface;

"owner" means an owner or occupier as defined in the *Community Charter,* or its amendments;

"parapet" means an extension of a wall vertically above the roofline, including a mansard type structure;

"parcel" means a lot, block or other area in which land is held or into which land has been subdivided;

"parking area" means a site or portion of a site unoccupied by **buildings**, the surface of which is prepared for and is used, or is intended to be used, primarily for the parking or storage of motor vehicles;

"portable sign" means a **sign** that is self-supporting, easily moved, and not permanently attached to the ground, a **building**, or a vehicle; which can include sandwich board or A-frame signs with two rigid surfaces attached at one edge; or may be supported by a rigid frame with a stable base;

"pylon sign" means a **freestanding sign** supported by a pole or similar structure;

"projection" means the horizontal distance from a building face to the furthest point of a sign attached to the building;

"projecting sign" means a sign which is attached to and projects perpendicularly from the wall of a **building**, that is mounted vertically on the face of a building;

"realty sign" means a **temporary sign** indicating that a **building, business unit** or **parcel** is for sale, rent or lease;

"realty directional sign" means a **temporary sign** directing the public to a **building, business unit** or **parcel** which is for sale, rent or lease;

"roof sign" means any **sign** installed above the roof line or top of a **parapet** of a building;

"sandwich board sign" see **portable sign**;

"sign" means any visual communication device or medium, including its structure, which through **sign copy**, illumination, inscription or other means, attracts attention for advertising, identification or information purposes;

"sign area" means the total area within the outer edge of the frame or border of a **sign**. Each face or side of a multi-faced sign shall be included in the calculation of the sign area. Where a **sign** consists of **sign copy** that has no frame or border, the sign area shall be determined to be the maximum area of the **sign** as though the **sign copy** is contained within a frame or border;

"sign copy" means the letters, characters, numbers, **logos** and graphics which make up the message on a sign, but does not include the background colour;

"sign copy area" means the area within square, rectangle, triangle, circle or combination of these or other figures which encloses all of the **sign copy**;

"sign face" means a side of a sign where **sign copy** may be placed;

"street" means a public thoroughfare or highway with a right-of-way which is 6.1 metres in width or greater;

"support structure" means the frame and attachments used to affix a sign to a building or surface;

"temporary sign" means a **sign** installed for a limited period of time as authorized by this Bylaw;

"third party sign" means any sign displaying advertising content which directs attention to a business, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the **parcel** on which the sign is located;

"third party directional sign" means a **sign** located on public or private property which contains the name of a business or a group of business located elsewhere than on the **parcel** on which the **sign** is located and contains information on the location of the businesses, and includes such **signs** held or carried by people;

"transit shelter sign" means a sign on a structure intended to shelter public transit patrons and adjoining a bus stop in ordinary use by buses operated by a public transit authority;

"under-awning sign" means any sign located entirely beneath and attached to or suspended from an **awning**;

"under-canopy sign" means any sign located entirely beneath and attached to or suspended from a **canopy**;

"vehicle sign" means a sign attached to, painted on or mounted on a parked vehicle or trailer in a location not normally used in the daily activity of the business, with the **sign** visible from a public location so as to act as a **sign** for the advertisement of products or direction to a business or activity;

"window sign" means any sign applied, etched or attached to or installed on a window or glazed area of a door for the purpose of viewing from outside the **building**, but does not include the display of merchandise located in a window;

"zoning district" means a district as identified in the Zoning Bylaw of the City of New Westminster.

2.2 Where a word or term is not defined in this Bylaw, it shall have the meaning assigned by the Zoning Bylaw.

2.3 Any reference in this Bylaw to another Bylaw or provincial legislation is a reference to the bylaw or legislation, as amended or replaced from time to time.

3. APPLICATION OF THIS BYLAW

3.1 Application

This Bylaw applies to all **signs** on private property within the boundaries of the City of New Westminster, including **signs** which encroach on or over public land, including public **streets** and **lanes**.

3.2 This Bylaw does not apply to:

3.2.1 Traffic control devices pursuant to the *Motor Vehicle Act of British Columbia;* or

3.2.2 **Signs** installed or authorized by the **Director of Engineering** for the control of traffic, pedestrian and cycling movement and parking, for **street** names and for directions, or signs regulated by the Street and Traffic Bylaw; or

3.2.3 **Signs** located wholly within the interior of a building and not visible or intended to be visible from any **street** or any **parcel** other than the one in which the **signs** are located; or

3.2.4 Seasonal or holiday decorations that do not function as **signs**.

3.3 Compliance

No **sign** shall be installed, altered or moved within the City except in compliance with the provisions of this Bylaw.

4. ADMINISTRATION OF THIS BYLAW

4.1 Authorization

The **Director of Development Services** is authorized to receive and process applications, and shall issue a sign permit if the **signs** proposed in an application comply with all provisions of this Bylaw, and any other applicable bylaws or regulations.

4.2 Sign Permits

4.2.1 No person shall place, install, or relocate any **sign**, or alter a **sign,** change the supporting structure of a **sign**, or change the **sign copy** of a **sign** without a sign permit issued by the City, except in the case of a **sign** specifically indicated in this Bylaw as being allowed without a permit;

4.2.2 The following **signs** do not require sign permits:

4.2.2.1 **signs** described in section 8, sub-sections 8.1 to 8.12 and 8.14;

4.2.2.2 **signs** described in section 10, sub-sections 10.7, 10.8, 10.9 and 10.10.3; and

4.2.2.3 **signs** described in section 11, sub-sections 11.2 to 11.6; or

4.2.2.4 **face changes** on existing **signs** that were permitted, legally installed, and are maintained.

4.2.3 Normal painting, repair or maintenance of a **sign** does not require a permit.

4.3 Application for a permit

Every application for a **sign** permit, shall include a completed application form signed by the **owner** of the **parcel, building** or **business unit,** or by the authorized agent of the **owner**, and shall include:

4.3.1 the required fee as set out in the Development Services Fees Bylaw No. 7683, 2014;

4.3.2 the names and addresses of the sign manufacturer and person responsible for the installation of the sign, including proof of commercial general liability insurance satisfactory to the City and, where applicable, names of electrical contractors authorized by the BC Safety Authority;

4.3.3 the civic address and legal description of the **parcel** and **business unit** on which the signs are proposed;

4.3.4 a site plan of the property showing the **street frontage**, other **streets** and **lanes**, property lines or **buildings**, and including the location and scale of all existing and proposed **signs** and the location and extent of any encroachment of the **sign** onto public property;

4.3.5 scaled design drawings showing each elevation of the **building** with existing and proposed **signs**, including the proposed location, metric dimensions, **sign area**, **sign copy**, **height, projection, clearance,** weight, materials, finishes, colours and method of illumination where applicable**;**

4.3.6 drawings identifying the **building** material and the attachment hardware and required reinforcements; and

4.3.7 Except as permitted in 4.3.8., the installation of a sign requires a letter of assurance and drawings from a professional engineer qualified and in good standing in the Province of British Columbia certifying the structural safety of the sign.

4.3.8. Except as required by the Chief Building Official, the following signs are exempted from the requirements of section 4.3.7:

4.3.8.1 All **under-awning** and **under-canopy signs;** or

4.3.8.2 **Fascia signs, awning signs, canopy signs, and projecting signs** below 25kg in weight;

4.3.8.3 **Freestanding signs** lower than 2.2 meters in height;

4.3.8.4 **Development signs** smaller than 3.0 square metres; or

4.3.8.4 Any other **sign** at the discretion the Chief Building Official.

4.4 Permits not issued

The **Director of Development Services** shall not issue a permit where:

4.4.1 the application is incomplete; or

4.4.2 the proposed **sign** does not comply with all provisions of this Bylaw; or

4.4.3 the proposed **sign** does not comply with all other applicable bylaws or statutes, including the *British Columbia Building Code* and the *Canadian Electrical Code*; or

4.4.4 the proposed sign is for a business that does not have a Building Permit issued by the City; or

4.4.5 the **building** or structure on which the **sign** is to be located or attached is determined to be incapable of supporting the **sign**, or the information submitted regarding the construction of the **building** or structure is insufficient to enable adequate determination of its capability to support the **sign**; or

4.4.6 the **sign** or **support structure** could cause damage to historic materials on a protected heritage building.

4.5 For a Sign Permit issued prior to the business obtaining a current Business License, the sign shall be covered or otherwise hidden from view, such that the sign copy is not visible, until a Business License is issued by the City.

4.6 A **sign** permit shall expire if active work is not commenced within 90 days of the issuance of the permit.

4.7 Upon completion of the **sign** installation, the engineer or firm responsible shall deposit with the **Director of Development Services**, a letter of assurance stating that the **sign** has been installed and inspected under their supervision and that the work has been completed in accordance with the permitted plans, except for signs exempted under section 4.3.8 from the requirements of section 4.3.7.

4.8 If any portion of a proposed **sign** would encroach on or over a public property including a public **street** or **lane**, the **owner** shall be required to enter into an encroachment agreement with the **City** which will set out the terms and conditions of the encroachment.

5. COMPREHENSIVE SIGN PLANS

5.1 **Comprehensive sign plans** are used to coordinate the number and the type of **signs,** as well as the design, colour scheme, shapes, illumination, locations and proposed for a **building** or a group of **buildings**.

5.2 **Comprehensive sign plans** are required for any new development with one or more **business units** and shall be submitted as a component of a development permit application.

5.3 Where **awning signs** are proposed in a **comprehensive sign plan**, the **awnings** themselves must be included in the development permit submission.

6. GENERAL PROVISIONS FOR ALL SIGNS

The following General Regulations apply to all **signs**:

6.1 Maintenance of Signs

6.1.1 All **signs** shall be maintained in a safe and structurally sound condition and free from all hazards;

6.1.2 **Signs** and all supporting structures shall not pose a risk to City property; and

6.1.3 All **sign area, sign copy** and illumination shall be maintained in clean, operational and legible condition.

6.2 Support Structures

6.2.1 All supporting structures and stands shall be constructed of high quality materials and be designed to complement the type, size, finish and design of the **sign**.

6.2.2 All **sign** support structures shall be maintained in clean and operational condition.

6.2.3 All wires, cables and electrical connections shall be screened from view.

6.3 Abandoned Signs

If a sign becomes an **abandoned sign,** the **owner** of the **parcel, building** or **business unit** on which the **sign** is located shall remove the **sign** and any support structure within 30 days of being abandoned. **Signs** deemed to be historic by the **Director of Development Services** may be permitted to remain in place.

6.4 Design

6.4.1 **Signs** shall be designed to integrate with the architectural style and detail of the **building**; and

6.4.2 Where there is more than one **sign** on a **building** or **property**, all **signs** shall be consistent and compatible in **height**, character and design; and

6.4.3 **Signs** shall not contain profane or derogatory language or images.

7. SIGNS PROHIBITED IN ALL ZONING DISTRICTS

7.1 **Signs** that are not expressly permitted by this Bylaw are prohibited.

Without limiting section 7.1, the following **signs** are expressly prohibited in all zoning districts:

7.2 **Animated signs**, or any **sign** which includes action, motion, rotation, **flashing** lights or changes of colour of all or any part of the **sign**, other than a **digital electronic sign**, an electronic clock, calendar or thermometer;

7.3 Balloon or inflatable signs;

7.4 **Billboards,** except for **billboards** located on City owned property;

7.5 **Flag signs**, or self-supporting, easily moved, **sign** made of cloth or other non-rigid material, supported by a cross base or ground stakes and a pole;

7.6 **Flashing signs**;

7.7 Portable **changeable copy signs**;

7.8 **Roof signs**;

7.9 **Temporary signs** tacked, posted or otherwise affixed to any structure, tree, pole, fence or other surface, except for **signs** specifically allowed under Section 11;

7.10 **Vehicle Signs**;

7.11 Any **sign** which resembles or imitates an official notice or a traffic control device as referred to in the *Motor Vehicle Act of British Columbia*;

7.12 Any **sign** which interferes with the safe use of the **street** by vehicles, pedestrian traffic or cyclists, or impedes traffic or interferes with the use or visibility of a traffic control device or other equipment installed by the City or by a utility company;

7.13 Any **sign** which obstructs any window, door opening, passageway, fire escape, exit, walkway, **street**, **lane**, sidewalk or similar feature;

7.14 Any **sign** which emits sound or odour; and

7.15 **Third party signs**, except for **transit shelter signs**, **courtesy bench signs**, **realty directional signs**, or **billboards** located on **City** property.

8. SIGNS PERMITTED IN ALL ZONING DISTRICTS

The following **signs** are permitted in all **zoning districts** where the associated land use is permitted, provided they comply with all regulations of this Bylaw.

8.1 **Signs installed by the City** for municipal purposes;

8.2 **Official notices** issued by the Government of Canada, the Government of British Columbia, the **City** or by a court;

8.3 **Heritage designation plaques**, memorial plaques and cornerstones;

8.4 **Information plaques** provided they do not exceed a maximum **sign area** of 1.5 square metres, 20 percent of which may be used to identify any sponsoring organization;

8.5 Decorative **banners** and seasonal decorations installed on streetlights authorized by the **Director of Engineering;**

8.6 **Home-Based Business signs** provided that a maximum of one **fascia sign, freestanding sign** or **window sign** may be installed for each home-based business operation, provided that:

8.6.1 the **sign** is not **illuminated**;

8.6.2 a **fascia sign** or **window sign** shall not exceed 0.4 square metres in **sign area**; and

8.6.3 a **freestanding sign** shall not exceed 0.4 square metres in **sign area** or a **height** of 1.5 metres.

8.7 Prohibition or "No trespassing" **signs** or **signs** which provides a warning, or conveys a prohibition or penalty respecting the **parcel** on which the **sign** is placed, or **signs** advising that the property is provided with a security system, provided they are not **illuminated** and do not exceed 0.5 square metres in **sign area;**

8.8 **Directional signs** as **freestanding** or **fascia signs** in a **parking area** provided that:

8.8.1 there shall be a maximum of two **directional signs** per **entrance** or exit; and

8.8.2 **directional signs** shall not exceed 0.5 square metres in **sign area**.

8.9 **Transit shelter signs** provided that:

8.9.1 there shall be a maximum of two **sign faces** placed at only one end of the transit shelter; and

8.9.2 the total **sign area** shall not exceed 5.0 square metres.

8.10 **Courtesy bench signs** provided that the **sign area** shall not exceed 1.5 square metres;

8.11 **Directory signs**, to a maximum of one per **building** which does not exceed a **sign area** of 0.65 square metres per **building** or a **sign area** of 0.2 square meters per **business unit**.

8.12 **Landscaping signs**, provided that the **sign area** shall not exceed 14 square metres.

8.13 **Identification signs** as **fascia** or **freestanding** signs provided that:

8.13.1 there is a maximum of one **identification sign** per **building** which does not exceed a **sign area** of 1.0 square metres;

8.13.2 for any place of worship, **identification signs** shall be permitted provided that:

8.13.2.1 the maximum **sign area** for **fascia** or **freestanding signs** shall not exceed 5.0 square metres, or for **awning, canopy** or **projecting signs** shall not exceed 2.0 square metres;

8.13.2.2 the signs may be **Digital Electronic Signs** and may contain **changeable copy,** sections 9.6.1 and 9.6.2 notwithstanding;

8.13.2.3 not more than one **sign** shall be permitted per **street frontage**; and

8.13.2.4 **freestanding signs** shall only be allowed as **monument signs** which shall not exceed a **height** of 2.2 metres.

8.13.3 **Identification signs** for any multi-unit residential buildings shall be permitted as **fascia, canopy, awning, projecting** or **freestanding signs provided** that:

8.13.3.1 the maximum **sign area** shall not exceed 1.0 square metre;

8.13.3.2 the signs may not be **Digital Electronic Signs** or contain **changeable copy;**

8.13.3.3 not more than one **sign** shall be permitted per **street frontage**; and

8.13.3.4 **freestanding signs** shall only be allowed as **monument signs** which shall not exceed a **height** of 1.5 metres.

8.14 **Murals** provided that not more than 10 percent of the **copy area** is for advertising, in which case the advertising **sign area** will be considered a **fascia sign** as permitted under section 10.4.

9. GENERAL PROVISIONS FOR AWNING, CANOPY, FASCIA, UNDER-AWNING, UNDER-CANOPY, PROJECTING AND FREESTANDING SIGNS

9.1 Sign Area

The maximum **sign area** of any combination of **awning signs**, **canopy signs** and **fascia signs** shall not exceed 1.0 square metre of **sign area** for each 1.0 linear metre of **building** wall to a maximum **sign area** of 14.0 square metres, except in the C-10 Large Format Commercial District to a maximum of 37.2 square meters.

9.2 Channel Letters

The maximum area for **channel letter signs** will be calculated as 50% of the maximum permitted **sign area** provided from Part 9.1, to a maximum of 7.0 square metres, except in the C-10 Large Format Commercial District to a maximum of 18.6 square meters.

9.3 Sign Clearance

The minimum **clearance** for any **awning sign**, **canopy sign**, **fascia sign**, **under-awning** and **under-canopy sign, projecting sign**, or **freestanding sign** projecting over a **street**, sidewalk or other pedestrian, cycling or vehicular area shall be 2.5 metres, with the following exceptions:

9.3.1 **Signs** over any **parking area** or driveway shall have a minimum **clearance** of 4.5 metres;

9.3.2 **Fascia signs** which do not project more than 0.1 metres from a **building** shall not be subject to a minimum **clearance** requirement;

9.3.3 **Freestanding signs** located entirely in a landscaped area shall not be subject to a minimum **clearance** requirement, except where any portion of the sign is located within 4.57 metres of the corner of a site at the intersection of streets **freestanding signs** shall not block or interfere with visibility of pedestrians or traffic from a point 0.92 metres to a point 1.83 metres above the ground;

9.3.4 **Monument signs** shall not be subject to a minimum **clearance** requirement; or

9.3.5 **Awning signs**, **canopy signs**, **fascia signs**, **under-awning** and **under-canopy signs** and **projecting signs** may have a minimum **clearance** of 2.0 metres if one or more of the following conditions exists:

9.3.5.1 Where a **sign** meets the 2.5 metre clearance requirement on the lower slope but not on the upper slope of a steeply sloping site;

9.3.5.2 Where a **canopy, awning** or architectural feature of the **building** restricts the **height** at which a **sign** can be placed;

9.3.5.3 Where reducing the **clearance** allows for consistent and compatible **height**, character and design of all **signs** across on the **building**, **business unit** or **parcel,** consistent with section 6.4.

Where reducing the **clearance** allows for consistent and compatible **height**, character and design of all **signs** across on the **building**, **business unit** or **parcel,** consistent with section 6.4.

9.4 Sign Illumination

9.4.1 **Signs** may be directly or indirectly **illuminated**, and

9.4.2 Any **illuminated sign** shall be designed in such a manner that it does not create direct glare on any surrounding property, **street** or **lane** and that it complies with the Light Intrusion Bylaw 7277, 2008.

9.5 Number of sign types

A **building** or **business unit** in a Commercial or Industrial Zoning District is allowed a maximum of two of the following sign types per **street frontage**: **awning sign, canopy sign**, **fascia sign**, **under-awning sign**, **under-canopy sign**, **projecting sign** or **freestanding sign**.

9.6 Digital Electronic Signs and signs with Changeable Copy

Digital Electronic signs or signs containing **Changeable Copy** shall be permitted provided that:

9.6.1 The **sign** is located in a Commercial, Industrial or a P-1, P-2 and P-3 Institutional **zoning district;**

9.6.2 in Commercial **zoning districts**, excluding Commercial Service, Commercial parking and C-10 Large Format Commercial, a **digital electronic sign** or sign containing **Changeable Copy** shall be only be installed as a **window sign, display box, service station sign** or **drive-through sign**;

9.6.3 The **sign** is not an **awning sign**;

9.6.4 The **sign area** of **Digital Electronic signs** or signs containing **Changeable Copy** is limited to 50% of the maximum allowed **sign area**;

9.6.5 A **freestanding digital electronic signs** with **sign copy area** exceeding 5.0 square meters shall not be located closer than 20 meters to a **street**; and

9.6.6 **Digital Electronic signs** shall not contain **flashing** or continually moving lettering or images, and the display shall not change more frequently than once every six seconds.

10. SIGNS PERMITTED IN COMMERCIAL, PUBLIC AND INSTITUTIONAL, INDUSTRIAL AND MIXED USE ZONING DISTRICTS

In addition to the **signs** described in Part 8, the **signs** described in Part 10 are permitted in Commercial, Industrial, Public and Institutional **zoning districts** and in applicable Mixed Use and Comprehensive Development **zoning districts**.

10.1 Awning Signs

Awning Signs shall be permitted on the front and sides of awnings provided that**:**

10.1.1 a maximum of one **awning sign** is provided per **entrance** to a **building** or **business unit**;

10.1.2 the **awning sign** shall not extend vertically or horizontally beyond the limits of the **awning**, except that where more than one **sign** is permitted, the signs may extend along each awning face to meet at the corner of the **awning** common to both **signs**;

10.1.3 the awning sign shall not project more than 0.3 metres beyond the awning face and shall not project within 0.6 metres of any curb line; and

10.1.4 the maximum **sign copy area** of the **awning sign** shall be 40 percent of the area of the **awning,** and shall not exceed a maximum of 1.0 metre in vertical dimension.

10.2 Canopy Signs

Canopy signs shall be permitted on the front, sides and top of canopies provided that:

10.2.1 a maximum of one **canopy sign** is provided per **entrance** to a **building** or **business unit**;

10.2.2 the **canopy sign** shall not project more than 0.3 metres beyond the apron or face of the **canopy** and shall not project within 0.6 metres of any curb line;

10.2.3 the **copy area** of the **canopy sign** has a vertical dimension not exceeding 2.0 metres for theatres and cinemas and not exceeding 1.0 metre for all other uses;

10.2.4 the **canopy sign** shall not extend more than 0.6 metres below the lowest portion of the **canopy** apron or face; and

10.2.5 the **canopy sign** shall not extend horizontally beyond the limits of the **canopy** except that where more than one **sign** is permitted, the **signs** may extend along each **building** face to meet at the corner of the canopy common to both signs.

Where the **canopy** has more than one face, the sign may be extended horizontally around the perimeter of the **canopy**.

10.3 Under-Awning and Under-Canopy Signs

Under-Awning Signs and **Under-Canopy Signs** shall be permitted provided that:

10.3.1 the **under-awning sign** and **under-canopy sign** are attached to **awnings** and **canopies** that extend over the **entrance** to a **building** or **business unit**;

10.3.2 a maximum of one **under-awning** or **under-canopy sign** is provided per **entrance** to a **building** or **business unit**;

10.3.3 the **sign area** shall not exceed 1.0 square metres;

10.3.4 the vertical dimension of the **sign** shall not exceed 0.5 metres;

10.3.5 an **under-awning** and **under-canopy** signs may be attached to the under-side of an **awning** or **canopy** perpendicular to or parallel with the wall to which the **awning** or **canopy** is attached, but shall not extend horizontally beyond the limits of the **awning** or **canopy**; and

10.3.6 the distance between the top of an **under-awning** and **under-canopy** sign and the lowest portion of the **awning** or **canopy** to which the **sign** is affixed shall not exceed 0.3 metres.

10.4 Fascia Signs

Fascia Signs shall be permitted on the exterior walls of a building provided that:

10.4.1 not more than one **fascia sign** shall be permitted for each **street** fronting wall of a **building** or **business unit**, except:

10.4.1.1 in the C-10 Large Format Commercial District where one **fascia sign** is permitted for each **building** wall; or

10.4.1.2 where there is an **anchor tenant**, one sign advertising the **anchor tenant** per street fronting wall of a **building** is permitted in addition to other fascia signs;

10.4.2 where **fascia signs** are interrupted by columns or other architectural features of the **building,** they may be divided into two or more parts that extend horizontally along the face of the **building**, and the width of the column will be included as part of the sign in the calculation of **sign area**;

10.4.3 a **fascia sign** shall not project more than 0.3 metres from the face of the **building** to which it is attached;

10.4.4 a **fascia sign** shall not extend horizontally beyond the limits of the **building** face to which it is attached, except where more than one **sign** is permitted the **signs** may be extended horizontally along each **street frontage** to meet at the corner of the **building** common to both signs; and

10.4.5 a **fascia sign** shall not extend above the limit of the roofline of a **building**, or the uppermost portion of a **building** storey used for commercial purposes where residential uses are located above.

10.5 Projecting Signs

Projecting signs constructed of rigid or fabric material shall be permitted provided that:

10.5.1 a maximum of one **projecting sign** per ground floor **business unit**;

10.5.2 the total **sign area** of a **projecting sign** shall not exceed 2.8 square metres;

10.5.3 a **projecting sign** shall be attached perpendicularly to the face of the **building**;

10.5.4 a **projecting sign** shall be located below the floor of the second storey;

10.5.5 a **projecting sign** shall be mounted not more than 0.3 metres from the exterior face of the **building**;

10.5.6 a **projecting sign** shall project not more than 1.5 metres from the **building** wall;

10.5.7 a **projecting sign** shall not extend to within 0.6 metres from the curb line;

10.5.8 Where a **projecting sign** is located at the intersecting **street frontages** of a corner lot, it may be placed at equal angles to the two **street frontages**; and

10.5.9 a **projecting sign** shall not extend above the **parapet** or roofline of the **building** to which it is attached.

10.6 Freestanding Signs

Freestanding signs shall be permitted provided that:

10.6.1 the **freestanding sign** shall be located entirely within the **parcel** to which it pertains and no part of the **sign** shall project or extend beyond the boundaries of the **parcel**;

10.6.2 a **freestanding sign** shall not be located within 1.5 metres of a **building**;

10.6.3 a **freestanding sign** may have **sign copy** on up to two **sign faces**;

10.6.4 a **freestanding sign** in Industrial, Commercial Service, Commercial Parking and C-10 Large Format Commercial **zoning districts** shall be either **pylon** or **monument signs**; shall be a maximum **height** of the lesser of the **height** of the principal **building** located on the **parcel,** or 6.0 metres; and shall have a **sign area** of not more than 15 square metres for each sign face;

10.6.5 a **freestanding sign** in other Commercial and Public and Institutional **zoning districts** shall be a **monument sign** only and shall not exceed a **height** of 2.2 metres, and shall not have a **sign area** greater than 2.0 square metres for each sign face;

10.6.6 not more than one **freestanding sign** shall be permitted for each **street frontage** of a parcel, except that one additional **freestanding sign** shall be permitted where the street frontage exceeds 50 metres provided no **freestanding sign** shall be located within 25 metres of another **freestanding sign** on the same parcel;

10.6.7 two or more businesses on a **parcel** may combine their **signs** on one **freestanding sign** provided the **sign area**, **height** and other provisions of this Bylaw are maintained; and

10.6.8 a **freestanding sign** above a height of 2.2 metres shall include a landscaped planter at the base of the **freestanding sign**, which shall be at least the size of the **sign area**, except that the area of the required landscape planter may be reduced by a maximum of 50% if otherwise meeting the size requirement would prevent meeting the minimum parking requirements as specified in the Zoning Bylaw.

10.7 Display Boxes

Display boxes shall be permitted provided that:

10.7.1 the **Display box** is permanently affixed to the **building,** or incorporated into a fence or barrier that is part of an outdoor patio or sidewalk café;

10.7.2 the **sign area** of the **display box** shall not exceed 0.6 square metres;

10.7.3 a maximum of one **display box** shall be permitted for each **entrance** to a **building** or **business unit**; and

10.7.4 two or more businesses in a **building** may combine their **signs** in one **display box** provided the **sign area, height** and other provisions of this Bylaw are maintained.

10.8 Window Signs

Window Signs are permitted, provided that the total area of the **signs**, including all **sign copy**, **logos, lifestyle graphics**, images and decorative boarders shall not exceed 20 percent of the area of windows and glazed areas of doors along **street frontages** of a **building** or **business unit**.

10.9 Murals

Murals are permitted on walls of buildings provided that not more than 10 percent of the mural is used for advertising **copy area**.

10.10 Service Station Signs

Service station **signs** are permitted on **fuel island** canopies, **fuel islands**, and as **freestanding signs** and as **directional signs** at service stations provided that:

10.10.1 A maximum of one **sign** identifying the name and **logo** of the company is permitted on each face of a canopy over service station pumps provided that the sign shall be a maximum of 20 percent of the length of the canopy and the sign copy shall be a maximum vertical dimension of 0.6 metres; and

10.10.2 A maximum of one **freestanding sign** is permitted per **street frontage**, subject to the sign area, **height** and other requirements of section 10.6 of this Bylaw, notwithstanding section 10.6.4; and

10.10.3 **Directional signs** and advertising for products and promotions available on site may only be installed on the **fuel island** and must be located wholly under the **fuel island** canopy

10.11 Drive-Through Signs

Drive-through **signs,** including business information, logos, menu boards and ordering systems, are permitted on **parcels** containing drive-through restaurants as **freestanding** or **fascia signs**, provided that:

10.11.1 a maximum of two drive-through **signs** shall be permitted per drive-through aisle;

10.11.2 the **sign area** for each drive-through **sign** shall not exceed 2.0 metres;

10.11.3 a maximum **height** shall be 2.2 metres for **freestanding signs**; and

10.11.4 despite section 9.6.4, drive-through **signs** may be **digital electronic signs** where the copy area may be up to 100 percent of the **sign area**.

11. TEMPORARY SIGNS

The **temporary signs** described in Part 11 are permitted in all **zoning districts**, or in the **zoning districts** listed, where the associated land use is permitted, provided they comply with all regulations of this Bylaw.

11.1 Restrictions

11.1.1 No temporary sign shall be illuminated, a digital electronic sign, or shall be a changeable copy sign, with the exception of development signs according to section 11.7.7 and light projections signs according to section 11.8; and

11.1.2 Temporary signs are permitted in addition to any signs types identified in Sections 8, 9 and 10, unless otherwise stated in the specific regulations for that sign type.

11.2 Banners

Banners shall be permitted:

11.2.1 as a **temporary sign** in place of a **fascia, canopy or awning sign** for new business for a maximum of 60 consecutive days from the date of the issuance of the business licence for the **business unit** pending the installation of permanent **signs**;

11.2.2 as advertising for a sale, special promotion, change of management or similar event to a maximum of one **banner** for each **building** or **business unit**, for a maximum of 30 consecutive days per **banner**, and a maximum of one **banner** per calendar year; or

11.2.3 provided that the maximum sign area of **banner** signs shall not exceed 1.0 square metre of sign area for each 1.0 linear metre of building wall to a maximum sign area of 14.0 square metres.

11.3 Portable Signs

Portable signs shall be permitted provided that:

11.3.1 a maximum of one **portable sign** shall be permitted per **business unit**;

11.3.2 a **portable sign** shall not exceed a **height** of 0.9 metres or a width of 0.6 metres;

11.3.3 the **copy area** of a **portable sign** shall not exceed 50 percent of the **sign area**;

11.3.4 a **portable sign** shall be located at **street** grade directly in front of the **building** or **business unit**, and shall be located so that a minimum continuous 2.0 metre wide clear pedestrian area on sidewalks is maintained;

11.3.5 a **portable sign** shall be located on private property where possible. Where the front yard setback of the **building** is less than 1.0 metre, the **sign** may encroach onto city sidewalks provided that there is a space no greater than 0.1 metre between the **portable sign** and the **building**;

11.3.6 a **portable sign** shall be displayed only during the operating hours of the business;

11.3.7 a **portable sign** shall not be located in any **parking area** or landscaping area and shall not block or impede access to a **building**;

11.3.8 a **portable sign** shall not be attached to utilities or amenities including benches, bicycle racks, utility poles and streetlights, other **signs**, trees or planters, transit stops, waste receptacles or parking meters;

11.3.9 a **portable sign** shall be set back a minimum of 2 metres from electrical kiosks, fire hydrants and driveways and 8 metres from intersections; and

11.3.10 a **portable sign** shall be constructed of good quality, durable materials of a weight and construction to prevent the **sign** from being blown over by wind or passing traffic, and shall be maintained in a high standard of design and finish.

11.4 Community Event signs

Community Event signs are permitted as temporary **banners, portable signs** or on a frame provided that:

11.4.1 the **sign area** shall not exceed 6.0 square metres;

11.4.2 the **Community Event sign** is installed for a maximum of 30 days and shall be removed no later than 48 hours following the event; and

11.4.3 If the **City** installs a permanent **freestanding sign** frame on City-owned property, temporary **Community Event signs** can be installed provided they do not exceed a **sign area** of 3.0 square metres, and are posted for a maximum of 30 days.

11.5 Realty signs

Realty signs shall be permitted provided that:

11.5.1 there is a maximum of one **realty sign** per **street frontage** of the **parcel, building** or **business unit** for sale, lease or rent;

11.5.2 the **sign area** shall not exceed 1.0 square metre in all residential **zoning districts** and 3.0 square metres in other **zoning districts**; and

11.5.3 a **realty directional sign** up to 1.0 square metre is permitted for up to one day during an open house or similar sales event.

11.6 Election signs

Election signs shall be permitted provided that:

11.6.1 the **election sign** is installed during the period commencing on the first day of the campaign period and removed within fourteen (14) days after general election day;

11.6.2 the **election sign** may have up to two sides, and each side of the sign may not exceed 0.61m by 0.61m.

11.6.3 they are not placed on **City** property including parks, civic facilities, buildings, **streets** and **lanes** including landscaped medians and boulevards, lanes and sidewalks, or attached to utility poles and streetlights, transit stops, waste receptacles, parking meters, trees or planters, or other sign posts;

11.6.4 they are placed on private property only with the consent of the **owner** of the **parcel, building** or **business unit**; and

11.6.5 they comply with all other provisions of this Bylaw regarding sight lines and pedestrian, cyclist and vehicular safety.

11.6.6 any window sign must comply with sections 7.13 and 10.8 of this bylaw.

11.6.7 election signs are subject to section 7.10 of this bylaw.

11.7 Development signs

Development signs including the name, nature and details of the development, the names of the developer, contractors, architects and consultants; logo identifying the project and lifestyle graphics, shall be permitted for projects with current development applications or which have been approved by the City, provided that:

11.7.1 for residentially zoned properties only, a minimum of five units are contained within the project at which the **development sign** is placed;

11.7.2 not more than one **development sign** shall be allowed for each **street frontage**, to a maximum of two **signs**;

11.7.3 a **development sign** may be installed on a wall, frame or affixed to hoarding or perimeter fences;

11.7.4 a **development sign** attached to construction or perimeter fencing of a project shall be on securely attached, rigid hoarding panels, not on mesh or fabric;

11.7.5 a **development sign** shall not exceed a **sign area** per **street frontage** of:

11.7.5.1 3.0 square metres, with a maximum height of 2.2 metres, in one and two unit residential **zoning districts**;

11.7.5.2 14.0 square metres, with a maximum **height** of 4.0 metres, on a wall or frame, in all other zones; or

11.7.5.3 28.0 square metres, with a maximum **height** of 2.5 metres in other zones, as hoarding or affixed to perimeter or construction fencing, in all other zones;

11.7.6 **development signs** shall be removed not more than 30 days following the receipt of an Building Permit final inspection for the project;

11.7.7 an **illuminated development sign** shall be designed in such a manner that it does not create direct glare on any surrounding property, **street** or **lane** and that it complies with the Light Intrusion Bylaw 7277, 2008; and

11.7.8 rezoning application information signs, as required by the **City**'s Planning Division do not require sign permits, provided they are installed according to the guidance in the Development Approval Procedures Bylaw 5658, 1998.

11.8 **Light Projection Signs**

Light projection signs shall be permitted provided that:

11.8.1 the **light projection signs** shall not exceed 1.0 square metre of **sign area** for each 1.0 linear metre of **building** wall to a maximum **sign area** of 14.0 square metres;

11.8.2 a **light projection sign** may be projected for a maximum of 30 days per year

11.8.3 a business unit may have a maximum of one **light projection sign** per calendar year;

11.8.4 a **light projection sign** may be projected upon a **building's street fronting** wall, side wall or in a **parking area**, but not on any other surface;

11.8.5 a **light projection sign** shall be designed in such a manner that it does not create direct glare on any surrounding property, **street** or **lane** and that it complies with the Light Intrusion Bylaw 7277, 2008;

11.8.6. the light projection sign is not projected onto a residential zoned property;

11.8.7 a **light projection sign** must be displayed on the **parcel** or **building** where the business is located, however associated light projection equipment may be installed on another property, with the permission from the property owner, and

11.8.8 a **light projection sign** may be projected upon city **streets** or sidewalks, or associated projecting equipment may be installed upon city **streets** and sidewalks, with permission from the **Director of Engineering**.

12. SPECIAL DESIGN DISTRICTS

12.1 Special Design Districts

Special Design Districts include the Columbia Street Historic Area and Twelfth Street Area, the design guidelines for which are attached as Appendix A. Special Design Districts do not apply to buildings that are used exclusively for residential purposes, and are specific to the following properties:

12.1.1 Columbia Street Historic District: Properties fronting on Columbia Street between Fourth Street and Eighth Street;

12.1.2 Twelfth Street Area: Properties fronting on Twelfth Street between Royal Avenue and Tenth Avenue; and

12.1.3. Any protected heritage property or any building on the Heritage Register.

12.2 Sign Regulations

Signs shall be designed in accordance with Columbia Street Historic Area and Twelfth Street Area Design Guidelines attached as Appendix A to and forming part of this Bylaw. All provisions of this Bylaw shall apply, except where varied by the more specific provisions contained in this section:

12.2.1 the vertical dimensions of **awning** or **canopy signs** shall not exceed 0.3 metres. One **logo** or identifying symbol is permitted on the sloping portion of the **awning** with the total **sign area** including the **logo** not exceeding 10 percent of the total **awning** area;

12.2.2 **fascia signs** shall be located between the first and second floor or on the bulkhead, and shall not exceed a vertical dimension of 0.6 metres or a length of 90 percent of the width of the **building**;

12.2.3 **window signs** with heritage character painted or etched on glass, shall be excluded from the calculation of allowable **sign area**;

12.2.4 **freestanding signs** are not permitted in the Columbia Street Historic District; and

12.2.5 **digital electronic signs** are not permitted in the Columbia Street Historic District.

12.3 Heritage Building Sign Compliance

Where adherence to any provision or regulation of this Bylaw could cause damage to or otherwise affect the historic materials or detract from heritage value of any building located in a Special Design District, or a building listed on the Heritage Register, then an alternative design solution may be approved by the Director of Development Services,

should it be deemed to fulfil the original intent of the Bylaw. All provisions of Sign Bylaw 7867, 2017 shall apply, except that:

12.3.1. The installation of a **sign** that would cause damage to or otherwise affect the historic materials or detract from heritage value of any building is not permitted;

12.3.2. In the case of 12.3.1, alternate solutions may be approved by the Director of Development Services, should they be deemed to fulfill the original intent of Sign Bylaw 7867, 2017 and;

12.3.3 If in substantial compliance with Sign Bylaw 7867, 2017, a **sign** is not considered an alteration subject to the review of the Community Heritage Commission.

13. INSPECTIONS AND ENFORCEMENT

13.1 Inspections

The **Director of Development Services** may, in the administration of this Bylaw, enter any **parcel, building** or **business unit** at any reasonable hour to inspect any **sign** and to determine compliance with the provisions of this Bylaw.

13.2 Dangerous or hazardous signs

The Director of Development Services may:

13.2.1 Order the cessation of work that is proceeding without the required permit or in contravention of any provision of this Bylaw;

13.2.2 Order the correction of any work which is being, or has been improperly done under permit or is done in contravention of a permit issued;

13.2.3 Revoke a permit where there is a violation of any terms and conditions of the permit;

13.2.4 Give written notice to the **owner** to clean, repair, maintain, repaint, alter or remove of a **sign** which has become damaged, soiled, dilapidated or unsightly;

13.2.5 Give written notice to the **owner** to repair or remove any **sign** that poses a danger to property or a hazard to public safety; and

13.2.6 Give verbal notice to an owner to remove any sign that poses an immediate hazard to public property or public safety. If the owner does not take the required action, the **Director of Development Services** may remove the sign and charge any associated costs back to the property owner.

13.3 **The Director of Engineering** may remove any **sign** placed on public property without the required permit or permission of the **City**.

13.4 Any person who violates, or causes or allows to be violated, any provision of this Bylaw, fails to comply with an order, direction or notice given under this Bylaw or obstructs or seeks to obstruct the entry of a person authorized to carry out inspections under this Bylaw commits an offence and is liable on conviction to a fine of not more than $2,000. Each day that such violation is caused or allowed to continue shall constitute a separate offence.

14. ENACTMENT

14.1 Severability

If any section, subsection, clause or phrase of this Bylaw is for any reason held to be invalid by any court of competent jurisdiction, the section, sub-subsection, clause or phrase will be deemed to be severed and the remainder of the Bylaw shall continue in full force and effect, and be construed as if the Bylaw had been adopted without the section, subsection, clause or phrase deemed severed.

14.2 Non-Conforming Signs

Any **sign** which lawfully exists at the time of the adoption of this Bylaw, which does not conform with the provisions of this Bylaw, may continue to be used provided it is maintained in accordance with the maintenance and safety provisions of this Bylaw, but shall not be reconstructed, altered, moved or replaced except in conformity with this Bylaw.

14.3 Repeal of Previous Bylaw

City of New Westminster Bylaw No. 6625, 2000 is repealed.

Adopted July 10, 2017

APPENDIX A

COLUMBIA STREET HISTORIC DISTRICT AND TWELFTH STREET AREA DESIGN GUIDELINES
(revised April 2017)

While the varied needs of businesses must be respected, the style should suit the overall streetscape. Signage can contribute to a sense of history and add to the overall character of the streetscape. Signs should not be designed in a way that mimics or suggests that the sign was always there.

Building owners and tenants should hire professionals to design and construct and install signs, ensuring they are appropriate for the age and style of the building and fit within the context of the neighbouring buildings. Signs permit applications in the Special Design Districts should include photographs of the neighbouring buildings for context.

The following are to be used as guidelines. Signs not in accordance with these guidelines can be permitted with approval from the Director of Development Services and may be referred to the Community Heritage Commission at the discretion of the Director of Development Services.

PERMANENT AND TEMPORARY SIGNS

These guidelines are for permanently installed signs. Temporary sign identified in section 11 of the Sign Bylaw are not expected to follow these guidelines.

SIGN MATERIALS

All signs should be respectful of and appropriate to the individual building. Materials should be durable, well-crafted and appropriately design to convey a good business image. High quality materials (including wood panels or lettering, metal, painted facades or glass, tiles, baked enamel, stone and plastic channel lettering) are preferred. New materials and technology developed since the writing of this document will be considered on a case by case basis.

TYPES AND SIZES OF SIGNS

Signs should be directly related to the buildings and the businesses within. The types of signs must conform the provisions of the New Westminster Sign Bylaw, and in addition, within this area:

1. **Fascia Signs** should be located between the first and second floors of buildings or on storefront bulkheads. If wooden, they may have blunt cut or decorative ends, and should be mounted flush to the building to not interfere with moldings, glass or building ornamentation. Lettering may be routed, incised, applied flat, cut out, carved or painted. Fascia signs include painted wall signs.

2. **Projecting Signs** should be appropriately aligned with the architectural features of the building, hung at ninety degrees from the face of the building and should not interfere with adjacent buildings. Wood or metal projecting signs hung from decorative standards are preferred.

3. **Awning signs** containing lettering will only be permitted on the awning valance. Logos or symbols are allowed on the slope of the awning. Letters and logos should be painted onto the fabric of the awning. Signs attached to the face of an awning are not permitted.

4. **Canopy signs** should be made of material that complements the canopy structure.

5. **Under-awning** and **under-canopy signs** may be should be hung perpendicular or parallel to the building face and be securely attached with appropriate hangers.

6. **Window Signs** may be painted or etched or use stick-on material.

7. **Identification signs** may include building name, date, and builder. They may be located at cornices. Three-dimensional letters may be used**.**

TYPEFACE AND COLOUR

- The use of only one typeface is preferred.
- Typeface may be varied in line weight, size or mix of upper and lower case letters.
- Letters should appear to be equally spaced.
- The typeface should match the period and style of the building.
- Fluorescent colours are not acceptable.

METHOD OF ATTACHMENT

- The condition of the structure should be investigated prior to erecting a sign, to avoid physical damage to the building.

- Original materials on historic buildings should not be damaged by the **sign**, **support structure** or attachments.
- Expansion bolts should be anchored into mortar so as not to harm historic building material.
- Sign fastenings should be inconspicuous unless they form an integral part of the sign design.

SATELLITE DISHES

- Satellite dishes and antennas should not be visible.

ILLUMINATION OF SIGNS

- Lights used to illuminate a sign should be shielded from the viewers' eyes to prevent glare and from adjacent residential units to prevent light intrusions.
- Power sources and connections should not be visible.

Spotlighting and backlighting

- Spotlighting is preferred over backlighting.
- Focus lights may be used to illuminate from above, below or to the side, or a row of concealed lights may be used.
- Spot lighting should be white, not coloured.

- Rows of small lights that outline the edge of the sign or a canopy (marquee lighting or chaser lighting) may be considered.
- Backlit signs, halo lit and reverse lit channel letters are acceptable.
- Backlit plastic sign boxes are not acceptable.
- Awnings should be opaque and may not be backlit.
- Projecting signs should not be backlit or internally lit.

Neon Lights

- Neon tubing may be used for lettering or outlining.

Fluorescent Lights

- Florescent backlit signs or exposed florescent tubing are not acceptable.
- Fluorescent lights are only acceptable as an integral part of an historic application such as an early theatre marquee.

LED Lights

- Energy efficient lighting should be used for the illumination of signs.