

CITY OF COLWOOD

BYLAW NO. 60

COLWOOD SIGN BYLAW, 1988

A BYLAW TO REGULATE AND PROHIBIT SIGNS WITHIN THE CITY OF COLWOOD

Whereas Sections 579 and 967 of the Municipal Act, R.S.B.C. 1979, c.290 empower a local government to regulate and prohibit signs;

Comment [N1]: Bylaw #199 Amendment #5 July 1991

The Municipal Council of the City of Colwood in open meeting assembled enacts as follows:

Comment [N2]: Bylaw #199 Amendment #5 July 1991

I. DEFINITIONS

In this Bylaw:

"ABANDONED SIGN"

means a sign that advertises an activity, business, product or service no longer conducted or available on the lot on which the sign is located or at the location stated on the sign.

"ALTERATION"

means a modification of a sign including a change of the copy or lettering, but excludes maintenance or repairs of a sign or a change of individually affixed letters or numbers on a Free Standing Sign.

"ANIMATED SIGN"

means a sign which uses mechanical action to depict changing messages, or to create special effects or a pictorial scene, but excludes a time and temperature digital sign and an electronic message centre.

"BANNER"

means a piece of fabric, plastic or simulated cloth material, other than an awning, larger than 0.6 square metres (6.5 square feet) which contains a message and is not permanently affixed to a building, but excludes a window banner.

"BILLBOARD"

means a sign located on a bulletin-board, boarding or hoarding and pasted, glued, fastened or otherwise affixed thereto by means permitting its ready

removal or replacement.

"CANOPY"

means a permanent hood or cover, other than a projecting roof, which is affixed to and projects from the wall of a building; includes an awning.

"CLEARANCE"

means the shortest vertical distance between the underside of a sign and finished grade.

"DIRECTIONAL SIGN"

means a sign which only indicates points of entry and exit to a property, or incorporates a building floor plan, or indicates site circulation within the property.

"EAVE"

means the projecting lower edge of a roof overhanging the wall of a building.

"ELECTRONIC MESSAGE CENTRE"

means an electronic sign which is externally operated or operated by a remote control program.

"FACIA SIGN"

means a single-faced sign affixed to a building or affixed parallel to and within 400 mm (16 inches) of a building.

"FINISHED GRADE"

means the final elevation of the ground surface after development.

"FREE STANDING SIGN"

means a sign which is self supporting or supported by a structure which is not attached to any part of a building or other structures located on the same lot, but excludes a Portable Sign.

Comment [N3]: Bylaw #199 Amendment #5 July 8, 1991

"GROSS FLOOR AREA"

means the sum of the horizontal floor areas of a building or structure measured from the exterior face of exterior walls.

"LOT"

means any lot, block or other area in which land is held or into which it is subdivided, but does not include a highway.

"MARQUEE SIGN"

means any business sign affixed wholly beneath a canopy at right angles to a building.

"MULTI-SIDED"

means having two or more sides or advertising faces.

"NOTICE BOARD"

means a billboard the sign area of which does not exceed 1 square metre (10.7 sq. ft.).

"PORTABLE SIGN"

means a sign capable of being moved from place to place without any structural or support changes including a vehicle designed or used primarily for advertising, but excludes a Sandwich Board Sign or Notice Board.

"PROJECTING SIGN"

means a sign which projects more than 30 cm (12 inches) from the face or wall of any building to which it is attached.

"ROOF SIGN"

means any sign erected upon or above a roof or parapet of any building.

"ROTATING SIGN"

means any sign which moves in a revolving or similar manner.

"SANDWICH BOARD SIGN"

means a free standing portable sign consisting of two boards hinged on their upper edges with not more than two (2) advertising faces, each face measuring not more than 1m (3.2 feet) wide and 1m (3.2 feet) high, placed on the ground.

"SIGN"

means any device, notice or medium, including its structure, and other component parts, which is visible from any street and which is used or is capable of being used to attract attention for identification, information or advertising purposes.

"SIGN AREA"

means the total area which is within the outer edges of the frames or borders of a sign excluding any exposed supporting structural components, but where a sign has no frame, border, or background, the sign area shall be the area contained within the shortest perimeter surrounding the copy.

"SIGN DISTRICT"

means a sign district established under this Bylaw.

"SITE SIGN"

means an unlighted sign displaying only the address of property used for commercial, industrial or institutional purposes, and displaying only the address and name of the occupant of a property used for residential purposes.

Comment [N4]: Bylaw #185 Amendment #3 March 1991

"STREET"

means a highway of greater than 7.3 m (24 feet) in width.

"TEMPORARY SIGN"

means an election sign or a sign advertising the construction, lease, subdivision, design, or sale of the property at which the sign is located which is removed upon completion of the lease or sale of the property.

"THIRD-PARTY SIGN"

means a sign which directs attention to a business, commodity, service or entertainment conducted, sold or offered at a location other than the lot on which the sign is located.

"TIME AND TEMPERATURE DIGITAL SIGN"

means a sign in which the time, temperature, or time and temperature are displayed by electrically illuminated digits.

"TRAFFIC CONTROL DEVICE"

means a sign, stop sign, signal, line, parking space, barrier, traffic control signal, traffic control flashing signal or device placed or erected under the provisions of the Motor-Vehicle Act or the Traffic and Highway Bylaw for the purpose of regulating and controlling street traffic.

"WALL SIGN"

means a sign painted upon a wall or other part of any building or structure.

"WINDOW SIGN"

means any sign fixed to the interior or exterior of a window and visible from a street.

"ZONE"

means a zone district established under Bylaw No. 980, the "Colwood and Langford Zoning Bylaw, 1981" insofar as it applies to the City of Colwood.

2. SIGNS NOT PERMITTED

No person shall erect, construct, place, maintain or allow any of the following signs on any lands or premises of which he is the owner or occupier:

- (a) Abandoned Signs;
- (b) Animated Signs;
- (c) Banners;
- (d) Billboards;
- (e) Paper or cardboard signs affixed to the walls of any building, structure, tree, utility pole, fence or other surface;
- (f) Portable Signs;
- (g) Roof Signs; or
- (h) Third Party Signs.

2A. Notwithstanding Section 2, for a period of two years commencing June 11, 1988 on each lot in Sign District D, one portable sign is permitted, subject to the following:

- i) there shall not be more than one sign per lot;
- ii) the maximum sign area shall be 3m² if single sided or 6m² if two sided; and
- iii) any portable sign placed on a lot in Sign District D on or after June 11, 1988 or any existing portable sign placed on a lot in Sign District D prior to June 11, 1988 which has been altered, rebuilt or relocated subsequent to June 11, 1988 shall be removed on or before June 12, 1990.

Comment [N5]: Bylaw #140 Amendment #2 May 1989

3. PERMITS

No person shall erect, place, construct, or make an alteration to, any sign in the Municipality without first obtaining a permit under this Bylaw, and no person shall maintain or allow any sign to remain on lands or premises of which he is the owner or occupier unless he is the holder of a valid and subsisting permit in respect of the said sign.

4. SIGNS NOT REQUIRING A PERMIT

Notwithstanding Section 3, the following signs may be erected, placed, constructed, altered or maintained on a lot without a permit:

- (a) Two unlighted temporary signs of not more than 1.5 square metres (16.2 sq. ft.) each or one unlighted temporary sign of not more than 3 sq. m. (32.3 sq. ft.).
- (b) Lighted or unlighted directional signs of not more than 0.4 square metres (4.2 sq. ft.).
- (c) Traffic control devices.
- (d) "No Trespassing" signs.
- (e) Site signs.
- (f) Window signs.
- (g) Signs erected by the City of Colwood, the Government of British Columbia or the Government of Canada.
- (h) Signs authorized by Council resolution advertising a community event or authorized by agreement with the City for bus shelter signs.

5. PERMIT APPLICATIONS

- (a) Every applicant for a sign permit shall submit to the Inspector of Services an application in writing accompanied by plans and specifications showing:
 - i) the dimensions of the sign;
 - ii) the size of the sign area;
 - iii) the dimensions and the weight of the supporting members of the sign;
 - iv) the maximum height of the sign and the amount of clearance beneath it, both measured from finished grade;
 - v) the proposed location of the sign in relation to the boundaries of the lot upon which it is to be situated; and
 - vi) the proposed location of the sign in relation to the face of the buildings upon or in front of which it is to be affixed and in relation to exits or entrances.

- (b) Notwithstanding any other provision of this Bylaw, whenever in the opinion of the Inspector of Services proposed work requires special technical knowledge, he may require as a condition of the issuance of any permit that all drawings, specifications and plot plans, or any part thereof, be prepared and signed by, and the construction carried out under the supervision of an architect or professional engineer.

6. PERMIT FEES

- (a) Every applicant for a sign permit shall pay to the Municipality, at the time of such application, a fee of \$20.00.

- (b) The permit fee for any alteration to a sign shall be \$10.00.

7. REGULATIONS APPLICABLE TO ALL SIGNS

- (a) Notwithstanding anything in this Bylaw, no sign shall be constructed or placed in a position which is likely to block, obstruct, or interfere with a motorist's view of other traffic, pedestrians, or traffic control devices.

- (b) No person shall construct or place a sign on or over any real property owned by the Municipality or a street unless the approval of Council is first obtained. Council may where it deems it necessary, provide structures on public property

from which licenced business may hang or attach directional signs in a suitable format as approved by Council.

- (c) Where a business is conducted on two or more contiguous lots, such lots shall be deemed to be one lot and the regulations of this bylaw relating to the number, size and location of signs shall apply to the contiguous lots as though they are one lot.
- (d) Notwithstanding the definition of 'lot' in Section I, where a building has been subdivided by strata plan under the Condominium Act, the lot from which the strata plan is derived shall constitute the lot for the purpose of this bylaw.
- (e) On a Free Standing Sign, the total area of the framing, trim, moulding and supporting structures shall not be more than 50 percent of the Sign Area.

7A. SITE SIGN REGULATION

- (a) The maximum permitted area of a site sign is 0.3 m² (3.2 square feet).
- (b) No site sign shall be located within 3 m (9.8 feet) of any lot boundary with another lot.
- (c) Where a site sign is located on or attached to a pole, frame or similar structure, the height of the sign shall not exceed 1.5 m (4.3 feet) above the finished grade.
- (d) Where a site sign is placed as a free standing sign on a parcel of land in a commercial, industrial or institutional zone, no other free standing sign shall be located on that parcel.

Comment [N6]: Bylaw #185
Amendment #2
March 1991

8. SIGN DISTRICTS

For the purposes of this Bylaw, the City of Colwood is divided into the following Sign Districts. The Zone designation of a lot shall be determined at the time an application for a permit is made.

(a) Sign District A

Sign District A includes all lands within the following zones:

Agricultural 1	(AG1)
Agricultural 2	(AG2)
Rural 1	(A1)
Rural Residential 1	(ARI)
Rural Residential 2	(AR2)
Residential 1	(R1)
Residential 2	(R2)
Residential 3	(R3)
Residential 4	(R4)

Comment [N7]: Bylaw #125
Amendment #1
January 23, 1989

Comment [N8]: Bylaw #389
Amendment #13
August 1997

Comment [N9]: Bylaw #407
Amendment #14
June 1998

Comment [N10]: Bylaw #552
Amendment #19
July 2000

Residential 5	(R5)	Comment [N11]: Bylaw #759 Amendment #24 March 2004 Comment [N12]: Bylaw #540 Amendment #18 July 2000 Comment [N13]: Bylaw #633 Amendment #22 June 2002 Comment [N14]: Bylaw #284 Amendment #10 April 1994 Comment [N15]: Bylaw #125 Amendment #1 January 23/89 Comment [N16]: Bylaw #420 Amendment 15 May 25/04 Comment [N17]: Bylaw #316 Amendment #12 September 1995 Comment [N18]: Bylaw #430 Amendment 16 June 1998 Comment [N19]: Bylaw #316 Amendment #12 September 1995
Comprehensive Development 1	(CD1)	
Comprehensive Development 2 – Area 1	(CD2 – Area 1)	
Daycare	(P6)	

(b) Sign District B

Sign District B includes all lands within the following zones:

Mobile Home Park	(RHI)	Comment [N15]: Bylaw #125 Amendment #1 January 23/89 Comment [N16]: Bylaw #420 Amendment 15 May 25/04 Comment [N17]: Bylaw #316 Amendment #12 September 1995 Comment [N18]: Bylaw #430 Amendment 16 June 1998 Comment [N19]: Bylaw #316 Amendment #12 September 1995
Low Density Attached Housing	(RMI)	
Medium Density Attached Housing	(RMIA)	
Medium Density Attached Housing B	(RM1B)	
Attached Housing	(RM2)	
Apartment	(RM3)	
Apartment (Senior Citizens)	(RM4)	
Medium Density Apartment	(RM5)	
Medium Density Low Rise Residential	(RM6)	
Towncentre Seniors Residential	(RTS-2)	
Comprehensive Residential 1	(RC1)	
Park and Open Space	(P4)	

(c) Sign District C

Sign District C includes all lands within the following zones:

Neighbourhood Commercial	(C1)	Comment [N20]: Bylaw #563 Amendment #20 November 2000 Comment [N21]: Bylaw #197 Amendment #4 July 8, 1991
Apartment Commercial	(C4)	
Commercial Tank Farm	(C6)	
Mixed Commercial/Residential	(C7)	
Service Commercial 3	(CS3)	
Light Industrial	(MI)	
General Industrial	(M2)	
Neighbourhood Institutional	(PI)	
Community Institutional	(P2)	
Public Utility	(P3)	

(d) Sign District D

Sign District D includes all lands within the following zones:

Community Commercial	(C2)	Comment [N22]: Bylaw #537 Amendment #17 August 2000 Comment [N23]: Bylaw #633 Amendment #22 January 2002 Comment [N24]: Bylaw #670 Amendment #23 November 2002
District Commercial	(C3)	
Mixed Commercial	(C5)	
Comprehensive Development 2 – Area 2	(CD2 – Area 2)	
Comprehensive Neighbourhood Development 1	(CN1)	
Service Commercial	(CS1)	
Highway Commercial	(CS2)	
Tourist Commercial - Motel	(CTI)	

9. SIGN DISTRICT A

(a) On each lot in Sign District A, the following signs shall be permitted in accordance with the regulations in this Section:

i) One Free Standing Sign or One Facia Sign identifying a use carried on the lot.

(b) Free Standing Sign

i) No sign shall be located within 3 m (9.8 ft.) of any lot boundary with another lot.

ii) No sign shall exceed a height of 1.5 m (4.3 ft.) above finished grade.

iii) Sign area shall not exceed .3 square metres (3.2 sq. ft.) for a one-sided sign or .3 square metres (3.2 sq. ft.) per side for a two-sided sign.

iv) No sign shall be lighted.

v) No sign shall have more than 2 advertising faces.

vi) No sign shall be located in a side or rear yard area required under the Zoning Bylaw.

(c) Facia Sign

i) Sign area shall not exceed .3 square metres (3.2 sq. ft.).

ii) No sign shall be lighted.

10. SIGN DISTRICT B

(a) On each lot in Sign District B the following signs shall be permitted in accordance with the regulations in this Section:

i) One Free Standing Sign on each lot boundary adjoining a street.

ii) One Facia Sign or Wall Sign.

(b) Free Standing Sign

i) Total sign area of all Free Standing Signs on a lot shall not exceed 2 square metres (21.5 sq. ft.) if one-sided, or 4 square metres (43 sq. ft.) if multi-sided.

ii) No sign shall exceed a height of 4 m (13.1 ft.) above finished grade.

iii) No sign shall be located within 3 m (9.8 ft.) of any lot boundary with another lot.

iv) No sign shall have more than 2 advertising faces.

(c) Facia Sign

i) Sign area shall not exceed 2 square metres (21.5 sq. ft.).

(d) Wall Sign

i) Sign area shall not exceed 2 square metres (21.5 sq. ft.).

11. SIGN DISTRICT C

(a) On each lot in Sign District C the following signs shall be permitted in accordance with the regulations in this Section:

- i) One Free Standing Sign or One Projecting Sign.
- ii) One Facia Sign or Canopy Sign or Wall Sign per business.
- iii) One Marquee Sign per business.
- iv) One Directional Sign per entrance and exit.
- v) One Notice Board Sign or One Sandwich Board Sign per business.
- vi) Window Signs.

(b) Free Standing Sign and Projecting Sign

- i) Sign area shall not exceed 4.2 square metres (45 sq. ft.) if one-sided or 8.4 square metres (90 sq. ft.) if multi-sided.
- ii) No free standing sign shall exceed a height of 6 m (19.7 ft.).
- iii) No sign or part thereof shall be located within 1.5m (4.9 ft.) of any lot boundary with another lot.
- iv) Rotating or revolving signs are not permitted.

(c) Facia Sign

- i) Total sign area for all Facia Signs shall not exceed .6 square metres (6.5 sq. ft.) for each metre (3.3 ft.) of horizontal building face.
- ii) The height of a facia sign shall not exceed 1.2 m (4 ft.).
- iii) No sign shall be located on a building wall facing an interior, side or a rear lot line of an abutting property which is in a residential zone.

(d) Canopy Sign

- i) Total sign area for all Canopy Signs shall not exceed .6 square metres (6.5 sq. ft.) for each metre (3.3 ft.) of horizontal building face.
- ii) If overhanging an entrance, a canopy sign shall have a minimum clearance of 2.5 m (8.2 ft.).
- iii) The height of a canopy sign shall not exceed 1.2 m (4 ft.).
- iv) No sign shall be located on a building wall facing an interior, side or a rear lot line of an abutting property which is in a residential zone.

(e) Wall Sign

- i) Total sign area for all Wall Signs shall not exceed 20 percent of the total exposed area of the building face, including openings, upon which the sign is painted.
- ii) No sign shall be located on a building wall facing an interior, side or a rear lot line of an abutting property which is in a residential zone.

(f) Marquee Sign

- i) Sign area of each Marquee Sign shall not exceed 1.0 square metres (10.8 sq. ft.).
- ii) No part of a Marquee Sign shall be less than 2.5 m (8.2 ft.) above finished grade.

(g) Directional Sign

- i) Sign area of each Directional Sign shall not exceed .9 square metres (9.7 sq. ft.) per sign.

(h) Notice Board Sign and Sandwich Board Sign

- i) Shall be placed entirely within 3 m (9.9 ft.) of the building wall.
- ii) Shall not be located within 6 m (20 ft.) of a street.

12. SIGN DISTRICT D

(a) On each lot in Sign District D the following signs shall be permitted in accordance with the regulations in this Section:

- i) One Free Standing Sign or one Projecting Sign adjacent to each street abutting a lot, except that on lots bounded by two intersecting streets only one sign per lot is permitted.
- ii) One Facia Sign or Canopy Sign or Wall Sign per business per building face.
- iii) One Time and Temperature Digital Sign or One Electronic Message Centre forming part of one of the above signs.
- iv) One Marquee Sign per business.
- v) One Directional Sign per entrance and exit.
- vi) One Notice Board Sign or One Sandwich Board Sign per business.
- vii) Window signs

Comment [N25]: Bylaw #292 Amendment #11 May 1994

(b) Free Standing Sign and Projecting Sign

- i) Where the gross floor area of buildings on the lot is 1,500 square metres (16,147 square feet) or less, the sign area of each sign shall not exceed 5.5 square metres (59 square feet) if one-sided or 11 square metres (118 square feet) if multi-sided.
- ii) Where the gross floor area of buildings on the lot is more than 1,500 square metres (16,147 square feet), the sign area of each sign shall not exceed 7.5 square metres (80 square feet) if one-sided or 15 square metres (160 square feet) if multi-sided.
- iii) No sign shall exceed a height of 6 m (19.7 ft.).
- iv) No sign or part thereof shall be located within 1.5m (4.9 ft.) of any lot boundary with another lot.
- v) Rotating one-sided or two-sided signs are not permitted.

(c) Electronic Message Centre and Time & Temperature Digital Sign

- i) Shall not be a separate independent sign and shall be physically integrated into the sign area of a sign permitted by this Bylaw.

(d) Facia Sign

- i) Total sign area for all Facia Signs shall not exceed .6 square metres (6.5 sq. ft.) for each metre (3.3 ft.) of horizontal building face.
- ii) The height of a sign shall not exceed 1.2 metres (4 ft.).
- iii) No sign shall be located on a building wall facing an interior side or rear lot line of an abutting property which is in a residential, multiple family residential or institutional zone.

Comment [N26]: Bylaw #292 Amendment #11 June 1994

(e) Canopy Sign

- i) Total sign area for all Canopy Signs shall not exceed .6 square metres (6.5 sq. ft.) for each metre (3.3 ft.) of horizontal building face.
- ii) If overhanging an entrance, the sign shall have a minimum clearance of 2.5 m (8.2 ft.).
- iii) The height of a sign shall not exceed 1.2 m (4 ft.).
- iv) No sign shall be located on a building wall facing an interior, side or a rear lot line of an abutting property which is in a residential zone.

(f) Wall Sign

- i) Total sign area for all Wall Signs shall not exceed 20 percent of the total exposed area of the building face, including openings, upon which the sign is painted.
- ii) No sign shall be located on a building wall facing an interior side or a rear lot line of an abutting property which is in a residential zone.

(g) Marquee Sign

- i) The sign area shall not exceed 1.0 square metres (10.8 sq. ft.).
- ii) No part of the sign shall be less than 2.5 m (8.2 ft.) above finished grade.

(iii) Directional Sign

(h) Directional Sign

The sign area shall not exceed .9 square metres (9.7 sq. ft.) per sign.

(i) Notice Board Sign and Sandwich Board Sign

i) Signs shall be located within 3 m (9.9 ft.) of a building wall.

ii) Signs shall not be located within 6 metres (20 ft.) of a street.

13. EXISTING SIGNS

A sign erected, constructed or placed prior to adoption of this Bylaw may be retained notwithstanding any provision of this Bylaw but shall not be altered, rebuilt, or relocated except in compliance with the requirements of this Bylaw.

13A Notwithstanding Section I3, for a period of one year following the date of adoption of this Bylaw, a Free Standing Sign lawfully existing on the date of adoption may be altered by changing the copy or lettering of the sign, provided that the size of shape of the sign shall not be altered.

14. INSPECTION

The Inspector of Services may enter at all reasonable times upon any land or premises in order to ascertain whether or not the provisions of this Bylaw are being observed and no person shall obstruct, or attempt to obstruct such entry.

15. .INTERPRETATION

In case of conflict in this Bylaw between a metric unit of measurement and its imperial equivalent, the metric unit shall take precedence.

16. PENALTIES

Every person who contravenes any provision of this Bylaw commits an offence and is liable on summary conviction, to a fine of not less than \$100.00 and not more than \$500.00 for a first offence, and for each subsequent offence to a fine of not less than \$200.00 and not more than \$2,000.00. A separate offence shall be deemed to be committed upon each day during and in which the contravention occurs or continues.

17. SEVERABILITY

If any part of this Bylaw is for any reason held to be invalid by a Court of competent jurisdiction, the invalid portion shall be severed and the invalidity shall not affect the validity of the remainder.

18. Where any work or activity requiring a permit pursuant to this Bylaw commences

without the permit first being obtained, all applicable fees shall be doubled.

Comment [N27]: Bylaw
#269
Amendment #8
June 1993

19. CITATION

This Bylaw may be cited for all purposes as the "Colwood Sign Bylaw, 1988".

READ A FIRST TIME THIS 9th day of May, 1988.

READ A SECOND TIME THIS 9th day of May, 1988.

READ A THIRD TIME AS AMENDED THIS 27th day of June, 1988.

RECONSIDERED, FINALLY PASSED AND ADOPTED THIS 11th day of July, 1988.

MAYOR

CLERK