

**CITY OF TERRACE**  
**CONSOLIDATED FOR CONVENIENCE**  
**BYLAW NO. 1500-1996 AND AMENDMENTS THERETO**  
**UP TO AND INCLUDING BYLAW #1800-2003**

**"A BYLAW FOR SIGN REGULATION WITHIN THE CITY OF TERRACE"**

**WHEREAS** the Municipal Council may, pursuant to Section 967(1) of the Municipal Act, by bylaw regulate the number, size, type, form, appearance, and location of any signs, and the bylaw may contain different provisions for different zones, for different uses within a zone and for different classes of highways;

**AND WHEREAS** pursuant to Section 967(2) of the Municipal Act, the power to regulate includes the power to prohibit, except a sign that is located on a parcel and relates to or identifies a use on that parcel.

**NOW THEREFORE**, the Municipal Council of the City of Terrace, in open meeting assembled, hereby enacts a sign Bylaw as follows:

**SECTION ONE - DEFINITIONS**

1.0 Words and phrases used in this Bylaw shall have the meanings set forth in this section. Words and phrases not defined in this section but defined in the zoning bylaw of the City shall be given the meanings set forth in such bylaw. Principles for computing sign area and sign height are contained in Section 3.1. All other words and phrases shall be given their common, ordinary meaning, unless the context clearly requires otherwise. Section headings or captions are for reference purposes only and shall not be used in the interpretation of this Bylaw.

**ANIMATED SIGN** Any sign that uses movement or change of lighting to depict action or create a special effect or scene.

**BANNER** Any sign of lightweight fabric or similar material that is permanently mounted to a pole or a building by a permanent frame at one or more edges. National flags, provincial or municipal flags, or the official flag of any institution or business shall not be considered banners.

**BEACON** Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same zone lot as the light source; also, any light with one or more beams that rotate or move.

**BUILDING MARKER** Any sign indicating the name of a building and date and incidental information about its construction, which sign is cut into a masonry surface or made of bronze or other permanent material.

**BUILDING SIGN** Any sign attached to any part of a building, as contrasted to a freestanding sign.

**CANOPY SIGN** Any sign that is a part of or attached to an awning, canopy, or other fabric, plastic, or structural.

**CHANGEABLE COPY SIGN** A sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign. A sign on which the message changes more than eight times per day shall be considered an animated sign and not a changeable copy sign for purposes of this Bylaw. A sign on which the only copy that changes is an electronic or mechanical indication of time or temperature shall be considered a "time and temperature" portion of a sign and not a changeable copy sign for purposes of this Bylaw.

**CITY** The City of Terrace

**COMMERCIAL MESSAGE** Any sign wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.

Amended by  
#1800-2003

**DIRECTOR** The Director of Regulatory Services of the City or his or her designee.

**FLAG** Any fabric, banner, or bunting containing distinctive colours, patterns, or symbols, used as a symbol or a government, political subdivision, or other entity.

**FREESTANDING SIGN** Any sign supported by structures or supports that are placed on, or anchored in, the ground and that are independent from any building or other structure.

**FRONTAGE** The distance for which a lot line of a zone lot adjoins a highway, from one lot line intersecting said highway to the furthest distant lot line intersecting the same highway.

Added by

**GROUND SIGN** Any sign supported by a continuous structure other than

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*posts, placed on or anchored in the ground within a landscaped area independent of any building that is less than 3 metres in height.*

**HIGHWAY** *A street, road, lane, bridge, and any other way open to public use, but does not include a private right-of-way on public property.*

**INCIDENTAL SIGN** *A sign, generally informational, that has a purpose secondary to the use of the zone lot on which it is located, such as "no parking", "entrance", "loading only", "telephone", and other similar directives. No sign with a commercial message legible from a position off the zone lot on which the sign is located shall be considered incidental.*

**LOT** *Any piece or parcel of land or a portion of a subdivision, the boundaries of which have been established by some legal instrument of record, that is recognized and intended as a unit for the purpose of transfer or ownership.*

**MARQUEE** *Any permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed and constructed to provide protection from the weather.*

**MARQUEE SIGN** *Any sign attached to, in any manner, or made a part of a marquee.*

**MODIFICATION** *Any sign that is structurally changed in any way. Modification does not include the changing of a sign face provide it meets with the guidelines for development permits which guide form and character of commercial, industrial, and multi-family development.*

Amended by  
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**NONCONFORMING SIGN** *Any sign that does not conform to the requirements of this Bylaw or the Development Permit Guidelines contained in the Official Community Plan.*

**PENNANT** *Any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, or string, usually in series, designed to move in the wind.*

**PERSON** *Any association, company, corporation, firm, organization, or partnership, singular or plural, of any kind.*

**PORTABLE SIGN** *Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to A or T-frames; menu and sandwich board signs; balloons used as*

*signs; umbrellas used for advertising; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless said vehicle is used in the normal day-to-day operation of the business.*

***PRINCIPAL BUILDING*** *The building which is the chief or main one among buildings on the parcel and shall include attached garages and carports, but does not include an accessory building.*

***PROJECTING SIGN*** *Any sign affixed to a building or wall in such a manner that its leading edge extends more than 15cm (six inches) beyond the surface of such building or wall.*

***RESIDENTIAL SIGN*** *Any sign located in a district zoned for residential uses that contains no commercial message except advertising for goods or services legally offered on the premises where the sign is located, if offering such service at such location conforms with all requirements of the zoning bylaw.*

***ROOF SIGN*** *Any sign erected and constructed wholly on and over the roof of a building, supported by the roof structure, and extending vertically above the highest portion of the roof.*

***ROOF SIGN, INTEGRAL*** *Any sign erected or constructed as an integral or essentially integral part of a normal roof structure of any design, such that no part of the sign extends vertically above the highest portion of the roof and such that no part of the sign is separated from the rest of the roof by a space of more than 15cm (six inches).*

***SETBACK*** *The required minimum distance between the applicable building, structure, or sign, and each of the prospective property lines.*

***SIGN*** *Any device, fixture, placard, or structure that uses any colour, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public.*

***SUSPENDED SIGN*** *A sign that is suspended from the underside of a horizontal plane surface and is supported by such surface.*

***TEMPORARY SIGN*** *Any sign, picture, symbol, or combo thereof designed to communicate information about an activity, business, commodity, or service but shall not include events, sales, hours of business, or open/close information.*

Added by  
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**THIRD PARTY SIGNAGE** Any device, fixture, placard, or structure that uses any colour, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public, located on a parcel of land other than for which the sign activity takes place.

**WALL SIGN** Any sign attached parallel to, but within 15cm (six inches) of, a wall, painted on the wall surface of, or erected and confined within the limits of an outside wall of any building or structure, which is supported by such wall or building, and which displays only one sign surface.

**WINDOW SIGN** Any sign, picture, symbol or combination thereof, designed to communicate information about an activity, business, commodity, or service but shall not include events, sales, hours of business, or open/close information, that is placed inside a window or upon the window panes or glass and is visible from the exterior of the window.

**ZONE LOT** A parcel of land in single ownership that is of sufficient size to meet minimum zoning requirements for area, coverage, and use, and that can provide such yards and other open spaces as required by the zoning regulations.

## **SECTION TWO - ADMINISTRATION**

### **2.1 APPLICABILITY - EFFECT**

A sign may be erected, placed, established, painted, created, or maintained in the City only in conformance with the standards, procedures, exemptions, and other requirements of this Bylaw.

The effect of this Bylaw as more specifically set forth herein, is:

To establish a permit system to allow a variety of types of signs in commercial and industrial zones, and a limited variety of signs in other zones, subject to the standards and the permit procedures of this Bylaw.

To allow certain signs that are small, unobtrusive, and incidental to the principal use of the respective lots on which they are located, subject to the substantive requirements of this Bylaw, but without a requirement for permits;

To provide for temporary signs without commercial messages in limited circumstances in the public right-of-way;

*To prohibit all signs not expressly permitted by this Bylaw; and*

*To provide for the enforcement of the provisions of this Bylaw.*

**2.2 CONFORMITY**

*Signage shall not be constructed, altered, located, or used except as specifically permitted in this Bylaw.*

**2.3 SEVERABILITY**

*If any section, subsection, sentence, clause, or phrase of this Bylaw is for any reason held to be invalid by the decision of any court or competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder.*

**2.4 INSPECTION**

*Any official of the City duly appointed by City Council is hereby authorized to enter, at all reasonable times, upon any property subject to the regulations of this Bylaw to ascertain whether the provisions of this Bylaw are being observed.*

**2.5 VIOLATIONS**

*Any of the following shall be a violation of this Bylaw and shall be subject to the enforcement remedies and penalties provided by this Bylaw, by the zoning bylaw, and by provincial law:*

*Amended by*

*#1531-1996*

- (a) To install, create, erect, or maintain any sign in a way that is inconsistent with any plan or permit governing such sign or the zone lot on which the sign is located;*
- (b) To install, create, erect, or maintain any sign requiring a permit without such a permit;*
- (c) To install, create, erect, or maintain any sign in a way that is inconsistent with any plan or permit governing such sign or the zone lot on which sign is located;*

- (d) To fail to remove any sign that is installed, created, erected, or maintained in violation of this Bylaw, or for which the sign permit has lapsed; or*
- (e) To continue any such violation. Each such day of a continued violation shall be considered a separate violation when applying the penalty portions of this Bylaw.*

## **2.6 ENFORCEMENT AND REMEDIES**

*Any violation or attempted violation of this Bylaw or of any condition or requirement adopted pursuant hereto may be restrained, corrected, or abated, as the case may be, by injunction or other appropriate proceedings pursuant to Provincial law. A violation of this Bylaw shall be considered a violation of the Zoning Bylaw of the City. The remedies of the City shall include the following:*

*Issuing a stop-work order for any and all work on any signs on the same zone lot;*

*Imposing any penalties that can be imposed directly by the City under the Zoning Bylaw; and*

*In the case of a sign that poses an immediate danger to the public health or safety, taking such measures as are available to the City under the applicable provisions of the Zoning Bylaw and building code for such circumstances.*

*The City shall have such other remedies as are and as may from time to time be provided for or allowed by Provincial law for the violation of the Zoning Bylaw.*

*All such remedies provided herein shall be cumulative. To the extent that Provincial law may limit the availability of a particular remedy set forth herein for a certain violation or a part thereof, such remedy shall remain available for other violations or other parts of the same violation*

## **2.7 PENALTY**

*Every person who commits an offence under this Bylaw is liable on summary conviction to a fine not less than \$100 and not more than \$2,000 and the costs of prosecution.*

## **2.8 PURPOSES**

*The design of these sign regulations are to balance the following purposes: to encourage the effective use of signs as a means of communication in the City; to maintain and enhance the aesthetic environment and the City's ability to attract sources of economic development and growth; to improve pedestrian and traffic safety; to minimize the possible adverse effects of signs on nearby public and private property; and to enable the fair and consistent enforcement of these sign restrictions. This sign bylaw is adopted in accordance and under Section 967 of the Municipal Act.*

## **SECTION THREE - GENERAL REGULATIONS**

### **3.1 COMPUTATIONS**

*The following principles shall control the computation of sign area and sign height.*

#### **3.1.1 COMPUTATION OF AREA OF INDIVIDUAL SIGNS**

*The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display, together with any material or colour forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, but not including any supporting framework, bracing, or decorative fence or wall when such fence or wall otherwise meets Zoning Bylaw regulations and is clearly incidental to the display itself.*

#### **3.1.2 COMPUTATION OF AREA OF MULTIFACED SIGNS**

*The sign area for a sign with more than one face shall be computed by adding together the area of all sign faces visible from any one point. When two identical sign faces are placed back to back, so that both faces cannot be viewed from any point at the same time, and when such sign faces are part of the same sign structure and are not more than 1.0 metre (3 feet) apart, the sign area shall be computed by the measurement of one of the faces.*

### 3.1.3 COMPUTATION OF HEIGHT

*The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of (1) existing grade prior to construction or (2) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign. In cases in which the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a highway or the grade of land at the principal entrance to the principal structure on the zone lot, whichever is lower.*

### 3.1.4 COMPUTATION OF MAXIMUM TOTAL PERMITTED SIGN AREA FOR A ZONE LOT

*The permitted sum of the area of all individual signs on a zone lot shall be computed by applying the formula contained in Schedule B, Maximum Total Sign Area, to the lot frontage, building frontage, or wall area, as appropriate, for the zoning district in which the lot is located. Lots fronting on two or more highways are allowed the permitted sign area for each highway frontage. However, the total sign area that is oriented toward a particular highway may not exceed the portion of the lot's total sign area allocation that is derived from the lot, building, or wall area frontage on that highway.*

*Added by  
#1800-2003*

*Where a building is situated on a parcel of land that exceeds the zone lot area and frontage as identified in the zoning bylaw, the total signage permitted may be determined by calculating the number of zone lots within that parcel and applying the total sign area to that building as if there were multiple zone lots.*

### 3.2 SIGNS ALLOWED ON PRIVATE PROPERTY WITH AND WITHOUT PERMITS

*Signs shall be allowed on private property in the City in accordance with, and only in accordance with, Schedule A. If the letter "P" appears for a sign type in a column, such sign is allowed without prior permit approval in the zoning districts represented by that column. If the letter "S" appears for a sign type in a column, such sign is allowed only with prior permit approval in the zoning districts represented by that column. Special conditions may apply in some cases. If the letter "N" appears for a sign type in a column, such a sign is not*

allowed in the zoning districts represented by that column under any circumstances.

Although permitted under the previous paragraph, a sign designated by an "S" or a "P" in Schedule A shall be allowed only if:

Amended by  
#1531-1996

- (a) The sum of the area of all building and freestanding signs on the zone lot conforms with the maximum permitted sign area as determined by the formula for the zoning district in which the lot is located as specified in Schedule B;
- (b) The size, location, and number of signs on the lot conform with the requirements of Schedules C and D, which establish permitted sign dimensions by sign type, and with any additional limitations listed in Schedule A;
- (c) The characteristics of the sign conform with the limitations of Schedule E, Permitted Sign Characteristics, and with any additional limitations on characteristics listed in Schedule A.

Added by  
#1800-2003

- (d) They conform with the Development Permit Guidelines contained in the Official Community Plan.

Added by  
#1800-2003

### 3.2.1 **THIRD PARTY SIGNAGE**

Prior to placing, erecting or constructing a Third Party Sign, a permit must be applied for and obtained.

The design, construction and maintenance of all Third Party Signs must comply with the requirements of this Bylaw, Development Permit Guidelines in the Official Community Plan and be accompanied by the appropriate fee.

Third party signage areas shall count towards the total signage on the zone lot allowed for the zone district in which the sign is to be erected.

### 3.3 **DESIGN, CONSTRUCTION, AND MAINTENANCE**

All signs shall be designed, constructed, and maintained in accordance with the following standards:

Amended by  
#1531-1996

- (a) All signs shall comply with applicable provisions of the B.C. Building Code and the B.C. Electrical Code.

- (b) *Except for banners, flags, temporary signs, and window signs conforming in all respects with the requirements of this Bylaw, all signs shall be constructed of permanent materials and shall be permanently attached to the ground, a building, or another structure by direct attachment to a rigid wall, frame, or structure.*
- (c) *All signs shall be maintained in good structural condition, in compliance with all building and electrical codes, and in conformance with this Bylaw, at all times.*
- (d) *They conform with the Development Permit Guidelines contained in the Official Community Plan.*

Added by  
#1800-2003

### **3.4 SIGNS IN THE PUBLIC RIGHT-OF-WAY**

*No signs shall be allowed in the public right-of-way, except for the following:*

#### **3.4.1 PERMANENT SIGNS**

*Permanent signs, including:*

*Public signs erected by or on behalf of a governmental body to post legal notices, identify public property, convey public information, and direct or regulate pedestrian traffic;*

*Bus stop signs, erected by a public transit company;*

*Informational signs of a public utility regarding its poles, lines, pipes, or facilities; and*

*Awning, projecting, and suspended signs projecting over a public right-of-way in conformity with the conditions of Schedule A of this Bylaw.*

#### **3.4.2 TEMPORARY SIGNS**

*Temporary signs in the public right-of-way for which a permit has been issued in accordance with Section 4.6 shall be issued only for signs which contain no commercial message.*

**3.4.3 EMERGENCY SIGNS**

*Emergency warning signs erected by a governmental agency, a public utility company, or a contractor doing authorized or permitted work within the public right-of-way.*

**3.4.4 OTHER SIGNS FORFEITED**

*Any sign installed or placed on public property, except in conformance with the requirements of this section, shall be forfeited to the public and subject to confiscation. In addition to other remedies hereunder, the City shall have the right to recover from the owner or person placing such a sign the full costs of removal and disposal of such sign.*

**3.5 SIGNS EXEMPT FROM REGULATION UNDER THIS BYLAW**

*The following signs shall be exempt from regulation under this Bylaw:*

*Any public notice or warning required by a valid and applicable Federal, Provincial, or local law, regulation, or bylaw;*

*Any sign inside a building, not attached to a window or door, that is not legible from a distance of more than one meter (three feet) beyond the lot line of the zone lot or parcel on which such sign is located;*

*Works of art that do not include a commercial message;*

*Real Estate signs advertising the sale of real property provided they are located on the lot for sale and not more than two signs with a maximum sign area of six square feet per sign in residential zones are utilized or for lots in all other zones not more than the number and area of free standing signage allowed in that zone;*

*Election signs on private property 45 days before and 15 days after a Municipal, Provincial, or Federal election;*

*Traffic control signs on private property, such as Stop, Yield, and similar signs, the face of which meet the Ministry of Transportation and Highways standards and which contain no commercial message of any sort.*

Added by  
#1564-1997

*Any construction sign on private property to a maximum of 3 sq.m. (32 sq.ft.) provided it is located on the parcel where a valid building permit has been issued and the sign is removed no later than two months after the issuance of any occupancy permit.*

Added by  
#1800-2003

*Any sign inside a building that is not legible from a distance of more than one metre beyond the lot line of the zone lot or parcel on which such sign is located. Any window or door sign that incorporates less than five percent (5%) of the door area up to a maximum of .25 square metres.*

### **3.6 SIGNS PROHIBITED UNDER THIS BYLAW**

*All signs not expressly permitted under this Bylaw or exempt from regulation hereunder in accordance with the previous section are prohibited in the City. Such signs include, but are not limited to:*

*Beacons;*

*Pennants;*

*Strings of lights not permanently mounted to a rigid background, except those exempt under the previous section; and*

*Inflatable signs and tethered balloons for a combined period of more than two weeks per calendar year.*

## **SECTION FOUR - PERMIT REGULATIONS**

### **4.1 PERMITS REQUIRED**

*If a sign requiring a permit under the provisions of this Bylaw is to be placed, constructed, erected, or modified on a zone lot, the owner or his agent of the lot shall secure a sign permit prior to the construction, placement, erection, or modification of such a sign in accordance with the requirements of Section 4.3.*

*Furthermore, the property owner shall maintain in force, at all times, a sign permit for such sign in accordance with Section 4.4.*

*No signs shall be erected in the public right-of-way except in accordance with Section 3.4 and the permit requirements of Section 4.6.*

*Amended by  
#1679-2000*

*No sign permit of any kind shall be issued for an existing or proposed sign unless such sign is consistent with the requirements of this Bylaw (including those protecting existing signs) in every respect and with the Development Permit Guidelines contained in the Official Community Plan or an approved development permit, if such guidelines or a development permit are in effect for the property.*

*Permits required for the installation, alteration or addition of signs shall be obtained from the Building and Licencing Department, and shall not be valid until they are approved and signed, and the fee paid.*

#### **4.2 GENERAL PERMIT PROCEDURES**

*The following procedures shall govern the application for, and issuance of, all sign permits under this Bylaw and those referred by Development Permit.*

##### **4.2.1 APPLICATIONS**

*Replaced by  
#1800-2003*

*All applications for sign permits of any kind shall be submitted to the Director on an application form in accordance with application specifications published by the Director as follows or as deemed necessary:*

- (i) The civic address or the legal description of the property.*
- (ii) A site plan showing where the sign is to be located.*
- (iii) A site plan showing the buildings and any existing sign/s located on the property.*
- (iv) Distances related to the lot and buildings, and the distances from the sign to any of these.*
- (v) A scale drawing of the sign, giving the dimensions of the sign and supporting structure.*
- (vi) The maximum and minimum height of the sign from the finished grade.*
- (vii) The dimension of the wall surface of the building to which it may be attached.*
- (viii) The purpose and location of the sign.*

- (ix) *A copy of the colours to be used, and the type of lighting.*
- (x) *The structural, footing, and material specification, and if necessary, the engineering documentation showing how the sign will be fixed or erected.*
- (xi) *If the sign is to be electrified, a drawing showing where the connections will be made and where any underground cable or conduit is to be buried.*
- (xii) *Any other pertinent information as required by the Director.*

#### 4.2.2 FEES

*Each application for sign permit may consist of more than one sign per permit and each permit shall be accompanied by the applicable fees, which shall be established by the governing body of the City from time to time by resolution and shown as follows:*

*The fees for sign permits and plans shall be:*

*Amended by  
#1679-2000*

*Initial Sign Permit, including one inspection,  
RS/RM zoning districts \$ 50.00*

*Initial Sign Permit, including two inspections,  
all other zoning districts \$100.00*

*Added by  
#1679-2000*

*Initial sign permit for freestanding signs,  
including two inspections, all zoning districts \$150.00*

*Reinspection fee (after two inspections) \$100.00*

*Additional fee for signs extending over public  
right-of-way, per sign \$ 50.00*

*Temporary Sign Permit private and public property  
(see temporary sign definition in Section One) \$100.00*

*Added by  
#1800-2003*

*Third Party Signs \$300.00*

#### 4.2.3 EXPIRY

*All work permitted by this Bylaw shall be completed in a timely manner. Construction, erection, or alteration permitted by this Bylaw shall be complete within 180 days of permit issuance.*

#### 4.3 PERMITS TO CONSTRUCT OR MODIFY SIGNS

*Signs identified as "S" on Schedule A shall be erected, installed, or created only in accordance with a duly issued and valid sign construction permit from the Director. Such permits shall be issued only in accordance with the following requirements and procedures. Signs identified as "P" on Schedule A shall be erected, installed, or created only in accordance with Schedules B, C, D and E.*

##### 4.3.1 PERMIT FOR NEW SIGN OR FOR SIGN MODIFICATION

*An application for construction, creation, or installation of a new sign or for structural modification of an existing sign shall be accompanied by detailed drawings to show the dimensions, design, structure, and location of each particular sign, to the extent that such details are not contained on a plan as required under Section 4.2.1. One application and permit may include multiple signs on the same lot.*

##### 4.3.2 INSPECTION

*Replaced by  
#1800-2003*

*The Director shall cause an inspection of the zone lot for which each permit for a new sign or for modification of an existing sign is issued during the six months after the issuance of such a permit or at such earlier date as the owner may request. If construction is not substantially complete at the time of inspection, the permit shall lapse and become void. If the construction is in compliance with this Bylaw and with building codes, the Director shall note the sign is approved.*

#### 4.4 SIGN PERMITS - CONTINUING

*Replaced by  
#1800-2003*

*The owner of a zone lot containing signs requiring a permit under this Bylaw shall at all times maintain in force a sign permit for such property. Sign permits shall be issued for each legal lot or combination of lots forming part of a common signage plan or common development permit.*

**4.4.1 LAPSE OF SIGN PERMIT**

*A sign permit shall lapse automatically if the business license for the premises lapses, is revoked, or is not renewed. A sign permit shall also lapse if the business activity on the premises is discontinued for a period of 30 days of a notice from the City to the last permittee, sent to the premises, that the sign permit will lapse if such activity is not renewed.*

**4.4.2 ASSIGNMENT OF SIGN PERMITS**

*A current and valid sign permit shall be freely assignable to a successor as owner of the property or holder of a business license for the same premises, subject only to filing such application as the Director may require and paying any applicable fee. The assignment shall be accomplished by filing and shall not require approval.*

**4.5 TEMPORARY SIGN PERMITS (PRIVATE PROPERTY)**

*Temporary signs on private property shall be allowed only upon the issuance of a Temporary Sign Permit, which shall be subject to the following requirements:*

**4.5.1 TERM**

*A temporary sign permit shall allow the use of a temporary sign for a specified 180 day period.*

**4.5.2 NUMBER**

*Only one temporary sign permit shall be issued to the same business license holder on the same zone lot in any calendar year.*

**4.5.3 OTHER CONDITIONS**

*A temporary sign shall be allowed only in districts with a letter "S" for "Temporary Signs" on Schedule A and subject to all of the requirements for temporary signs as noted therein.*

**4.6 PERMITS FOR SIGNS IN THE PUBLIC RIGHT-OF-WAY**

*Permits for temporary private signs in the public right-of-way shall be issued in accordance with the following conditions:*

**4.6.1 TERM AND NUMBER OF PERMITS**

*The term of such a permit shall be 60 days. No more than one permit for temporary signs shall be issued to any applicant in any calendar year. For any sign containing the name of a political candidate, the candidate shall be deemed to be the applicant.*

**4.6.2 NUMBER OF SIGNS**

*No more than 50 signs may be erected under one permit.*

**4.6.3 OTHER CONDITIONS**

*In addition to applicable fees otherwise payable, the applicant shall post a bond of \$100.00 which shall be held to ensure the removal of the signs and shall be refundable upon the removal of the signs. The bond on any permit not surrendered for disposal within 75 days of the issuance of the permit or if signs are actually removed by the City because they are located on public property on a day more than 60 days after the date of permit issuance shall be forfeited.*

**4.7 TIME OF COMPLIANCE: NONCONFORMING SIGNS AND SIGNS WITHOUT PERMITS**

*Except as otherwise provided herein, the owner of any zone lot or other premises on which exists a sign that does not conform with the requirements of this Bylaw and for which there is no current and valid sign permit shall be obligated to remove such sign or, in the case of a nonconforming sign, to bring it into conformity with the requirements of this Bylaw. All signs having a valid sign permit shall not be required to be repermited unless structurally modified or subject to article 4.4.1.*

**4.7.1 REGULATORY REQUIREMENTS FOR THE REMOVAL OF OLD SIGNS**

*A requirement that the nonconforming sign be removed if there is a change in certificate of occupancy or business license on the premises;*

*A prohibition on any modifications to the sign or its message, allowing only routine maintenance.*

- 5.0** *The City of Terrace Signage Bylaw Number 1102-1986, and all its amendments thereto is hereby repealed.*
- 6.0** *This Bylaw may be cited for all purposes as "City of Terrace Signage Bylaw No. 1500-1996."*

*This Bylaw is consolidated for convenience only. If discrepancies exist between this consolidation and the original bylaws, the original bylaws shall prevail.*

***BYLAW NO. 1500-1996 READ a first time this 22nd day of January, 1996.***

***BYLAW NO. 1500-1996 READ a second time this 22nd day of January, 1996.***

***BYLAW NO. 1500-1996 READ a third time this 22nd day of April, 1996.***

***BYLAW NO. 1500-1996 ADOPTED this 13th day of May, 1996.***

**ORIGINAL SIGNED BY "J. TALSTRA**  
**MAYOR**

**ORIGINAL SIGNED BY "E.R. HALLSOR**  
**CLERK-ADMINISTRATOR**

Amended by

#1679-2000 & #1800-2003

**A KEY TO SCHEDULES A THROUGH E**

<b>RS</b>	Residential Single Family (R1, R2, AR1, AR2, RR1, RR2)	<b>C3/C4/C6</b>	Service Commercial/ Neighbourhood Commercial/ Recreation Commercial
<b>RM</b>	Residential Multi-Family (R3,R4,R5, R7)	<b>C5</b>	Local Commercial
<b>R6</b>	Residential Mobile Home Park	<b>M1</b>	Light Industrial
<b>C1-A</b>	Mixed Use-Downtown	<b>M2/M3</b>	Heavy Industrial/Resource Extraction
<b>C1/C7</b>	Core Commercial/Downtown Tourism Commercial	<b>P1/P2</b>	Institutional & Public
<b>C2</b>	Shopping Centre Commercial		

Amended by

#1679-2000 &  
#1800-2003

**SCHEDULE A - PERMITTED SIGNS BY TYPE AND ZONING DISTRICT**

SIGN TYPE	RS <sup>c</sup>	RM	R6	C1-A	C1/C7	C2	C3/C4/C6	C5	M1	M2/M3	P1/P2
<b>Freestanding</b>											
Residential <sup>b</sup>	N	S <sup>f</sup>	S <sup>f</sup>	N	N	N	N	N	N	N	N
Other	N	S	S	N	N	S	S	S	S	S	S
Incidental <sup>f</sup>	P <sup>d</sup>	P <sup>d</sup>	P <sup>d</sup>	P <sup>d</sup>	P	P	P	P	P	P	P <sup>d</sup>
<b>Ground Sign</b>	N	S	S	S	S	S	S	S	S	S	S
<b>Building</b>											
Banner	N	N	N	S	S	S	S	S	S	S	N
Building Marker <sup>e</sup>	P	P	P	P	P	P	P	P	P	P	P
Canopy	N	S	N	S	S	S	S	S	S	S	N
Identification <sup>d</sup>	P	P	P	P	P	P	P	P	P	P	P
Incidental <sup>f</sup>	N	P <sup>f</sup>	P <sup>f</sup>	P	P	P	P	P	P	P	P <sup>f</sup>
Marquee <sup>g</sup>	N	N	N	N	S	S	S	N	N	N	N
Projecting <sup>g</sup>	N	N	N	S	S	S	S	S	S	S	S
Residential <sup>b</sup>	S	S	S	S	N	N	N	N	N	N	N
Roof	N	N	N	N	N	N	N	N	N	N	N
Roof Integral	N	N	N	S	S	S	S	N	N	N	N
Suspended <sup>g</sup>	N	N	N	S	S	S	N	N	N	N	S
Temporary <sup>h</sup>	N	N	N	S	S	S	S	S	N	N	N
Wall	S <sup>b</sup>	S <sup>b</sup>	N	S	S	S	S	S	S	S	S
Window	S <sup>b</sup>	S <sup>b</sup>	N	S	S	S	S	S	S	S	S
<b>Miscellaneous</b>											
Banner <sup>c</sup>	N	N	N	S	S	S	S	S	S	N	N
Flag <sup>i</sup>	P	P	P	P	P	P	P	P	P	P	P
Portable <sup>l</sup>	N	N	N	N	N	N	S <sup>i</sup>	N	N	N	N
<b>P</b>	=	<b>ALLOWED WITHOUT SIGN PERMIT</b>									
<b>S</b>	=	<b>ALLOWED ONLY WITH SIGN PERMIT</b>									
<b>N</b>	=	<b>NOT ALLOWED</b>									

- a. *If only residential use is located on the property then signage shall be governed by the RM column.*
- b. *No commercial message allowed on sign, except for a commercial message drawing attention to an activity legally offered on the premises.*
- c. *No commercial message of any kind allowed on sign if such message is legible from any location off the zone lot on which the sign is located.*
- d. *Only address and name of occupant allowed on sign.*
- e. *May include only building name, date of construction, or historical data on historic site; must be cut or etched in to masonry, bronze, or similar material.*
- f. *No commercial message of any kind allowed on sign.*
- g. *If such a sign is suspended or projects above a public right-of-way, the issuance and continuation of a sign permit shall be conditioned on the sign owner obtaining and maintaining in force liability insurance for such a sign in such form and such amount as the Director may reasonably from time to time determine, provided that the amount of such liability insurance shall be at least \$2,000,000 per occurrence per sign.*
- h. *The conditions of Section 4.5 of this Bylaw apply.*
- i. *Flags of Canada, the province, the city, foreign nations having diplomatic relations with Canada, and any other flags adopted or sanctioned by an elected legislative body of competent jurisdiction, provided that such a flag shall not exceed 5.5 square metres in area and shall not be flown from a pole the top of which is more than 12 metres in height. Any flag not meeting any one or more of these conditions shall be considered a banner sign and shall be subject to regulation as such.*
- j. *Permitted on the same terms as a temporary sign, in accordance with Section 4.5 except that it may be freestanding.*
- k. *Commercial signs in the AR1 and AR2 zones shall be governed by the C4 column in all schedules.*
- l. *Portable signs shall be allowed in all commercial zones and the light industrial zone provided they meet the terms for temporary signs.*

Amended by

#1654-1999

#1679-2000

& #1800-2003

**SCHEDULE "B"**

**MAXIMUM TOTAL SIGN AREA PER ZONE LOT BY ZONING DISTRICT**

	<i>RS</i>	<i>RM</i>	<i>R6</i>	<i>C1-A</i>	<i>C1/C7</i>	<i>C2</i>	<i>C3/C4/C6</i>	<i>C5</i>	<i>M1</i>	<i>M2/M3</i>	<i>P1/P2</i>
<i>The maximum total area of all signs on a zone lot except incidental, building marker, and identification signs, and flags<sup>b</sup> shall not exceed the lesser of the following:</i>											
<i>Maximum Number of Total Square Metres</i>	.75	18.5	18.5	18.5	18.5	74	18.5	9.25	37	185	18.5
<i>Percentage of Ground Floor Area of Principal Building</i>	NA	NA	NA	8%	8%	10%	8%	6%	8%	Greater of 2% or 18.6m <sup>2</sup>	NA
<i>Square Metre of Signage Per Linear Metre of Street Frontage<sup>c</sup></i>	NA	0.15	0.15	1.52	1.52	1.82	1.52	0.61	NA	NA	0.15

- a. *If only residential use is located on the property then signage shall be governed by the RS column.*
- b. *Flags of Canada, the province, the city, foreign nations having diplomatic relations with Canada, and any other flags adopted or sanctioned by an elected legislative body of competent jurisdiction, provided that such a flag shall not exceed 5.5 square metres in area and shall not be flown from a pole the top of which is more than 12 metres in height. Any flag not meeting any one or more of these conditions shall be considered a banner sign and shall be subject to regulation as such.*
- c. *Lots fronting on two or more highways are allowed a permitted sign area for each frontage. However, the total sign area that is oriented toward a particular highway may not exceed the portion of the lot's total sign area allocation that is derived from the lot, building, or wall area frontage on that highway.*

Amended by

**SCHEDULE C - NUMBER, DIMENSIONS, AND LOCATION OF INDIVIDUAL SIGNS  
BY ZONING DISTRICT**

#1679-2000 &  
#1800-2003

SIGN TYPE	RS	RM <sup>g</sup>	R6 <sup>g</sup>	C1-A	C1/C7	C2	C3/C4 /C6	C5	M1	M2/M3	P1/P2
<i>Individual signs shall not exceed the applicable maximum number dimensions or setbacks shown on this table and on Schedule D.</i>											
<b>Freestanding</b>											
Area (sq.m.)	0	1.1	1.1	0	0	11.1	7.4	7.4	7.4	7.4	3.7
Height (metres)	0	1.5	1.5	0	0	9.8 <sup>c</sup>	7.3 <sup>b</sup>	7.3 <sup>b</sup>	9.8	9.8	3.7
Setback (metres) <sup>d</sup>	0	.61	.61	0	0	1.5 <sup>c</sup>	1.5 <sup>b</sup>	1.5 <sup>b</sup>	3	3	1.5
<b>Number Permitted</b>											
•Per Zone Lot <sup>h</sup>	1	1	1	0	0	1	1	1	1	1	1
<b>Ground Signs</b>											
<b>Number Permitted</b>											
•Per Zone Lot	1 <sup>h</sup>	1 <sup>h</sup>	1 <sup>h</sup>	0	0	1 <sup>h</sup>	1 <sup>h</sup>	1 <sup>h</sup>	1 <sup>h</sup>	1 <sup>h</sup>	1 <sup>h</sup>
<b>Building</b>											
Area (max. sq.m.)	.74	.74	.74	NA	NA	NA	NA	NA	NA	NA	.93
Wall Area (percent <sup>f</sup> )	NA	NA	NA	15%	15%	10%	15%	10%	5%	5%	NA

- a. If only residential use is located on the property then signage shall be governed by the RS column.
- b. Maximum sign height is 7.3 metres, and minimum setback is 1.5 metres; however, in no case shall the actual sign height exceed the actual sign setback from any adjacent lot that is zoned and used for residential purposes. For example, if the sign is set back two metres from such a lot, it may be no more than two metres high.
- c. Maximum sign height is 9.8 metres, and minimum setback is 1.5 metres; however, in no case shall the actual sign height exceed the actual sign setback from any adjacent lot that is zoned and used for residential purposes. See example in Note b.
- d. In addition to the setback requirements on this table, signs shall be located such that there is at every highway intersection a clear view between heights of 1 metre and 3 metres in a triangle formed by the corner and points on the curb 10 metres from the intersection or entranceway.
- e. Lots fronting on two or more highways are allowed the permitted signage for each frontage, but signage cannot be accumulated and used on one highway in excess of that allowed for lots with only one frontage.
- f. The percentage figure here shall mean the percentage of the area of the wall of which such sign is a part or to which each such sign is most nearly parallel.
- g. Commercial freestanding signs are not allowed in these residential zones.
- h. Either a freestanding or a ground sign is permitted for the first 18.5 metres of frontage for each zone lot. One additional ground sign is permitted for each additional 18.5 metres of frontage thereafter.

Amended by  
#1564-1997 &  
#1679-2000

**SCHEDULE D - NUMBER AND DIMENSIONS OF CERTAIN  
INDIVIDUAL SIGNS BY SIGN TYPE**

			<b>VERTICAL CLEARANCE</b>	
	<b>Number Allowed</b>	<b>Maximum Sign Area</b>	<b>From Public Sidewalk or Public Street or Private Drive or Parking</b>	<b>From Private Sidewalk</b>
No sign shall exceed any applicable maximum numbers or dimensions, or encroach on any applicable minimum clearance shown on this schedule.				
<b>Freestanding</b> <i>Residential, Other, and Incidental</i>	See Schedule C	See Schedule C	NA	NA
<b>Building</b>				
<i>Banner</i>	NA	NA	3 m.	2.5 m. (8.2 ft.)
<i>Building Marker</i>	1 per bldg.	.37 sq.m.	NA	NA
<i>Canopy</i>	1 per bldg.	25% of vertical surface of canopy	3 m.	2.5 m. (8.2 ft.)
<i>Identification</i>	1 per bldg.	NA	NA	NA
<i>Incidental</i>	NA	NA	NA	NA
<i>Marquee</i>	1 per bldg.	NA	3 m.	2.5 m. (8.2 ft.)
<i>Projecting</i>	1 per bldg.	3.7 sq.m.	3 m.	2.5 m. (8.2 ft.)
<i>Residential</i>	1 per zone lot	NA	NA	NA
<i>Roof</i>	1 per principal bldg.	NA	NA	NA
<i>Roof, Integral</i>	2 per principal bldg.	NA	NA	NA
<i>Suspended</i>	1 per entrance	NA	3 m.	NA
<i>Temporary</i>	See Section 4.5	NA	NA	NA
<i>Wall</i>	NA	15% of total wall area	NA	NA
<i>Window</i>	NA	25% of total window area	NA	NA
<b>Miscellaneous</b>				
<i>Banner</i>	NA	NA	3 m.	2.5 m. (8.2 ft.)
<i>Flag</i>	NA	5.57 sq.m.	3 m.	2.5 m. (8.2 ft.)
<i>Portable</i>	1 where allowed <sup>a</sup>	1.86 sq.m.	NA	NA

a. Permitted on the same terms as a temporary sign, in accordance with Section 4.5, except that it may be freestanding.

Amended by  
#1679-2000 &  
#1800-2003

**SCHEDULE E - PERMITTED SIGN CHARACTERISTICS BY ZONING DISTRICT**

	<i>RS</i>	<i>RM</i>	<i>R6</i>	<i>C1-A</i>	<i>C1/C7</i>	<i>C2</i>	<i>C3/C4/C6</i>	<i>C5</i>	<i>M1</i>	<i>M2/M3</i>	<i>P1/P2</i>
<i>Animated</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>S</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>
<i>Changeable Copy</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>P</i>
<i>Illumination, Internal</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S<sup>b</sup></i>	<i>S</i>	<i>S</i>	<i>P<sup>b</sup></i>
<i>Illumination, External</i>	<i>N</i>	<i>P</i>	<i>P</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S<sup>b</sup></i>	<i>S</i>	<i>S</i>	<i>P<sup>b</sup></i>
<i>Illumination, Exposed bulbs or neon</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>
<b><i>P</i></b>	<b>= ALLOWED WITHOUT SIGN PERMIT</b>										
<b><i>S</i></b>	<b>= ALLOWED ONLY WITH SIGN PERMIT</b>										
<b><i>N</i></b>	<b>= NOT ALLOWED</b>										

- a. *If only residential use is located on the property then signage shall be governed by the RM column.*
- b. *No direct light or significant glare from the sign shall be cast onto any adjacent zone lot that is zoned and used for residential purposes.*