



# MISSISSAUGA

## THE CORPORATION OF THE CITY OF MISSISSAUGA SIGN BY-LAW 54-02

(Amended by 179-02, 438-03, 508-05, 240-07, 292-07, 385-08, 78-09, 32-15, 45-16, 242-16, 203-17, 65-18, 107-19, 151-19, 33-20)

WHEREAS pursuant to Paragraph 146 of Section 210 of the *Municipal Act*, R.S.O. 1990, c. M.45, as amended, authority is given to the municipal council to pass a by-law to regulate or prohibit signs and other advertising devices;

AND WHEREAS pursuant to paragraph 145 of Section 210 of the Municipal Act a municipal council may pass a by-law prohibiting the posting of placards, play bills, posters, writing or the writing of words, or the making of pictures or drawings, which are indecent or may tend to corrupt or demoralize, on any wall or fence or elsewhere on a highway or in a public place;

AND WHEREAS section 105 of the Municipal Act permits a municipal council to provide for a committee of council to hear interested parties or to afford them an opportunity to be heard before making a decision;

NOW THEREFORE the Council of The Corporation of the City of Mississauga enacts the following:

### 1. DEFINITIONS

The following words shall have the following meanings in this By-law:

“*abandoned sign*” means a sign located on property which becomes vacant and unoccupied for a period of ninety (90) days or more, or any sign which pertains to a time, event or purpose which no longer applies;

“*address sign*” means a fascia or ground sign on which the copy is limited to the name and address of a place, building, business, organization, person, or occupancy of the premises it identifies;

“*advertising device*” means any device or object erected or located so as to attract public attention to any goods or services or facilities or events and includes flags, banners, pennants and lights;

“*alter*” means any change to the sign structure or the sign face with the exception of the re-arrangement of numerals, letters or copy applied directly to the face of a sign and specifically designed and intended to be periodically rearranged, the repair and maintenance of a sign, and a change in sign copy;

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**“*animated sign*” means any kinetic or illusionary motion of all or any part of a sign and includes the rotation of a sign but does not include a changing copy sign;**

**“*awnings*” means a space frame system, moveable or fixed, covered with fabric or like material attached and projecting from a building or structure, but not forming an integral part thereof; (438-03)**

**“*awning sign*” means a sign with copy painted or affixed flat to the surface of an awning which does not extend vertically or horizontally beyond the limits of such awning;**

**“*banner*” means a sign or advertising device made from cloth, plastic or a similar lightweight non-rigid material;**

**“*B.I.A.*” means a Business Improvement Area established under the *Municipal Act*;**

**“*billboard sign*” means an outdoor sign that advertises goods, products, or services that are not sold or offered on the property where the sign is located, and is either single faced or double faced;**

**“*builder*” means a person, corporation or business constructing or proposing to construct new homes within a new home project in the City;**

**“*building facade*” means an exterior building wall facing a street and any other building wall which does not face a street but contains the main entrance for the public; (438-03, 203-17)**

**“*changing copy sign*” means a sign constructed so that the message or copy can be changed by manual, electronic, or electro-mechanical means;**

**“*City*” means The Corporation of the City of Mississauga as described in the *Region of Peel Act*, R.S.O., 1990, c. R.15, as amended;**

**“*Commissioner*” means the Commissioner of Planning and Building of the City of Mississauga or his designate;**

**“*construction site sign*” means a sign which identifies or provides information relating to or advertising the development or the construction of a building on the lands on which the sign is erected;**

**“*copy*” means the graphic content of a sign surface in either permanent or removable letter, pictorial, symbolic, or numeric form;**

**“*Council*” means the Council of the City of Mississauga;**

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**“designated light standard”** means a light standard owned by the City or Region and fitted with a poster sleeve;

**“development application sign”** means a sign authorized by the Commissioner of Planning and Building of the City of Mississauga or his designate, related to a development application; (438-03)

**“directional sign”** means any on premises sign which gives directions or instructions for the control of vehicular or pedestrian traffic and shall include an entry and exit sign;

**“Director”** means the Director of Building for the City or his/her designate; (32-15)

**“directory sign”** means a sign listing the tenants of a multi-tenant industrial building containing at least two distinct tenant units which sign includes only the municipal address and a list of tenants or occupancies for identification purposes;

**“double faced sign”** means a ground sign having two (2) sign faces of equal area and proportions which are located exactly opposite each other on the sign structure;

**“election sign”** means a sign advertising or promoting the election of a political party or a candidate for public office in a federal, provincial or municipal election;

**“facade”** means the entire building wall including a parapet;

**“farmer’ market directional sign”** means a temporary portable sign intended to direct traffic to a farmers’ market located within the City of Mississauga selling locally grown produce; (45-16)

**“fascia sign”** means a sign attached to, marked or inscribed on, erected or placed against a wall forming part of a building, or supported by or through a wall of a building and having the exposed face thereof on a plane approximately parallel to the plane of such wall and includes a painted wall sign and an awning sign. A fascia sign shall not include any other sign defined in this By-law unless otherwise stated;

**“flashing sign”** means a sign which contains an intermittent or flashing light source or which includes the illusion of intermittent or flashing light by means of animation or an externally mounted light source but does not include an automatic changing sign or electronically controlled message centre;

**“frontage”** means the length of the property line of any one lot parallel to and along each legally accessible public street;

**“garage sale sign”** means a sign advertising the sale of personal merchandise in a private garage sale held on a property zoned residential;

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**“gas bar canopy”** means an open and permanent roof structure, free standing or attached to a building, erected for the purpose of sheltering gasoline service pumps;

**“grade”** means the average surface elevation of the finished ground where said ground is in contact with any building, sign or other structure;

**“grouping of new home development signs”** means a group of not more than five (5) new home development signs all of which are located within a span of not more than 10 m in length; (438-03)

**“ground sign”** means a sign directly supported by the ground without the aid of any other building or structure, which sign includes the names of owner(s) and/or tenant(s) and address and/or advertises goods, products, services or events that are sold, offered, or provided on the premises on which the sign is located and does not include any other sign defined in this By-law;

**“height”** means the vertical distance measured from the average elevation of the finished grade immediately below a sign to the highest point of the sign and includes any support structure;

**“incidental sign”** means an on premises sign containing an informational message that has a purpose incidentally related to the use or occupancy of the premises and is intended to assist the public with respect to the location of business facilities or provides courtesy or directive information, but is not an advertisement;

**“inflatable sign”** means a sign or advertising device designed to be airborne and tethered to the ground or any other structure and shall include balloons and any other inflatable advertising device; (438-03)

**“industrial plaza”** means premises located in an industrial zone, developed and managed as a single premises and containing at least two (2) separate uses or occupancies;

**“local fresh produce directional sign”** means a portable sign directing traffic to a produce stand within the City of Mississauga where local fresh produce can be purchased but does not include a supermarket, grocery store or farmers’ market; (45-16)

**“menu board”** means a sign erected as part of a drive-through facility and used to display and order products and services available in association with a drive-through business;

**“multi-faced sign”** means a ground sign having more than two (2) sign faces up to a maximum of four (4) faces, each face being of equal area and proportion to the other;

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**“municipal boulevard”** means the untravelled portion of the street allowance between the curb or edge of the travelled roadway and the property line; (438-03)

**“new home development sign”** means a non-illuminated sign which is a portable sign and where the purpose of the sign is to direct attention to the sale of new homes but shall not include an open house directional sign; (203-17)

**“official sign”** means a sign required by or erected under any statute or by-law or other directive of any federal, provincial or municipal government or agency thereof or any board or commission and shall include a permanent sign erected on a public road allowance to inform the public of the location of Business Improvement Areas, public buildings, hospitals, public libraries, institutions, places of worship, parks, recreational or educational facilities;

**“On-premise sign”** means a sign relating in its copy to the premises on which it is located;

**“open house directional sign”** means a temporary portable sign intended to direct traffic to a residence for sale or lease, but shall not include a new home development sign;

**“owner”** means the registered owner of the lands or premises, or the person or the person's authorized agent in lawful control of a premises, building, occupancy, sign or other structure;

**“painted wall sign”** means any sign painted, applied as paint, or film or any other covering to any outside wall or other integral part of a building without the use of independent supports or frames;

**“parapet”** means that part of an exterior building wall that continuously extends above the roof line; (438-03)

**“person”** means an individual, business, firm, corporation, association or partnership;

**“place of religious assembly”** means any building used primarily as a place of public worship and is also used for administrative offices in conjunction with the place of worship as well as a place of conduct of social, recreational and charitable activities;

**“portable sign”** means a sign not permanently affixed to the ground and designed in such a manner as to be capable of being moved from place to place but does not include a sidewalk sign;

**“poster”** means a printed notice conveying information intended to be displayed for a temporary period of time and includes but is not limited to a bill, handbill, leaflet, notice, placard and election sign;

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**“poster sleeve”** means a collar or other protective covering provided and fitted by the City or Region to a designated light standard;

**“pre-menu board”** means a sign erected as part of a drive-through facility and only used to display products and services available in association with a drive-through business;

**“premises”** means a lot under registered ownership and includes all buildings and structures thereon;

**“projecting sign”** means a sign attached to a building and projecting out horizontally from a building at a right angle to the building;

**“property”** means a parcel of land having specific boundaries which is capable of legal transfer;

**“public property”** means property, land, or buildings owned by the City, Region, or a local board as defined in the *Municipal Affairs Act, as amended* or owned by the Federal or Provincial government(s);

**“pump island sign”** means a sign on top of gasoline service pumps or on the columns of a gas bar canopy, on guard posts or freestanding on a gasoline pump apron;

**“real estate sign”** means a temporary non-illuminated sign installed, erected or displayed on a property for the notification that a building, premises or portion thereof is offered for sale, rent or lease;

**“Region”** means the Regional Municipality of Peel as described in the *Region of Peel Act, R.S.O., 1990, c. R.15, as amended*;

**“repair and maintain”** means anything done to preserve the condition of a sign or to prevent the deterioration of the sign and includes the restoration of a sign by removing or replacing worn out, missing, damaged or broken parts;

**“roof sign”** means a sign which extends above the roof of a building or structure;  
(201-17)

**“shopping centre”** means a grouping of commercial retail outlets which have been designed, developed and managed as a unit by a single owner or group of owners or tenants located on the same lot or lots with a frontage not less than 45 metres and having common on-site parking;

**“sidewalk sign”** means a free standing sign placed upon but not permanently anchored in the ground. Without limiting the foregoing, this shall include signs commonly referred to as A-frame, T-frame, sandwich boards, and menu boards but shall not mean or include any other sign defined in this By-law; (203-17)

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**“*sight triangle*”** means in the case of a corner lot, the triangular space formed by the street lines and a line drawn from a point in one street line to a point in the other street line, each such point being 7.5 metres measured along the street from the point of intersection of the street lines where the street is a collector road, and 15 metres, where the street is a major or arterial road, or any other sight triangle that is set out in a relevant section of the City Zoning Bylaws, or in a site plan agreement, or a sight triangle otherwise approved by the City or Region;

**“*sign*”** means any surface, structure and other component parts, which are used or capable of being used as a visual medium to attract attention to a specific subject matter for identification, information or advertising purposes and includes an advertising device or notice;

**“*sign area*”** means the entire area of a sign face;

**“*sign face*”** means the surface of a sign including the border or frame together with any material forming an integral part of the background used to differentiate the sign from the backdrop or building on which it is erected. Where a sign is composed of individually installed letters, numerals or shapes, the sign face shall mean the area of the smallest polygon containing a maximum of eight (8) right angle sides that enclose all of the letters, numerals or shapes; (438-03, 203-17)

**“*sign owner*”** means the owner or lessee of a sign, or his agent. Where there is no owner, lessee or agent for a sign or such person cannot be determined with certainty, the sign owner shall be deemed to be the person or business having the use or major benefit of the sign, or if such person or business is unknown, the sign owner shall be deemed to be the registered owner of the land upon which the sign is situated;

**“*sign permit sticker*”** means an adhesive label signifying the issuance of a valid sign permit from the Planning and Building Department; (438-03)

**“*sign structure*”** means anything used to support or brace a sign face and which is attached to the ground or a building or structure;

**“*storey*”** means that portion of any building which is situated between the top of any floor and the top of the floor or roof next above it and shall include a parapet or any other integral part of the building, parallel to the same building facade, excluding structures enclosing mechanical equipment on the roof; (438-03)

**“*street*”** means any public highway but does not include a Provincial highway;

**“*street line*”** means the limit of the street allowance and is the dividing line between a lot and a street;

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**“unsafe”** when used with respect to a sign or sign structure means a condition which is structurally inadequate or faulty, or could be hazardous to a pedestrian or motorist;

**“window sign”** means a sign posted, painted, placed or affixed in or on a window exposed to public view, and shall include an interior sign that faces a window exposed to public view and located within 1 metre of a window;(240-07)

**“zone”** means the area of a defined land use zone in the City's Zoning By-laws passed under The *Planning Act*, 1990, R.S.O. 1990, Chapter P.13, or any predecessor or successor thereof.

**2. ADMINISTRATION**

The Commissioner of Planning and Building shall be responsible for the administration of this By-law.

**3. INTERPRETATION**

- (1) Words importing the singular number or the masculine gender only include more persons, parties or things of the same kind than one, and females as well as males and the converse.
- (2) A word interpreted in the singular number has a corresponding meaning when used in the plural.

**4. GENERAL PROVISIONS**

- (1) No person shall erect, display, alter or allow or cause the erection, display, or alteration of any sign within the City on publicly or privately owned lands without obtaining a permit under this By-law. (508-05)
- (2) Notwithstanding subsection 4 (1), a sign permit is not required for the following signs and all such signs shall comply with all other requirements of this By-law:
  - (a) official signs or signs pertaining exclusively to public safety;
  - (b) election signs, erected in accordance with Section 21;
  - (c) a non-illuminated trespassing, safety or other warning sign not exceeding 0.5 m<sup>2</sup> in sign area;(240-07)
  - (d) an address sign not exceeding 0.2 m<sup>2</sup> in sign area unless otherwise provided for in this By-law;(240-07)



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- (e) flags of corporations, educational, or religious organizations provided that not more than three (3) flags are located at one (1) premises;**
- (f) emblems or insignia of patriotic, civic, educational, or religious organizations;**
- (g) commemorative plaque or corner stone of a non-advertising nature;**
- (h) a directional sign in accordance with Section 18;**
- (i) a construction site sign on a construction site in accordance with Section 27;**
- (j) a sign other than an on-premises ground or fascia sign, erected, displayed or stored on the business premises of a sign manufacturer or contractor;**
- (k) a poster affixed to a poster sleeve in accordance with Section 22;**
- (l) a real estate sign in accordance with Section 26;**
- (m) a garage sale sign in accordance with Section 28;**
- (n) an open house directional sign in accordance with Section 29;**
- (o) an incidental sign;**
- (p) a sign for a contractor undertaking landscaping, home repairs or renovations, provided such sign is erected no more than 2 days prior to the commencement of the project and is removed from the property immediately after the project is completed;**
- (q) deleted by By-law 438-03**
- (r) public transit shelter advertising or any advertising on street furniture and fixtures approved by the City or Region;**
- (s) development application sign; (438-03)**
- (t) a local fresh produce directional sign in accordance with Section 29B (45-16)**
- (u) a farmers' market directional sign in accordance with Section 29B (45-16)**

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- (3) The requirements for signs contained in Sections 11 to 29A inclusive shall not apply to any sign erected on any land, building or structure owned or occupied by the City, but subsection 4 (1) shall apply to any such sign.(179-02)**
- (4) Except for an official sign or a sign otherwise permitted in this By-law or authorized by the City or Region, no sign is permitted on, over, partly on or over a street.**
- (5) Notwithstanding any other provisions of this By-law, the Region may allow a portable sign on any street under its jurisdiction, but subsection 4 (1) shall apply to any such sign.**
- (6) Any sign not expressly permitted by this By-law is prohibited and without limiting the generality of the foregoing, the following signs are specifically prohibited:**

  - (a) abandoned sign;**
  - (b) a banner other than a banner located within a public road allowance and approved by the City or Region;**
  - (c) flashing or animated sign;**
  - (d) a poster except as provided for in subsection 4 (2) (k);**
  - (e) projecting sign except as provided for in Section 13;**
  - (f) roof sign except if it is attached to the structure enclosing the mechanical equipment on the roof of a building over three (3) storeys in height, as permitted in Sections 13; (438-03, 240-07)**
  - (g) a sign located so as to obstruct the view of any pedestrian or motor vehicle driver so as to cause an unsafe condition;**
  - (h) a sign interfering with or obstructing the view of an authorized traffic sign, traffic signal, or official sign or any sign capable of being confused with such a traffic sign, traffic signal or official sign;**
  - (i) a sign located within a sight triangle;**
- (7) No person shall erect or cause the erection of a sign in a location which may interfere with or damage any above or below ground municipal or utility services which have been lawfully placed at the location; (508-05)**

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- (8) Except for an official sign, banner or sign pertaining exclusively to public safety, no person shall affix, attach or display or cause the display or attachment of any sign or advertisement on a utility pole or light standard, except as provided for in subsections 4 (2) (k) and 4 (6) (b); (508-05)**
- (9) No person shall attach, affix or display or cause the display or attachment of any sign or advertisement on a vehicle or trailer which is parked or located for the primary purpose of displaying said sign or advertisement. (508-05)**
- (10) unless specified elsewhere in this By-law, sign permits for any sign shall be issued only for businesses or uses located on the property on which the sign is to be located. (438-03)**

**5. APPLICATION FOR A SIGN PERMIT**

- (1) All signs shall comply with all other applicable City By-laws and all other applicable law. All signs shall be erected and designed in accordance with the requirements of the Ontario Building Code Act, as amended.**
- (2) Every applicant for a sign permit shall complete a sign permit application provided by the Building Division of the Planning and Building Department, submit all necessary plans and drawings, and pay all applicable fees as set out in the Fees and Charges By-law.**
- (3) Where the sign permit application meets all the requirements of this By-law and any other applicable laws, a sign permit shall be issued by the Commissioner.**

**(4) Sign Permit Information**

**All plans and drawings accompanying a sign permit application for a permanent sign shall be provided in duplicate and shall contain the following information:**

- (a) a key plan showing the general location of the land on which the proposed sign is to be located and the nearest major intersection;**
- (b) a plan of the premises drawn to scale showing all measurements in metric;**
- (c) the municipal address and legal description of the premises;**
- (d) the existing or proposed use of the premises;**
- (e) the zoning category of the premises;**

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- (f) the location of all existing buildings and their entrances;
- (g) the location and dimensions of the frontage and all boundaries of the premises on which the sign is proposed to be erected;
- (h) the location of the proposed sign on the premises;
- (i) details of the sign drawn to scale, including dimensions, sign area and any other information as may be required to determine compliance with this By-law;
- (j) other information as determined by the Commissioner with respect to the building including architectural and structural drawings as may be necessary to determine if the building is structurally capable, under the Ontario Building Code, of supporting the sign or advertising device; and
- (k) authorization of the owner of the premises on which the sign is to be erected or displayed.

**(5) Fascia Sign Permit**

**In addition to the information required under subsection 5 (4), all plans and drawings accompanying an application for a fascia sign permit shall contain the following information for a building or unit in a multi-unit complex:**

- (a) the dimensions of the building, wall or unit on which the fascia sign is to be affixed;
- (b) the location of all building or unit entrances;
- (c) the names of the occupants of each unit which is the subject of the application; and
- (d) identification of any existing sign on the building or unit.

**(6) Ground and Billboard Sign Permits**

**In addition to the information required under subsection 5 (4), all plans and drawings accompanying an application for a ground or billboard sign permit shall contain the following information:**

- (a) the location of any existing structures, above ground utilities, underground utilities, underground municipal services, parking areas, walkways, driveways, loading areas, vehicular access and egress points, billboard signs and ground signs on the premises;

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- (b) the identification by location, description, dimension and ownership of any existing or proposed easements or rights-of-way over the land and premises;**
  - (c) the location of all landscaped areas;**
  - (d) the location of any existing deciduous trees measuring greater than a 6 cm circumference by caliper and any existing coniferous trees measuring greater than 150 cm in height;(240-07)**
  - (e) identification of adjacent land uses, zoning, buildings, structures, billboard signs and ground signs;**
  - (f) the setback of the proposed billboard sign from the property line of adjacent residential lands;**
  - (g) the setback of the proposed billboard sign from other billboard signs within 200 metres of the proposed billboard sign; and (240-07)**
  - (h) the setback of the proposed sign from the property line.**
  
- (7) All plans and drawings accompanying an application for a portable, new development home, inflatable, or sidewalk sign permit shall be provided in duplicate and shall contain the following information: (179-02, 438-03)**
  - (a) a key plan showing the general location of the land on which the sign is to be located;**
  - (b) the location of the sign on the premises;**
  - (c) the dimensions of the sign drawn to scale and the sign area;**
  - (d) the distance from the sign to the nearest street line, sidewalk, driveway, ground sign, inflatable and portable sign, in accordance with Sections 23, 24, 25 and 29A. (438-03)**
  - (e) the written consent and authorization of the owner of the premises to the sign application; and**
  - (f) the method of securing the inflatable sign.**

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**6. EXPIRATION OF A SIGN PERMIT**

Every permit issued by the City shall expire six (6) months from the date of issuance unless the sign is erected or displayed for its intended purpose or within such earlier period of time as otherwise stated in the By-law. (438-03)

**7. RENEWAL OF A SIGN PERMIT**

- (1) Where a permit has been issued and before it has expired, an application may be made to extend the permit for a further six (6) months and the provisions of Section 5 do not apply.
- (2) The Commissioner may renew the permit after payment of the prescribed application fee where the sign conforms with this by-law.

**8. REVOCAION OF A SIGN PERMIT**

The City may revoke a permit under the following circumstances:

- (1) where the permit has been issued in error by the City; or
- (2) where the sign does not conform to this By-law, the Ontario Building Code, or any other applicable regulation or legislation; or
- (3) where the permit has been issued as the result of false, mistaken, incorrect, or misleading statements, or undertakings on the application.

**9. ESTABLISHMENT OF THE CLASS OF SIGNS BY ZONING CATEGORY**

For the purposes of this By-law, the following classes of signs are hereby established by reference to the following zone categories as set out and defined in the City of Mississauga Zoning By-law 0225-2007, as amended. Each class of sign shall only be permitted within the areas subject to the zone categories listed for that class below: (240-07, 203-17)

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**(1) Residential and Open Space Signs:**

**R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14, R15, R16  
RM1, RM2, RM3, RM4, RM5, RM6, RM7, RM8, RM9  
RA1, RA2, RA3, RA4, RA5  
G1, G2, AP  
OS1, OS2, OS3  
CCOS  
PB1, PB2  
I  
U  
B  
D**

**(2) Commercial, Office and Employment Signs:**

**O  
C1, C2, C3, C4, C5  
CC1, CC2, CC3, CC4  
E1, E2, E3**

**10. SPECIAL SIGN DISTRICTS**

- (1) For the purposes of this By-law, the following Special Sign Districts are defined within the City: Mineola District, Clarkson, Cooksville, Lakeview, Port Credit, and Streetsville and Churchill Meadows District Plan - Primary Development Corridors.**
- (2) The limits of the Special Sign Districts are delineated in maps attached as Schedules A, B, C, D, E, F and G to this By-law and shall form a part of this By-law.**

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**11. PERMITTED SIGN TYPES BY SIGN CLASS**

The sign types listed in Column 1 of the chart below, shall only be permitted in the property class indicated in Column 3 of the chart below. The By-law section applicable to each sign type listed in Column 1 of the chart below is shown in Column 2 of the chart below:(179-02, 438-03, 240-07)

**RES Residential and Open Space Signs**

**NON-RES Commercial, Office and Employment Signs**

COLUMN 1 SIGN TYPE	COLUMN 2 SECTION	COLUMN 3	
		RES	NON-RES
Billboard	20		•
Construction Site	27	•	•
Directional	18	•	•
Directory	13		•
Election	21	•	•
Fascia	17	•	•
Ground	16	•	•
Inflatable	29A		•

Menu Board	13		•
New Home Development	25	•	•
Portable Sign	23	• <sup>1</sup>	•
Pre-menu Board	13		•
Projecting	13		• <sup>2</sup>
Pump Island	13		•
Real Estate	26	•	•
Sidewalk Sign	24		• <sup>2</sup>
Window	19		•

- 1 School properties and places of religious assembly only.
- 2 Properties zoned C1, C2, C3, C4 and C5 only.
- 3 May be located on the adjacent street abutting the specific zone.



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**12. RESIDENTIAL AND OPEN SPACE SIGNS**

No person shall erect, display, alter, maintain or allow or cause the erection, display, alteration, or maintenance of any type of sign listed in Column 2 below in conjunction with the uses listed in Column 1 below unless the sign complies with the regulations and standards applicable to that sign type in Column 2 below and with any other provisions of this By-law. (438-03, 508-05, 240-07)

Column 1	Column 2					No.
	Address Sign	Fascia Sign	Ground Sign			
	Max. Sign Area	Max. Sign Area	Max. Sign Area	Max. Height	Min. Str. Line Setback	
One-family detached dwelling, Semi-detached dwelling, Duplex, Double duplex, Triplex, Row dwelling, Street row dwelling, Quadrifoil	0.2 m <sup>2</sup>	Not Permitted	0.4 m <sup>2</sup> only for an Address Sign	1.2 m	1 m	1
Apartment house Maisonette, Multiple horizontal dwelling, Garden court house, Terrace row dwelling, Stacked row dwelling	0.4 m <sup>2</sup> and located only on the wall of the first storey	Not Permitted	1.5 m <sup>2</sup> only for any address sign per by-law 265-91	3.6 m	1 m	1
School Place of Religious Assembly	N/A	5.0 m <sup>2</sup>	5.0 m <sup>2</sup>	4 m	1 m	1
Business <sup>1</sup>	N/A	0.4 m <sup>2</sup> and not erected higher than the upper limits of the first storey Non-illuminated	0.75 m <sup>2</sup> per sign face Non-illuminated or illuminated either by backlit with individual cut out letters or illuminated by spotlights	1.2 m	1 m	1
<sup>1</sup> No signs permitted for bed and breakfast Establishments						
Special Sign Districts Mineola District <sup>1,2,3</sup> <sup>1</sup> A window sign shall be prohibited in the Mineola District. <sup>2</sup> A ground sign in the Mineola District shall be a maximum of 0.45 m thick. <sup>3</sup> A ground sign in the Mineola District shall be either backlit, with individual cut out letters only, or illuminated by a spotlight.	0.09 m <sup>2</sup> and not illuminated	Not Permitted	1.12 m <sup>2</sup> and 0.37 m <sup>2</sup> message area	1.8 m Min. Height 0.9 m	1.5 m	1
Churchill Meadows District - Primary Development Corridors (business use only)	0.02 m <sup>2</sup>	15% of the front building face of the first storey and not to be erected higher than the upper limits of the first storey	0.4 m	1.2 m	1 m	1

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**13. COMMERCIAL, OFFICE AND EMPLOYMENT SIGNS**

No person shall erect, display, alter, maintain or allow or cause the erection, display, alteration, or maintenance of any type of sign listed in the following tables in conjunction with the uses listed in Column 1 unless the sign complies with the regulations and standards applicable to that sign type in Column 2 below and with any other provisions of this By-law. (438-03, 508-05, 240-07)

**Table 1**

**Fascia Signs**

Column 1	Column 2	
Use	Maximum Sign Area	
Commercial Undertaking Shopping Centre	20% of the building facade of the first storey and An additional 15% of the building wall of the first storey of the side and rear elevations of the building which does not have a main entrance for the public and faces a parking lot or driveway but does not face a residential use within 100 m of this building facade.	
Cinema Theatre	20% of the building facade of the first storey.	
Office <sup>1,2</sup> Hotel <sup>1,2</sup>	20% of the building facade of the first storey for each occupancy and an additional two fascia signs located between the limits of the top floor and parapet or roof level or located on the structure enclosing the mechanical equipment on the roof, both in total, not greater in area than 2% of the building face on which the sign is located.	
Service Station	Commercial Undertaking	20% of a wall facing a street line or gas pumps.
	Pump Island	4.0 m <sup>2</sup> per pump island.
	Car Wash Service Bays	15% of a wall with an entrance. 10% of a wall with an exit or facing gas pumps.
	Gas Bar Canopy	100% of the canopy of which only a maximum of 20% may be “copy” area. 50% of permitted “copy” area can extend above the roof line of the canopy.
Individual Free-standing Industrial Establishment <sup>2</sup>	15% of the building facade	
Multi-occupant Industrial Establishment <sup>2,3</sup>	15% of the building facade of the first storey for each occupancy. 1 sign permitted per occupancy.	
Special Sign Districts Clarkson Cooksville Lakeview Port Credit Streetsville	15% of the building face of the first storey for each occupancy.	
Notes:		
<sup>1</sup> An office building or hotel over three (3) storeys in height shall be permitted two (2) additional fascia signs per building located between the limits of the top floor and the parapet or roof level, or located on the structure enclosing the mechanical equipment on the roof, both in total, not greater in area than 2% of the building face on which the sign is located.		
<sup>2</sup> Notwithstanding subsection 17 (5), no person shall erect a sign in an Employment zone that is visible from any land zoned for residential uses and located between Eastgate Parkway and Rathburn Road East.		
<sup>3</sup> In a Multi-occupant Industrial Establishment, where the main public entrance to an occupancy does not face a street, the wall through which the main entrance passes may be used as the building facade to determine the permitted sign face area of the fascia sign for the occupancy.		

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**Table 2**

**Projecting Signs**

Column 1	Column 2
Use	Maximum Sign Area
<b>Special Sign Districts</b> Clarkson Cooksville Lakeview Port Credit Streetsville	Maximum area of 0.8 m <sup>2</sup> Minimum 2.5 m clearance from grade.
<b>Note:</b> The owner of a projecting sign that overhangs a public right-of-way shall enter into an encroachment agreement with the City.	

**Table 3**

**Ground Signs**

Column 1	Column 2				
Use	Minimum Frontage	Number	Maximum Sign Area	Maximum Height	Minimum Street Line Setback
Commercial Undertaking	25.0 m	1 for each street line	15.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
Shopping Centre < 4.0 ha Office Building Hotel Service Station	N.A.	1 for each street line	15.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
Shopping Centre ≥ 4.0 ha	N.A.	1 for each street line and additional ground sign may be erected along each street line of a property, providing that each ground sign is a minimum of 100 m from any other ground sign located on the same street line.	28.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
Cinema Theatre	N.A.	1 for each street line	20.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
Office Hotel	N.A.	1 for each street line	15.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
Individual Free-standing Industrial Establishment <sup>1</sup>	N.A.	1 for each street line	15.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
Multi-occupant Industrial Establishment <sup>1</sup>	N.A.	1 for each street line	15.0 m <sup>2</sup> per sign face	7.5 m	1.0 m
<b>Special Sign Districts</b> Clarkson Cooksville Lakeview Port Credit Streetsville	15.0 m	1 for each street line where the building is setback 4 m from the street line	3.5 m <sup>2</sup> per sign face	3.0 m	0.5 m

**Notes:**

<sup>1</sup> Notwithstanding subsection 17 (5), no person shall erect a sign in an Employment zone that is visible from any land zoned for residential uses and located between Eastgate Parkway and Rathburn Road East.

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**Table 4**

**Billboards**

Column 1	Column 2			
Use	Number	Maximum Sign Area	Maximum Height	Minimum Setbacks
Shopping Centre Office Building Hotel Service Station Motor Vehicle Dealership	1 for each property where there is no ground sign	20.0 m <sup>2</sup> per sign face	See Section 20	See Section 20
Individual Free-standing Industrial Establishment <sup>1</sup>	1 for each property where there is no ground sign	20.0 m <sup>2</sup> per sign face	See Section 20	See Section 20
Vacant Industrial Property <sup>1</sup>	1	20.0 m <sup>2</sup> per sign face	See Section 20	See Section 20

Notes:  
<sup>1</sup> Notwithstanding subsection 17 (5), no person shall erect a sign in an Employment zone that is visible from any land zoned for residential uses and located between Eastgate Parkway and Rathburn Road East.

**Table 5**

**Pre-Menu Boards and Menu Boards**

Column 1		Column 2					
Use		Pre-Menu Board			Menu Board		
		Number	Maximum Sign Area	Maximum Height	Number	Maximum Sign Area	Maximum Height
Commercial Undertaking		1 per drive-through lane	2.0 m <sup>2</sup>	3.0 m	1 per drive-through lane	4.1 m <sup>2</sup>	3.0 m
Service Station	Commercial Undertaking	Not Permitted	N.A.	N.A.	1 per drive-through lane	2.0 m <sup>2</sup>	3.0 m
	Car Wash	Not Permitted	N.A.	N.A.	1 per car wash	2.0 m <sup>2</sup>	3.0 m

**Table 6**

**Directory Signs**

Column 1	Column 2		
Use	Maximum Sign Area	Maximum Height	Minimum Street Line Setback
Multi-occupant Industrial Establishment <sup>1</sup>	5.0 m <sup>2</sup>	4.0 m	7.5 m

Notes:  
<sup>1</sup> Notwithstanding subsection 17 (5), no person shall erect a sign in an Employment zone that is visible from any land zoned for residential uses and located between Eastgate Parkway and Rathburn Road East.

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14. **INDUSTRIAL SIGNS** - THIS SECTION DELETED BY BY-LAW 240-07

15. **AGRICULTURAL SIGNS** - THIS SECTION DELETED BY BY-LAW 240-07

16. **GROUND SIGNS**

- (1) The maximum total sign area for a ground sign that is a double faced or a multi-faced sign shall be double the area permitted for one sign face.
- (2) Where a ground sign contains up to three (3) sign faces but is not a double faced sign, the maximum total sign area shall be double the area permitted for one sign face and each sign face shall be attached to the adjacent sign face at an angle no greater than 90 degrees.
- (3) A ground sign in a office, commercial or employment zone providing that it is located on the same street as the municipal address, and shall display the municipal address number in numerals and letters that are a minimum of 150 mm in height. (438-03, 240-07)
- (4) The sign face of a ground sign may include a changing copy sign with a sign area not exceeding 50 percent of the sign face of the ground sign.
- (5) A ground sign shall not be located within 3 metres of a driveway entrance or exit. (240-07)
- (6) No ground sign shall be located in the rear or side yard of a lot in a commercial or industrial zone located adjacent to a Provincial highway.

17. **FASCIA SIGNS**

- (1) A fascia sign may project out from a building wall not more than 60 centimeters.(240-07)
- (2) A fascia sign shall be attached to the building facade used to calculate the maximum sign area of the sign.
- (3) A fascia sign shall be erected no higher than the upper limit of the first storey of a building, unless otherwise permitted in this By-law, but this shall not apply to an enclosed shopping centre.
- (4) When the area of the sign face of a fascia sign is related to the area of a wall, the area of the wall applicable shall be taken as that wall area projected on a plane parallel to the sign face, or tangent thereto if the sign face is not flat.

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- (5) Where a building is located in a commercial or industrial zone on a lot that is adjacent to a Provincial highway, the Provincial highway shall be considered a street for the purposes of permitting a fascia sign in compliance with this By-law.

**18. DIRECTIONAL SIGNS**

- (1) A directional sign shall have a maximum sign area of 0.75 m<sup>2</sup>, a maximum height of 1.2 m and be located no closer than 0.6 m to the street line or a driveway entrance or exit. (438-03, 240-07)

**19. WINDOW SIGNS**

- (1) The maximum sign area of any permitted window sign shall not cover more than 25% of any single window, or 25% of the entire surface area of a group of windows and shall not block the clear view of exits or entrances and shall maintain visibility into the interior of the premises at all times.

**20. BILLBOARDS**

- (1) Where a billboard sign is permitted, it may be illuminated or non-illuminated, single or double faced only.
- (2) No part of a billboard sign shall be:
- (a) located closer than 92 metres from another billboard sign on the same side of the street, but this does not apply to billboard signs on opposite sides of grade separated railway crossings;(240-07)
  - (b) located closer than 92 metres measured in a straight line from a residential zone; (508-05, 240-07)
  - (c) exceed 7.62 metres in height;(240-07)
  - (d) located closer than 7.5 metres to the street line;(240-07)
  - (e) multi-faced.
- (3) The maximum sign area of a billboard shall be 20 m<sup>2</sup> per sign face.(240-07)

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**TEMPORARY SIGNS**

**21. ELECTION SIGNS**

- (1) No candidate or his agent or any other person shall affix, erect or otherwise display an election sign or permit an election sign to be affixed, erected or otherwise displayed: (508-05)**

  - (a) on or overhanging public property;**
  - (b) on a utility pole or light standard unless it is affixed to a poster sleeve on a designated light;**
  - (c) on any official sign or official sign structure;**
  - (d) within a sight triangle;**
  - (e) within 50 metres of the exterior main entrance to the polling station or the front facade of the building which contains the polling station, whichever is greater;(240-07)**
  - (f) at any location where the election sign:**

    - (i) obstructs the view of any pedestrian or driver of a motor vehicle, or obstruct the visibility of any traffic sign or device, or where it could interfere with vehicular traffic so that it could endanger any person;**
    - (ii) obstructs openings required for light, ventilation, ingress, egress or firefighting;**
    - (iii) constitutes a danger or hazard to the general public.**
  - (g) on a concrete or masonry noise attenuation wall.**
- (2) No candidate or his/her agent or any other person shall affix, erect or otherwise display an election sign or permit or cause an election sign to be erected, affixed, or otherwise displayed earlier than the twenty-nine (29) days that precede an election day for a municipal election or prior to the issuance of writs for either a provincial or federal election according to the *Election Act* and *Canada Elections Act* respectively. (508-05, 292-07, 242-16, 65-18)**
- (3) An election sign shall not exceed a maximum sign area of 1.5 m<sup>2</sup> with the exception of those placed on billboard signs.(240-07)**

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- (4) An election sign which is a fascia sign may be affixed to the face of the building or building unit which is used as a candidate's campaign headquarters provided such fascia sign complies with the provisions of this By-law for a fascia sign.**
- (5) An election sign shall be removed within forty-eight (48) hours immediately following 11:59 p.m. of the day of the election.**
- (6) The candidate to whom the election sign relates shall be responsible for the erection or display of the election sign and shall ensure that all the requirements of this By-law have been met. (508-05)**
- (7) Where an election sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may cause the sign to be removed immediately without notice and/or take any further action as provided in Section 31. (508-05)**

**22. POSTERS**

- (1) No person shall affix or place a poster or cause a poster to be affixed to a poster sleeve unless such poster meets the requirements of this By-law.**
- (2) A person shall only affix or place one poster on a poster sleeve and such poster shall:**
  - (a) indicate the name of the person or business responsible for placing the poster;**
  - (b) be no greater in size than 22 cm by 28 cm;(240-07)**
  - (c) conform to the shape of the poster sleeve;**
  - (d) be attached only by staples, push pins or tacks;**
- (3) No person shall affix or place a poster or cause a poster to be placed or affixed on a poster sleeve fitted to a designated light standard if the poster conveys a message with respect to an unlawful activity or to an activity which a peace officer or a municipal law enforcement officer has reason to believe is unlawful.**
- (4) The City may remove and dispose of lawfully and unlawfully placed posters without notice in accordance with its regular maintenance schedule.**



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**23. PORTABLE SIGNS**

- (1) A portable sign shall be located completely on private property.**
- (2) A maximum of six (6) portable sign permits per calendar year shall be issued to each business at a municipal address.**
- (3) Subject to Section 23 (2) a portable sign shall not be erected or displayed for more than twenty-one (21) consecutive days from the date the permit is issued.**
- (4) A maximum of one portable sign may be erected along each street line of a property; (438-03)**
- (5) No business shall be issued a permit or erect or display a portable sign unless a minimum of twenty-one (21) consecutive days have passed since the expiry date endorsed on a previous portable sign permit issued for each property line abutting a street; (438-03, 508-05)**
- (6) In addition to the portable sign permitted in Subsection 23(4), an additional portable sign may be erected along each street line of a property, provided that each portable sign is located a minimum of 200m from any other portable sign located on the same street line and on the same property; (438-03)**
- (7) The additional portable sign under Subsection 23(6) may be erected providing that a minimum of twenty-one (21) consecutive days have passed since the expiry date endorsed on the previous additional portable sign along this property line; (438-03)**
- (8) Subject to Section 23 (5) a portable sign shall:(438-03)**
  - (a) contain no more than two (2) sign faces, and each sign face shall have a maximum area of 5 m<sup>2</sup> (53.8 sq. ft.);**
  - (b) not exceed 2.5 m in height above grade and 3.05m width; (438-03)**
  - (c) not be located within 3m of a driveway entrance or exit or a side property line; (438-03)**
  - (d) be located on private property and not be closer than 1.0 m from a municipal sidewalk; (438-03)**
  - (e) Repealed (438-03, 151-19)**

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- (9) Where a portable sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:(438-03)
- (a) notify or order the owner to:
    - (i) repair the portable sign;
    - (ii) pull down or remove the portable sign;
    - (iii) make the portable sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.
- (10) Notwithstanding subsection (8)(e) of this section, portable signs may have: (438-03, 385-08, 78-09)
- (a) a maximum of two horizontal lines of colour copy, each with a maximum height of 30 cm (11.8 inches); or
  - (b) one horizontal line of colour copy with a maximum height of 60 cm (23.6 inches);
- (10.1) deleted by by-law 78-09
- (11) A valid sign permit sticker issued by the Planning and Building Department shall be affixed to the sign for which the sign permit has been issued and clearly displayed on the sign. (438-03)

**24. SIDEWALK SIGNS**

- (1) A sidewalk sign shall only be displayed or erected on the municipal boulevard abutting the business and only in cases where it is not possible because of the size of the lot, to locate a ground sign or portable sign entirely on the same lot as the business for which the permit applies. (438-03)
- (2) Before issuing a permit for a sidewalk sign, the applicant shall provide confirmation to the City that a minimum of \$2,000,000.00 of valid comprehensive general liability insurance is in effect and that the City is named as an additional insured.
- (3) A sidewalk sign:

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- (a) shall have a maximum height of 1 metre, a maximum of two sign faces and any sign face shall not exceed 0.55 m<sup>2</sup> in area;(240-07)
  - (b) shall be displayed only between sunrise and sunset of every business day and shall be taken indoors at all other times;
  - (c) shall not be located within 3 metres of a driveway entrance;(240-07)
  - (d) shall not be located within 10 metres of a ground sign and 25 metres of a portable sign on the same lot.(240-07)
  - (e) to maintain a minimum unobstructed width of 1.5 m for pedestrians, in front of the building. (438-03, 240-07)
- (4) Where a sidewalk sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
- (a) notify or order the owner to:
    - (i) repair the sidewalk sign;
    - (ii) pull down or remove the sidewalk sign;
    - (iii) make the sidewalk sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.
- (5) A valid sign permit sticker issued by the Planning and Building Department shall be affixed to the sign for which the sign permit has been issued and clearly displayed on the sign. (438-03)

**25. NEW HOME DEVELOPMENT SIGNS**

- (1) A new home development sign placed on a street under the jurisdiction of the City, shall comply with the following requirements:
- (a) New home development signs shall be limited to groupings of not more than five (5) signs, provided that the groupings are; (438-03)
    - (i) restricted to two corners of a street intersection; (438-03)
    - (ii) restricted to two (2) per street block and not placed closer than 100m from any other grouping of new home development signs on the same side of the street; and
    - (iii) not placed adjacent to residential property except for the rear property line of the lot or a lot that is undeveloped; (438-03)

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- (2) **A new home development sign shall:**
- (a) **contain no more than two (2) sign faces, each sign face having a maximum area of 1.5 m<sup>2</sup>;(240-07)**
  - (b) **be a maximum height of 1.2 metres.(240-07)**
- (3) **No person shall place or cause the erection or display of or locate a new home development sign: (508-05)**
- (a) **on a median or any other location on a street that obstructs a sight line or otherwise interferes with street maintenance, or impedes the movement of pedestrians or vehicular traffic, or otherwise creates a hazard; (438-03)**
  - (b) **closer than 10 metres to a transit stop;(240-07)**
  - (c) **closer than 5 metres to a driveway intersection with a street line;(240-07)**
  - (d) **within 1 metre of any municipal sidewalk. (240-07)**
- (4) **No person shall place or locate a new home development sign on a street before 5:00 p.m. on a Friday and all such signs shall be removed no later than 7:00 a.m. of the immediately following Monday, provided that where a Friday or Monday is a statutory holiday, the hours shall be extended only to the extent necessary to include the statutory holiday.**
- (5) **Before issuing a permit for a new home development sign, the builder or applicant shall provide confirmation to the City that a minimum of \$2,000,000.00 of valid comprehensive general liability insurance is in effect and that the City is named as an additional insured.**
- (6) **Where a new home development sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:**
- (a) **notify or order the owner to:**
    - (i) **repair the new home development sign;**
    - (ii) **pull down or remove the new home development sign;**
    - (iii) **make the new home development sign comply with the provisions of this By-law.**

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- (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.
- (7) A valid sign permit sticker issued by the Planning and Building Department shall be affixed to the sign for which the sign permit has been issued and clearly displayed on the sign. (438-03)

**26. REAL ESTATE SIGNS**

- (1) One (1) real estate sign shall be permitted for each street line of the property on which the sign is erected.
- (2) The sign face of a real estate sign shall not exceed 1 m<sup>2</sup> if erected on a property zoned residential and shall not exceed 4 m<sup>2</sup> if erected on a property zoned agricultural, industrial or commercial.(240-07)
- (3) Sold signs shall be removed from a property within thirty (30) days following the sale of the property. (107-19)
- (4) The display of coming soon signs on a property is permitted only within two (2) weeks of listing the property for sale. (107-19)
- (5) Where a real estate sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the real estate sign;
    - (ii) pull down or remove the real estate sign;
    - (iii) make the real estate sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**27. CONSTRUCTION SITE SIGNS**

- (1) (a) A construction site sign: (438-03)
  - (i) may have a maximum height of 7.5 m, a maximum of two (2) sign faces and the maximum sign area permitted shall be 60 m<sup>2</sup>;(438-03)

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- (ii) shall have a minimum setback of 3.0 m from any property line; and (438-03)
    - (iii) shall have a minimum setback of 3.0 m from any driveway entrance or exit; (438-03)
  - (b) Construction site signs must be removed from the construction site within sixty (60) days of the first occupancy of the project; (438-03)
  - (c) One construction site sign is permitted for each street line of the project on which the sign is to be erected. An additional construction site sign may be erected along each street line of a project, provided:(438-03)
    - (i) that each construction site sign is a minimum of 100 m from any other construction site sign located on the same street line and on the same project; and (438-03)
    - (ii) that the combined total sign area of the two construction site signs located on the same street line and on the same project shall not exceed 60 m<sup>2</sup> (438-03)
- (2) Where a construction site sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) deleted by By-law 438-03
    - (ii) pull down or remove the construction site sign;
    - (iii) make the construction site sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**28. GARAGE SALE SIGNS**

- (1) A garage sale sign shall not exceed 0.6 metres in any dimension and shall not exceed 0.36 m<sup>2</sup> in sign area.(240-07)
- (2) A garage sale sign may be located in the untravelled portion of the street allowance or on a poster sleeve, but not in a manner so as to create a traffic hazard.

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- (3) No person shall place or locate or cause the erection or display of a garage sale sign before 5:00 p.m. of the day immediately before the garage sale and all such signs shall be removed by no later than 7:00 a.m. of the day immediately following the garage sale. (508-05)**
- (4) Where a garage sale sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:**
  - (a) notify or order the owner to:**
    - (i) repair the garage sale sign;**
    - (ii) pull down or remove the garage sale sign;**
    - (iii) make the garage sale sign comply with the provisions of this By-law.**
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.**

**29. OPEN HOUSE DIRECTIONAL SIGNS**

- (1) An open house directional sign shall have a maximum height of 1 metre and a maximum sign area of 0.8 m<sup>2</sup> per sign face.(240-07)**
- (2) An open house directional sign may be erected on that portion of a street located between the curb or edge of the travelled roadway and the sidewalk, or where no curb exists, such sign may be erected on the untravelled portion of the right-of-way closest to the outer edge of the travelled roadway.**
- (3) An open house directional sign shall display the hours of the open house. (107-19)**
- (4) An open house directional sign is permitted to be displayed between the hours of 10am and 6pm on the day of the open house only. (107-19)**
- (5) No more than six (6) open house directional signs are permitted per open house property. (107-19)**
- (6) Where an open house directional sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:**
  - (a) notify or order the owner to:**
    - (i) repair the open house directional sign;**
    - (ii) pull down or remove the open house directional sign;**

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- (iii) make the open house directional sign comply with the provisions of this By-law.
- (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**29A INFLATABLE SIGNS (179-02)**

- (1) No person shall erect or cause the erection of an inflatable sign without a permit and an inflatable sign shall be erected in the specific location as shown on a plan approved for such purposes by the commissioner. (508-05)
- (2) An inflatable sign shall only be permitted on a property with a minimum frontage of 15 metres (49 feet).
- (3) An inflatable sign shall be located:
  - (a) a minimum of 3.0 metres (9.8 ft) from any property line;
  - (b) a minimum of 3.0 metres (9.8 ft) from any driveway entrance and exit;
  - (c) a minimum of 10 metres (32.8 ft) from any ground or portable sign on the same property or abutting property; and
  - (d) a minimum of 92 metres (301 ft) measured in a straight line from a residential property;
  - (e) a minimum of 50 metres (164 ft) from a traffic light standard.
- (4) An inflatable sign shall have a maximum height of 7.0 metres (22.96 ft) and a maximum width of 6.0 metres (19.68 ft).
- (5) One inflatable sign shall be permitted for each property at any one time.
- (6) Sign permits to erect or display inflatable signs shall be issued for periods of a maximum of fourteen (14) consecutive days, No more than two (2) permits shall be issued for a single business on the property on which the sign is to be displayed, in a calendar year.
- (7) No business shall be issued a permit or erect or display an inflatable sign unless a minimum of twenty-one (21) consecutive days has passed since the expiry date endorsed on a previous inflatable sign permit issued on the same property



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- (8) Sign permits for inflatable signs shall be issued only for businesses or uses currently on the property on which the sign is to be displayed.**
- (9) All inflatable signs shall be properly secured to the satisfaction of the Commissioner.**
- (10) Before being issued a sign permit for an inflatable sign, the applicant shall provide confirmation to the City that a minimum of \$2,000,000.00 of valid comprehensive general insurance is in effect.**
- (11) Where an inflatable sign has been affixed, erected or otherwise displayed in contravention of any provision of the By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the inflatable sign**
    - (ii) pull down or remove the inflatable sign; or**
    - (iii) make the inflatable sign comply with the provisions of this By-law; and****
  - (b) pull down or remove such sign and charge the owner of the sign a fee in accordance with Section 31.****
- (12) A valid sign permit sticker issued by the Planning and Building Department shall be affixed to the sign for which the sign permit has been issued and clearly displayed on the sign. (438-03)**

**29B LOCAL FRESH PRODUCE AND FARMERS' MARKET DIRECTIONAL SIGNS (45-16)**

- (1) A local fresh produce or farmers' market directional sign shall have a maximum height of 1 metre and a maximum sign area of 0.8m<sup>2</sup> per sign face.**
- (2) A local fresh produce or farmers' market directional sign may be erected on the portion of a street located between the curb or edge of the travelled roadway and the sidewalk, or where no curb exists, such sign may be erected on the untraveled portion of the right-of-way closest to the outer edge of the travelled roadway.**
- (3) Each local fresh produce stand or farmers' market is permitted to display one (1) local fresh produce or farmers' market directional sign per intersection.**
- (4) Each produce stand or farmers' market is permitted to display a maximum of 10 local fresh produce or farmers' market directional signs respectively,**

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not exceeding a distance of 2.0 km in radius from the location of the stand or market.

- (5) A local fresh produce or farmers' market directional sign shall only be displayed during the operation hours of the produce stand or farmers' market.

**30. MAINTENANCE OF SIGNS**

- (1) The owner of any sign, shall maintain or cause such sign to be maintained in a proper state of repair, so that such sign remains completely operative at all times and does not become unsafe, defective or dangerous.
- (2) Maintenance or repairs using materials identical to the materials of the component being maintained or repaired does not constitute an alteration so as to require a permit to be issued.

**31. PENALTIES AND ENFORCEMENT**

- (1) Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine and any other penalties imposed pursuant to the Provincial Offences Act. R.S.O. 1990,c. P-33, as amended. (508-05)
- (2) Where a sign is affixed, erected or otherwise displayed in contravention of this By-law, in addition to any other action that the Commissioner may take under this By-law, the Commissioner may:(508-05)
- (a) immediately remove such sign at the expense of the sign owner or any other person responsible for the erection or display of such sign without notice if:
- (i) the sign constitutes a safety hazard or concern; or
- (ii) the sign or a portion of the sign is located on public property;
- and/or
- (b) issue a notice to the owner or any other person responsible for the erection or display of such sign to remove, repair or replace the sign, or otherwise make the sign comply with the provisions of the By-law. Failure to comply with the notice by the time and date as stipulated may result in the removal of such sign by the City at the expense of the sign owner or such other person responsible for the erection or display of the sign. (508-05)
- (3) Any expense incurred by the City as a result of the work conducted by the City pursuant to subsection 31(2) may be recovered by action or by adding

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**the costs to the tax roll and collecting them in the same manner as taxes.  
(508-05)**

- (4) Any sign removed by the City pursuant to this By-law shall be stored for thirty (30) days, unless:(508-05)**
- (a) the sign is redeemed by the owner of the sign or his agent pursuant to subsection 31(5); or**
  - (b) the size of the sign is 1.0m<sup>2</sup> (10 sq. ft.) or less, in which case the Commissioner may direct that the sign be destroyed or disposed of in any manner he deems fit at any time without further notice; or**
  - (c) the sign is a banner, in which case the Commissioner may direct that the sign be destroyed or disposed of in any manner he deems fit at any time without further notice.**
- (5) Except for a sign described in subsections 31(4)(b) and 31(4)(c), the owner of a sign or his agent may redeem a sign that has been removed and stored by the City by: (508-05)**
- (a) completing a signed acknowledgement and release on the prescribed form; and**
  - (b) paying the applicable removal and storage fee.**
- (6) Except for an election sign less than 1m<sup>2</sup> the fee for the removal of a sign under this By-law is \$200.00 per sign or the City's actual cost of removing the sign, whichever is greater. (508-05, 292-07)**
- (7) The storage fee for signs removed under this By-law shall be \$20.00 per day or part thereof, or \$2.00 per m<sup>2</sup> of sign face per day or part thereof, whichever is greater. (508-05)**
- (8) This section deleted by By-law 292-07.**
- (9) Any sign that is stored by the City for more than thirty (30) days and not redeemed by the owner of the sign or his agent within that period of time may be destroyed or otherwise disposed of by the Commissioner without further notice. (508-05)**
- (10) Nothing in this section 31 shall limit the City from enforcing the provisions of this By-law by any other action or remedy permitted in law. (508-05)**

**32. VARIANCES**

- (1) An application for variance shall be made on the appropriate form to the Director and shall be accompanied by: (438-03, 32-15)**

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- (a) **the appropriate fee as set out in the Fees and Charges By-law; (438-03)**
  - (b) **21.59 cm x 27.94 cm drawings with the information required in Section 5.4, in duplicate, and (438-03)**
  - (c) **a letter from the owner outlining their rationale for the variance; (438-03)**
- (2) **The Director shall have the power and authority to grant, refuse or impose terms and conditions on a variance. (32-15)**
- (3) **If the Director refuses to grant a variance, he/she shall advise the applicant and provide the applicant with written reasons for the refusal. (32-15)**
- (4) **An applicant may submit an appeal application in writing to the City's Planning staff within twenty (20) days from the date of the Director's decision made in accordance with subsection (3). Where the appeal period set out in this subsection has expired, the decision of the Director shall be final. (32-15, 33-20)**
- (5) **If an appeal is sought in accordance with subsection 32(4) of this By-law, the Director shall notify the applicant once a hearing date before the Planning and Development Committee has been fixed and if the applicant does not attend at the appointed time and place, the Planning and Development Committee may proceed in the absence of the applicant and the applicant will not be entitled to further notice in the proceeding. (32-15,33-20)**
- (6) **Both the Director and Planning and Development Committee may recommend authorization for variances from the provisions of the By-law, if in the opinion of the Director or the Planning and Development Committee, the general intent and purpose of the By-law are maintained. (32-15)**
- (7) **In considering an appeal of the Director's decision, the Planning and Development Committee shall have regard for: (32-15)**
  - (a) **The Director's reasons for refusal;**
  - (b) **Special circumstances or conditions applying to the land, building or use referred to in the application;**
  - (c) **Whether strict application of the provisions of this By-law in the context of the special circumstances applying to the land, building or use, would result in practical difficulties or unnecessary and unusual**

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**hardship for the applicant, inconsistent with the general intent and purpose of this By-law;**

**(d) Whether such special circumstances or conditions are pre-existing and not created by the owner or applicant; and**

**(e) Whether the sign that is subject of the variance will alter the essential character of the area.**

**(8) Council may uphold or vary the recommendations of the Planning and Development Committee or do any act or make any decision that it might have done, had it conducted the appeal and the applicant shall not be entitled to a further appeal on the matter before Council and the decision of Council shall be final. (32-15)**

**33. EXISTING SIGNS**

**This By-law does not apply to any sign lawfully erected or displayed on the day this By-law comes into force, if the sign is not substantially altered. (508-05)**

**34. VALIDITY**

**If a Court of competent jurisdiction declares any section or part of a section of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force.**

**35. REPEAL**

**By-law 557-78, By-law 38-88, By-law 301-94 and By-law 394-2001 are hereby repealed, effective May 1, 2002.**

**36. EFFECTIVE DATE**

**This By-law takes effect on May 1, 2002.**

**37. SHORT TITLE**

**This By-law may be referred to as the Sign By-law.**

**ENACTED and PASSED this 30th day of January, 2002**

**Signed by: Hazel McCallion, Mayor and Joan LeFeuvre, Acting Deputy Clerk**