



**TOWN OF PETAWAWA**  
**SIGN BY-LAW NO. 794/12**

**AUGUST 2012**

**SIGN BY-LAW NO. 794/12**

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**THE CORPORATION OF THE TOWN OF PETAWAWA**

**BY-LAW NUMBER 794/12**

**BEING A BY-LAW PROHIBITING OR REGULATING SIGNS AND ANY OTHER ADVERTISING DEVICES WITHIN THE TOWN OF PETAWAWA**

A By-law for prohibiting or regulating the erection of signs, advertising devices, posting of notices and portable signs within the Town of Petawawa.

**WHEREAS**, the Municipal Act, S.O. 2001, c. 25, Section 8, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

**AND WHEREAS**, the Municipal Act, S.O. 2001, c. 25, Section 9, provides that Sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and, (b) enhance their ability to respond to municipal issues;

**AND WHEREAS**, the Municipal Act, S.O. 2001, c.25, Section 11, provides that a lower-tier municipality may pass by-laws respecting matters within the spheres of jurisdiction set out therein, inter alia; structures, including signs;

**AND WHEREAS**, the Municipal Act, S.O. 2001, c.25, Section 99 sets out rules which apply to a by-law of the municipality respecting advertising devices, including signs;

**AND WHEREAS**, the Municipal Act, S.O. 2001, c. 25, Section 425 establishes that any person who contravenes any by-law of the municipality or of a police services board, as the case may be, passed under the Act, is guilty of an offence;

**NOW THEREFORE**, the Council of the Corporation of the Town of Petawawa **ENACTS AS FOLLOWS:**

**1.0 SHORT TITLE**

This By-law may be cited as the “Sign By-law” for the Corporation of the Town of Petawawa.

## **2.0 PURPOSE**

The purpose of the By-law shall be to coordinate the type, placement and scale of signs within the various land use zones within the Town of Petawawa. This By-law will encourage signs compatible with the zone designation, shall promote proper maintenance or renovation accomplishing this by regulating size, shape, display, erection, use and maintenance of signs.

## **3.0 DEFINITIONS**

In this By-law:

- 3.1 ALTER – shall mean any change to a sign structure or sign face, with the exception of a change in the message being displayed or repair for maintenance.
- 3.2 AWNING – shall mean a retractable or fixed roof cover, made of canvas or other suitable material, extending over a doorway or window.
- 3.3 BOULEVARD – shall mean the public property lying between the traveled portion of the street and the street line.
- 3.4 BUILDER – shall mean a person or corporation proposing to undertake or undertaking the construction of new homes within the Town of Petawawa.
- 3.5 BUILDING CODE – shall mean the Ontario Building Code Act, as amended from time to time and includes any regulations thereunder.
- 3.6 BUILDING FAÇADE – shall mean that portion of any exterior elevation of a building extending from grade to the top of the parapet, wall or eaves and the entire width of the building elevation.
- 3.7 CHIEF BUILDING OFFICIAL – shall mean the Chief Building Official appointed by the Council of the Town of Petawawa and includes his or her designate or other duly appointed official pursuant to the *Building Code Act*.
- 3.8 CORNER LOT – shall mean a lot situated at the intersection of two or more streets, or upon two parts of the same street, the adjacent sides of which street or streets (or, in the case of a curved corner, the tangents at the street extremities of the side lot lines) contain an angle of not more than one hundred and thirty-five degrees. In the case of a curved corner, the corner of the lot shall be that point on the street line nearest to the point of intersection of the said tangents.

- 3.9 CORPORATION – shall mean the Corporation of the Town of Petawawa.
- 3.10 COUNCIL – shall mean the Council of the Corporation of the Town of Petawawa.
- 3.11 ERECT ED– shall mean attached, built, constructed, reconstructed, enlarged, placed or moved.
- 3.12 FRONTAGE – shall mean the horizontal distance between the side lot lines measured along the front lot line. Where the front lot line is not a straight line, or where the side lot lines are not parallel, the lot frontage shall be measured along a line 7.5 metres back from and parallel to the street line.
- 3.13 GRADE – shall mean the elevation of the ground upon which a sign is located.
- 3.14 LOT – shall mean a parcel of land that is capable of being conveyed pursuant to the provisions of the *Planning Act*, R.S.O. 1990.
- 3.15 LOT LINE – shall mean the line formed by the boundary of any lot or the vertical projection thereof.
- 3.16 OWNER – shall mean a person having a legal or equitable title to the land, building, or structure upon which a sign is located and includes all persons having a legal right to obtain physical possession of the premises.
- 3.17 PERMIT – shall mean a written document issued by the Chief Building Official of the Town of Petawawa indicating that he has considered a specific application referred to therein and has granted permission of the Town to erect, display, structurally alter or relocate in accordance with specification and conditions as set out in this By-law.
- 3.18 PERMITTED USE – shall mean a use allowable within a zone pursuant to the Town of Petawawa Comprehensive Zoning By-law.
- 3.19 PERSON – shall mean any association, partnership, corporation, Municipal Corporation, agent or trustee, and the heirs, executors or other legal representatives of a person to whom the context can apply according to law.
- 3.20 PLAQUE – shall mean a commemorative or identifying inscribed tablet, which does not bear any advertising for any commercial purposes.

- 3.21 **POSTER** – shall mean a printed notice generally made of cardboard, plastic, fiberboard, paper, or similar material, 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.
- 3.22 **PROPERTY LINE** – shall mean any boundary of a lot or the vertical projection thereof.
- 3.23 **PUBLIC PROPERTY** – shall mean property, land, or buildings owned by the Town, County, or a local board as defined in the Municipal Act, as amended or owned by the Federal or Provincial government(s).
- 3.24 **ROOF LINE** – shall mean the horizontal line made by the intersection of the wall of the building with the roof of the building.
- 3.25 **SIGN** – shall mean and include any structure, device, or thing (and all parts thereof) which identifies, describes, promotes or advertises any building, person, place, product, business, service, enterprise, organization, event or thing in such a way as to be visible from a highway or lot.
- a) **SIGN, ABANDONED** – shall mean a sign located on a 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.
- b) **SIGN, ADDRESS** – shall mean 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.
- c) **SIGN, BANNER** – shall mean a band or strip of fabric that bears advertising copy or slogan. A banner sign does not include an awning or canopy sign.
- d) **SIGN, BILLBOARD** – shall mean a sign structure to which advertising copy is fastened in such a manner so as to permit its periodic replacement and which displays goods, products, services or facilities that are not available at the location of the sign and/or which directs or invites a person to a location different from that on which the sign is located and has a face area of not greater than 19.0 square metres.
- e) **SIGN, CANOPY** – shall mean a permanent roof like projection which extends from part or all of the building façade.

- f) SIGN, CONTRACTOR** – shall mean 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.
- g) SIGN, DEVELOPMENT** – shall mean a sign that advertises only the development in which the sign is located and not the sale of lots elsewhere or the realtor's, developer's or Owners' business in general and may include the name of the project, the name and address of the contractors, architects, engineers related to the project.
- h) SIGN, DIRECTIONAL** – shall mean a sign indicating a direction to be followed to attain a certain destination with only the destination and / or distance identified.
- i) SIGN, DOUBLE FACED** – shall mean a sign having two sign faces, each face being of equal area and identical proportions to the other and with each face located on the sign structure so as to be exactly opposite the other.
- j) SIGN, ELECTION** - shall mean any sign advertising or promoting the election of candidates for public office.
- k) SIGN, FASCIA** – shall mean a single faced sign located in such a manner that the sign face is parallel to the surface of the building to which it is attached.
- l) SIGN, GROUND** – shall mean a sign supported by a structure that is erected or anchored into the ground for the sole purposes of supporting the sign.
- m) SIGN, HOME OCCUPATION OR HOME INDUSTRY** – means a sign identifying a permitted accessory use pursuant to the Town of Petawawa Zoning By-law.
- n) SIGN, ILLUMINATED** – shall mean a sign that is lighted by an external source.
- o) SIGN, INFLATABLE** – shall mean 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.
- p) SIGN, LUMINOUS** – shall mean a sign that is backlit or lighted by an internal source.

- q) SIGN, OFF-LOT – shall mean any sign which identifies or advertises a business, person, activity, good, product or service, which is not normally related to, or available at the lot where the sign is located.
- r) SIGN, PORTABLE – shall mean a sign that is designed so as to be capable of being readily moved from one location to another and is usually built on a trailer or other solid framework with or without wheels and may include a double faced readograph type sign, also known as a trailer sign
- s) SIGN, PROJECTING – shall mean a sign attached to the wall of a building in such a manner that the face area of the sign projects outward from the wall of the building to which it is attached.
- t) SIGN, PUBLIC INFORMATION – shall mean any sign erected for or on behalf of a public agency for the purpose of providing information to the public and shall include all signs necessary for roadway operations.
- u) SIGN, PUBLIC SERVICE – shall mean any sign designed to inform or educate and in some cases change public opinion or raise awareness to an issue rather than to sell a product or service.
- v) SIGN, PYLON – shall mean any sign or display supported by a free-standing column or structure.
- w) SIGN, READOGRAPH – shall mean a sign composed of interchangeable letters and intended to convey a temporary message and is designed or constructed so that the message thereon may be easily rearranged or changed.
- x) SIGN, REAL ESTATE – shall mean a temporary, non-illuminated sign pertaining to the sale, lease or rental of any lands or buildings upon which the said sign is located.
- y) SIGN, ROOF – shall mean a sign which is located entirely on or above the main roof of a building or located entirely on the top of or above the parapet of a building.
- z) SIGN, SANDWICH BOARD – also known as an A-Board sign and shall mean an “A” shaped sign which is set upon the ground and has no external supporting structure other than itself.
- aa) SIGN, SPECIAL EVENTS – shall mean a sign, banner, decoration or other advertising device advertising a civic celebration or festival or other special event.



- bb) SIGN, WALL** – shall mean any sign including a fascia sign, which is painted on or permanently affixed to a wall or canopy of any structure to which such sign is accessory.
- cc) SIGN, YARD SALE** – shall mean an off-site sign which indicates the location of a yard/garage sale.
- 3.26 **SIGHT TRIANGLE** – shall mean the triangular area bounded by the lot lines to a distance of 6.0 metres from the points of intersection of the corner lot lines, or of the projection of the corner lot lines, or within such area required according to the standards of the Ministry of Transportation.
- 3.27 **SIGN AREA** – means the area of the display surface upon, against, or through which the message or messages on the sign are displayed or illuminated and the area of a sign made up of individual letters, symbols or numbers and not the combined area of the individual letters, symbols, or numbers. For the purpose of this By-law, any double-sided sign shall be deemed to have only one face, provided both faces are identical, contiguous, and parallel or diverge at an angle of not more than 15 degrees.
- 3.28 **SIGN HEIGHT** – shall mean 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.
- 3.29 **SIGN LENGTH** – shall mean the distance between the frame or outer edge of the sign, measured horizontally.
- 3.30 **SIGN PERMIT** – shall mean a written approval issued by the Building Department in accordance with the provisions of this By-law.
- 3.31 **SIGN STRUCTURE** – shall mean the supporting structure and framework that supports the sign face.
- 3.32 **STREET** – shall mean any street, highway, road or other public right of way but does not include a private lane.
- 3.33 **STREET LINE** – shall mean the boundary line between a road allowance and abutting lot.
- 3.34 **TOWN** – shall mean the Corporation of the Town of Petawawa.
- 3.35 **ZONE** – shall mean those specific land use areas which relate to the Zoning By-law for the Town and those specifically defined areas identified by the By-law.

3.36 ZONING BY-LAW – shall mean the Town of Petawawa’s comprehensive Zoning By-law No. 456/07, as amended.

#### **4.0 GENERAL PROVISIONS**

- 4.1 This By-law shall apply to all signs and other advertising devices within the limits of the Town of Petawawa except as otherwise provided in this by-law.
- 4.2 This By-law shall not apply to:
  - 4.2.1 Signs located in the interior of any building, except for such signs that are placed so as to be visible from the exterior of the building.
  - 4.2.2 Signs having an area less than 0.25 square metres that display municipal addresses, 9-1-1 property identifications, building nameplates or directory boards.
  - 4.2.3 Signs installed by or on behalf of the Town of Petawawa, County of Renfrew, Province of Ontario or the Government of Canada.
- 4.3 If any sign legally existing on the date this By-law comes into full force and effect is removed or deemed by the Town to be altered, any replacement or upgrading shall be in accordance with the requirements of this By-law. Maintenance and repair of such a sign or advertising device or a change in message displayed shall not be deemed in itself to constitute a substantial alteration.
- 4.4 The Owner, occupant or permit holder of any property upon which a sign is situated shall keep the sign, together with its supporting structure in a good state of repair and in a proper state of preservation as to safety and appearance.
- 4.5 All developments subject to site plan approval shall include in their submission proposed location of all signs; the location of such shall be determined so as not to interfere with sight lines, drainage or landscape features.
- 4.6 Where the provision of one portion of his By-law conflicts with any other provision of this By-law, the most restrictive requirement shall be used to establish the minimum requirements.

#### 4.7 Lighting Regulations

4.7.1. Any Illuminated, Luminous, Flashing and Read-o-graph sign otherwise in compliance with this By-law shall not interfere with the enjoyment of neighbouring lands or interfere with visibility on nearby streets. Light is to be reflected away from adjacent properties or streets to prevent any glare or blinding spillover effects.

4.7.2 No sign with red or amber lighting shall be located in such a fashion so as, in the opinion of the Corporation, to:

- i) diminish or detract from the effectiveness of any traffic signal or similar safety warning device;
- ii) fall within the vision of motorist in such a manner so as to create traffic hazard.

4.7.3 Illuminated signs are not permitted in Residential zones

#### 4.8 Liability

The provisions of this By-law shall not be construed as relieving or limiting the responsibility or liability of any person erecting or owning any sign for personal injury or property damage resulting from the placing or erecting of such sign or resulting from negligence or willful acts of such person, or of his/her agents or employees in the construction, erection, maintenance, repair or removal of any sign erected in accordance with a sign permit issued, hereunder, nor shall it be construed as imposing upon the Town or its officers or employees any responsibility or liability by reason of the approval of any sign, materials or devices under the provision of this By-law.

### **5.0 PROHIBITED SIGNS**

5.1 No person shall erect, place or display or cause the erection, placement or display of:

5.1.1 Any sign that contravenes any requirement of this By-law or the Ontario Building Code or any other applicable regulation, as amended from time to time.

5.1.2 Any sign that is declared by the Chief Building Inspector to be unsafe, or a danger to public safety by reason of its

location or inadequate or improper construction or maintenance.

- 5.1.3 Any sign that is located so as to interfere in any way with the free use of any fire escape, fire exit, door, window, skylight flue, air intake or exhaust, or parking space.
- 5.1.4 Any sign that is located so as to obstruct the view of any pedestrian or motor vehicle driver so as to cause an unsafe condition.
- 5.1.5 Any sign that is attached or secured to a tree, fence post, fence, utility or amenity pole on municipal property unless expressly authorized by this by-law.
- 5.1.6 Any sign that may confuse passing motorists or interfere with the safe movement of traffic, or within four (4) metres of a traffic or municipally owned sign.
- 5.1.7 Any sign located within a visibility triangle at intersecting streets.
- 5.1.8 Any sign that obstructs a required parking space and prevents a space from being utilized as such.
- 5.1.9 Any obsolete sign which no longer advertises a business conducted, or a product sold at the sign location.
- 5.1.10 Any sign, except sandwich board signs in accordance with this By-law shall be erected so as to extend over publicly owned lands.
- 5.1.11 Any banner displayed on the face of a building or other structure shall be considered in a like manner as a fascia sign.
- 5.1.12 Any sign or advertisement on a vehicle or trailer which is parked or located for the primary purpose of displaying said sign or advertisement.

## **6.0 PERMIT EXEMPTIONS**

- 6.1 No permit shall be required for:
  - 6.1.1 Address Signs;
  - 6.1.2 Banner Signs;
  - 6.1.3 Contractor's Signs;
  - 6.1.4 Commemorative Plaques;
  - 6.1.5 Development Signs;
  - 6.1.6 Directional Signs;
  - 6.1.7 Election Signs;
  - 6.1.8 Inflatable Signs;
  - 6.1.9 Institutional Signs;
  - 6.1.10 No Trespassing / Warning Signs;
  - 6.1.11 Posters;
  - 6.1.12 Public Information Signs;
  - 6.1.13 Real Estate Signs;
  - 6.1.14 Signs advertising yard sales, garage sales, auctions or open houses;
  - 6.1.15 Special Event Signs;
  - 6.1.16 Traffic Control Signs;

## **7.0 SIGNS PERMITTED BY ZONE CATEGORY**

Signs shall only be permitted to be located in zones as set out in Table 1,  
As follows:

**Table 1**

### **SIGNS PERMITTED BY ZONE CATEGORY (subject to regulations)**

<b>Type of Sign</b>	<b>Commercial / Industrial</b>	<b>Residential</b>	<b>Open Space</b>	<b>Community Facility</b>	<b>Permit Required</b>	<b>Fee</b>
Address Sign	X	X	X	X	NO	NA
Banner Sign	X		X	X	YES	\$ 30.00
Billboard Sign	X		X	X	YES	\$100.00
Canopy Sign	X		X	X	YES	\$100.00
Commemorative Plaques	X	X	X	X	NO	NA
Contractor/ Development Sign	X	X	X	X	NO	NA
Directional Sign	X	X	X	X	NO	NA
Election Sign	X	X	X	X	NO	NA
Fascia Sign	X		X	X	YES	\$100.00
Ground Sign	X		X	X	YES	\$100.00
Home Occupation/ Home Industry		X			YES	\$ 25.00
Inflatable Sign	X		X	X	YES	\$30/30
Institutional Signs	X	X	X	X	NO	NA
Off Lot Signs	X	X	X	X	YES	\$100.00
Portable Sign	X		X	X	YES	\$30/30
Projecting Sign	X	X	X	X	YES	\$100.00
Public Information Signs	SITE	DEVELOPMENT		APPROVAL	YES	Council Approval
Pylon Sign	X				YES	\$100.00
Real Estate Sign	X	X	X	X	NO	NA
Roof Sign	X		X		YES	\$100.00
Sandwich Board Sign	X		X	X	YES	\$ 50/yr
Special Events Sign	X	X	X	X	NO	NA
Traffic Control	X	X	X	X	NO	NA
Wall Sign	X		X	X	YES	\$100.00
Warning / No Trespassing	X	X	X	X	NO	NA

## **8.0 REGULATIONS BY SIGN TYPE**

### **8.1 Address Signs**

No person shall erect or place an address sign that contains commercial information or that has a maximum face greater than 0.2 square metres.

### **8.2 Banner Signs**

All banner signs are to be treated in like manner as a fascia sign.

### **8.3 Billboard Signs**

8.3.1 No person shall erect more than one billboard sign per lot.

8.3.2 No billboard sign shall be less than 15 metres from any lot line or street lot line.

8.3.3 No billboard sign shall have a height greater than 8 metres or face area of 19 square metres.

8.3.4 No billboard sign shall be located less than 150 metres from a residential dwelling.

8.3.5 No billboard sign shall be located less than 500 metres from an existing billboard sign.

### **8.4 Canopy Signs**

8.4.1 No person shall erect a Canopy Sign, except where permitted pursuant to Table 1 of this By-law.

8.4.2 A canopy sign shall be designed as an integral part of the canopy fascia and meet the Ontario Building Code requirements.

8.4.3 Canopy signs shall only be located on the story having direct access to the street.

8.4.4 No portion of any sign shall be less than 2.4 metres above the finished floor level immediately below such sign.

## **8.5 Contractor Signs**

- 8.5.1 A Contractor's sign is permitted in any zone on a lot where there is an active and ongoing construction by the business or person so indicated on the sign.
- 8.5.2 A Contractor's Sign shall be removed upon completion of construction.
- 8.5.3 A Contractor's Sign shall not have a sign area exceeding 1.0 square metres and must be setback a minimum of 3.0 m from any lot line.

## **8.6 Development Signs**

- 8.6.1 A Development Sign may be permitted in any Zone on a lot that is subject to a current or proposed development or redevelopment project.
- 8.6.2 A maximum of 2 Development Signs may be permitted on a lot for each separate street onto which the lot subject to the development project fronts.
- 8.6.3 A Development Sign shall be removed within 21 days from the date of completion of the development or redevelopment project.
- 8.6.4 In the case where no construction has taken place within one year of erection, the Development Sign shall be removed.
- 8.6.5 Development Signs may be erected at the main entrance to a subdivision or construction site to identify the contractors who are working within the subdivision, provided:
  - i) they are all erected on the same sign structure
  - ii) the sign structure shall have no more than two sides upon which signs may be displayed and the two sides shall be parallel or Vshaped.
  - iii) the maximum sign area per side shall not exceed 10 square metres.
- 8.6.6 Where erected at the entrance to the subdivision or construction site, no other Development Sign in respect of the same contractor shall be permitted elsewhere within the construction site other than



to identify construction trailers and on individual lots within the subdivisions.

- 8.6.7 A Development Sign shall have a minimum setback of 3.0 metres from all property lines.

## **8.7 Election Signs**

- 8.7.1 Elections signs are permitted in any Zone following declaration of a Municipal, Provincial or Federal election.
- 8.7.2 Election signs shall not be erected on private property without the owners consent.
- 8.7.3 Election signs on public property shall be affixed to the ground and shall not be nailed or fastened in any way to a utility pole, traffic control sign or device, or tree.
- 8.7.4 Election campaign signs, which are erected on any lot, shall be removed within one week following the election for which the signs were erected, failing which, the Chief Building Official or designate may remove the election campaign signs.

## **8.8 Fascia Signs**

- 8.8.1 No person shall erect a Fascia Sign except where permitted pursuant to Table 1 of this By-law.
- 8.8.2 The maximum area of a fascia sign shall be the lesser of fifteen (15) percent of the building façade to which it is attached or 9 square metres or as approved by the Chief Building Official or designate.
- 8.8.3 No fascia sign shall extend above the top of the roof surface.
- 8.8.4 No fascia sign or any part thereof, shall project more than 0.5 metres from the wall upon which it is mounted.
- 8.8.5 No fascia sign shall extend beyond the extremities of the wall to which it is attached.
- 8.8.6 The fascia sign shall be attached to and parallel with the main wall of the building.

8.8.7 No fascia sign shall be less than 2.4 m (8 feet) above finished sidewalk or grade.

## **8.9 Ground Signs**

8.9.1 No person shall erect a Ground Sign except where permitted pursuant to Table 1 of this By-law.

8.9.2 Maximum number of signs permitted shall be one (1) per interior lot and two (2) per exterior lot in an Open Space zone, a Community Facility zone, a Commercial and an Industrial zone.

8.9.3 Ground signs shall be set back a minimum of 3.0 metres from all lot lines.

8.9.4 No Ground Sign shall exceed 3.0 metres in any dimension of the sign face.

8.9.5 A Ground Sign including any part of its structure shall not be located closer than 1.0 metres to any driveway.

8.9.6 No Ground Sign shall be erected where the distance between a structure and the street line is less than 4.0 metres. One (1) Projecting Sign shall be permitted in lieu of a Ground Sign where such a distance is less than 4.0 metres.

8.9.7 Maximum height of a Ground Sign shall be 6.0 metres.

## **8.10 Home Occupation / Home Industry Signs**

8.10.1 For a home occupation there shall be no external display or advertising other than a non-illuminated sign not more than 0.3 of a square metre in area, to indicate to persons outside that any part of the dwelling unit or lot is being use for a home occupation.

8.10.2 For a home industry there shall be no external display or advertising other than a non-illuminated sign not more than 0.5 square metres in area located at the front entrance of the home industry.

8.10.3 A maximum of one (1) home occupation/home industry sign shall be permitted and is to be located near the front entrance to the home occupation/home industry.

## **8.11 Inflatable Signs**

- 8.11.1 No person shall erect an Inflatable Sign except where permitted pursuant to Table 1 of this By-law.
- 8.11.2 An Inflatable Sign shall only be permitted on a property with a minimum frontage of 30 metres.
- 8.11.3 An Inflatable Sign shall be located:
- i) a minimum of 3.0 metres from any property line;
  - ii) a minimum of 3.0 metres from any driveway entrance and exit
  - iii) a minimum of 10.0 metres from any ground or portable sign on the same property or abutting property; and
  - iv) a minimum of 92 metres from a residential property
  - v) a minimum of 50 metres from a traffic light standard.
- 8.11.4 An Inflatable Sign shall have a maximum height of 7.0 metres and a maximum width of 6.0 metres.
- 8.11.5 One Inflatable Sign shall be permitted for each property at any one time.
- 8.11.6 An Inflatable Sign may be erected or installed for a specific period not to exceed thirty (30) days. A maximum of 4 permits per annum shall be available to each business.
- 8.11.7 All Inflatable Signs shall be properly secured to the satisfaction of the Town.
- 8.11.8 Power cords and/or supporting devices for Inflatable Signs shall not be placed on or over parking areas or pedestrian areas.

## **8.12 Portable Signs**

- 8.12.1 No person shall erect a Portable Sign except where permitted pursuant to Table 1 of this By-law.
- 8.12.2 One Portable Sign for each business used for a commercial, industrial or community facility purpose may be erected or installed for a specific period not to exceed thirty (30) days. A maximum of 4 permits per annum shall be available to each business.
- 8.12.3 Portable Signs may only be located on the lot upon which the business operates.

- 8.12.4 Portable Signs or any part of the sign structure shall not be located less than 1.2 metre from any property line and shall not be located within 10 m of any traffic signal or within any sight visibility triangle.
- 8.12.5 Portable Signs shall not be placed in a parking stall, loading zone or an aisle leading to a parking stall or loading zone.
- 8.12.6 No side of any Portable Sign shall have a gross area greater than 3 square metres.
- 8.12.7 Portable Signs shall be firmly secured for wind uplift.
- 8.12.8 No more than one Portable Sign shall be erected or displayed on a lot at any time.
- 8.12.9 Each Portable Sign shall be on privately owned property and not on municipal property and must be maintained to the satisfaction of the Municipality.
- 8.12.10 Portable Signs shall not be converted to permanent Ground Signs.

### **8.13 Projecting Signs**

- 8.13.1 No person shall erect a Projecting Sign except where permitted pursuant to Table 1 of this By-law.
- 8.13.2 Maximum number of Projecting Signs permitted shall be 1 per business or building façade in an Open Space zone, a Community Facility zone, a Commercial zone and an Industrial zone.
- 8.13.3 Maximum number of signs permitted shall be 1 per lot in a residential zone.
- 8.13.4 Maximum height restrictions shall be 2.4 metres in all zones in Table 1.
- 8.13.5 Maximum size in an Open Space zone, a Community Facility zone, a Commercial zone and an Industrial zone shall be one square metre.
- 8.13.6 Maximum size in a Residential zone shall be 0.3 square metres and is to be associated with a home occupation or home industry.

## **8.14 Public Service Signs**

- 8.14.1 No more than one Public Service Sign shall be erected or displayed on a lot at any time;
- 8.14.2 Public Service Signs are regulated through a site development agreement which sets out the location, size and removal of the sign.

## **8.15 Pylon Signs**

- 8.15.1 Only one Pylon Sign shall be permitted for each business or use located on the lot upon which the Pylon Sign is located.
- 8.15.2 Pylon Signs are prohibited within 10.0 metres of another Pylon Sign or Ground Sign on the same lot, and must be a minimum of 3.0 metres from any lot line or a location approved through site plan control.
- 8.15.3 No Pylon Sign shall be erected or placed with a sign face that is less than 1.5 metres above grade.
- 8.15.4 Maximum Pylon height is 13.0 metres.

## **8.16 Real Estate Signs**

- 8.16.1 Real Estate Signs are permitted in any Zone on a lot which is for sale.
- 8.16.2 Real Estate Signs shall not have a sign area exceeding 1.0 square metre on any lot within a Residential Zone or on a lot containing a residential use; or exceeding 3.0 square metres in any other zone.
- 8.16.3 A maximum of 1 sign for each 60 metres or part thereof of street frontage; or a maximum of 1 sign for each separate street frontage on an exterior lot; whichever is greater.
- 8.16.4 Real estate signs erected on any lot shall be removed within 21 days after the transfer of the property for which the sign was erected, failing which, the Chief Building Official or designate may have the real estate sign removed.

## **8.17 Roof Signs**

- 8.17.1 No person shall erect a Roof Sign, except where permitted pursuant to Table 1 of this By-law.
- 8.17.2 No Roof Sign shall extend more than 1.52 metres above the maximum height of the roof upon which the Roof Sign is erected.
- 8.17.3 No single Roof Sign shall exceed 5 square metres in area.
- 8.17.4 Roof Signs shall be secured to the building structure to the satisfaction of the Town.

## **8.18 Sandwich Board Signs**

- 8.18.1 Where permitted on Table 1 to this By-law, no more than 1 Sandwich Board Sign that may have either 1 or 2 sign faces shall be permitted per property.
- 8.18.2 A sandwich board sign shall only be displayed during the time period when the commercial operation is open for business and located within the said property.
- 8.18.3 Sandwich board signs shall not be more than 0.6 metres wide and 1.2 metres in height on each side.
- 8.18.4 No sandwich board sign is to be located within any site triangle as prescribed by the Zoning By-law.
- 8.18.5 Where located on a lot, Sandwich Board Signs may be located adjacent to any lot line including the street lot line.
- 8.18.6 A permit for a Sandwich Board Sign expires December 31<sup>st</sup> of the year in which the permit is issued.

## **8.19 Special Event Signs**

- 8.19.1 A Special Event Sign shall not be erected more than 30 days prior to the commencement of the event and shall be removed within 72 hours of the completion of the event.
- 8.19.2 A Special Event Sign located on or over a public street or other Town property shall not be erected without the prior written approval of the Chief Building Official.

8.19.3 A Special Event Sign located on or over a County of Renfrew road or other County property shall not be erected without the prior written approval from the County of Renfrew Public Works Department.

## **8.20 Wall Signs**

8.20.1 No person shall erect a Wall Sign, except where permitted pursuant to Table 1 of this By-law.

8.20.2 The maximum area of a Wall Sign shall be the lesser of 15% of the building façade to which it is attached or 9 square metres in an Open Space zone, a Community Facility zone, and an Industrial zone.

8.20.3 No Wall Sign shall extend above the building façade.

## **8.21 Warning Sign or No Trespassing**

One (1) non-illuminated warning or no trespassing sign is permitted not exceeding .19 square metres (2sq. feet) in area for every 15.24 metres (50 feet) of frontage.

## **8.22 Miscellaneous Signs**

### **8.22.1 Signs Advertising Open Houses**

An Open House sign is permitted if not more than 1.0 square metres and is removed within 12 hours of the event.

### **8.22.2 Signs Advertising Yard Sales, Garage Sales, Auctions**

A yard sale, garage sale and auction is permitted, provided it is not greater than 1.0 square metre in area and it is erected not more than 1 day prior to the commencement of the event. The sign shall be removed within 12 hours following the completion of the event.

### **8.22.3 Signs for Multiple Use Buildings**

Signs for buildings housing two or more uses may be limited to one fascia sign per enterprise, meeting the above noted criteria and

one pylon sign for the whole building. Such pylon sign shall display advertising for all enterprises housed in the building. The dimensions and location of such ground sign shall be approved on an individual basis if such development is not subject to Site Plan Control.

#### 8.22.4 Off-Lot Signs

- i) An off-lot sign shall only identify or advertise business operations located within the boundaries of the Town of Petawawa.
- ii) One off-lot sign support structure may be used to display two (2) off-lot signs, placed back to back as defined herein as a double faced sign.
- iii) Notwithstanding the zone designation, off-lot signs shall be permitted on vacant lots only, such location and approval being subject to the submission of written approval of the property owner to the Chief Building Official with the application.
- iv) A maximum of three off-lot signs for any one business may be erected or displayed within the Municipality.
- v) All off-lot signs shall be located in accordance with the setback requirements for buildings and structures within the associated zone as per the Town of Petawawa Zoning By-law.
- vi) No off-lot sign shall be located within 150 metres of another off-lot sign.

## **9.0 SIGN PERMITS**

- 9.1 No person shall construct, erect, display, alter, change the copy, or repair a sign without first applying for and obtaining a sign permit for such sign, unless the sign is exempt from the Sign Permit requirements and is in compliance with all applicable requirements of this By-law.
- 9.2 No person having obtained a sign permit shall fail to comply with the terms and conditions associated with such permit.
- 9.3 The provisions of this By-law may be waived or altered by approval of a Site Development Agreement within which signage on the subject site has been regulated.



## 9.4 Application for Sign Permit

9.4.1 A completed application for a sign permit requires the following:

- a) The name and address of the Contractor installing the sign;
- b) The name and address of the owner of the premises upon which the sign is to be located or the name and address of the person in possession of the premises upon which the sign is to be located;

c) Drawings, plans and specifications showing:

- i) the location or proposed location of the sign on the premises;
- ii) the location or proposed location of all other signs on the premise for which a permit is required, and
- iii) the dimensions, foundations, construction supports, sizes, electrical wiring and components, materials of the sign and method of attachment and character of structural members to which the attachment is made, together with such other engineering data certified by the Chief Building Official as required by the Ontario Building Code, as amended.

- a. Proof of possession of all permits as may be required by any other applicable government authority;
- b. The required fee;
- c. Other information as may be required by the CBO to ensure that such sign will comply with the requirements of this By-law, the Ontario Building Code, any other applicable law, and to ensure the sign is not unsafe;
- d. The consent of the person in possession of the lot or premises upon which the sign is to be erected, to permit entry upon the said premises by the CBO or designate for the purpose of inspecting the sign in accordance with this By-law, but nothing herein shall be construed to limit or restrict the right of the CBO or designate to enter upon the premises in accordance with the provision of the Building Code Act, the Provincial Offences Act or any other applicable statutory authority;

- e. In the case of a Portable Sign, the date the sign is to be in place.

9.4.2 Upon receipt of a completed application, the Chief Building Official or designate shall review and approve all applications that conform to the regulations contained in this By-law. The applicant will be advised of the approval or rejection of such application.

#### 9.5 Fees for Sign Permits

Fees to be paid upon application for a sign permit shall be as set out in Table 1. Such fees are intended to cover the cost of evaluation and inspection of the application sight and proposed sign and shall not be refunded.

### **10.0 ADMINISTRATION AND ENFORCEMENT**

10.1 The Chief Building Official or designate shall be responsible for the administration and enforcement of this By-law.

#### 10.2 Signs in Violation

10.2.1 Any sign erected or displayed in contravention of the provisions of this By-law, such sign may be removed immediately without notice, if located on, over, partly on, or partly over, property owned by the Municipality.

10.2.2 When a sign is erected or displayed in contravention of the provisions of this By-law, and such sign is located on private property, the Chief Building Official or designate may give a written Order to the owner or person in possession of the lot upon which a sign is located, to remove or repair such sign where it is not in compliance with the By-law within fourteen (14) days from issuance of such notice.

10.2.3 Where the repair, alteration, change or removal is a matter of safety, the Chief Building Official may give the notice verbally and may reduce the period within which such owner or tenant shall take action to a period which, in the Chief Building Official's opinion is adequate taking into account the circumstances at the time the notice was given.

10.2.4 Refusal to comply with the requirements of notice as noted in Section 10.2 will permit the Town to remove the offending sign at the owner's expense and the provision of Section 11 to this By-law

shall apply with respect to the recovery of expenses by the municipality.

### 10.3 Minor Variances

10.3.1 Council may, upon the application of a person, authorize a variance from the By-law if in Council's opinion, the general intent and purpose of the By-law is being maintained.

10.3.2 Application to Council for a variance shall be clearly set out why the provisions of the By-law cannot be met and shall be accompanied by a fee in the amount of \$75.00, which fee shall be non-refundable.

10.3.3 Council may, upon receipt of an application for a minor variance from the provisions of this By-law, authorize such minor variances as may be requested provided in the opinion of the Council the general intent and purposes of this By-law are maintained.

### 10.4 Existing Signs

10.4.1 This By-law does not apply to any permanent sign or permanent advertising device that is lawfully erected or displayed on the day this By-law comes into force, if the permanent sign or permanent advertising device is not substantially altered. The maintenance and repair of the permanent sign or permanent advertising device or a change in the message displayed shall not be deemed in itself to constitute an alteration.

## **11.0 RECOVERY OF EXPENSES**

11.1 A copy of an invoice for any charges for removal of a sign together with a certificate by the Town Clerk stating that:

- a) the invoice has been sent to the person(s) liable to pay the same;
- b) no payment or insufficient payment has been received for the invoice, and
- c) payment of the invoice is overdue

shall be sufficient authority to enter the amount of the unpaid balance of the invoice on the Collector's Roll. The outstanding amount of such invoice shall then be collectable by the Tax Collector in a like manner as municipal taxes. Should the offending person not be a registered owner of property, said

invoice may be forwarded to the Town Solicitor for legal action without further notice.

## **12.0 PENALTY**

- 12.1 Every person who contravenes any provision of this By-law is guilty of an offence and shall, upon conviction be subject to such fine as may be provided for pursuant to the provisions of the Provincial Offences Act, R.S.O. 1990, c.P.40, as amended.
- 12.2 If the owner or person in control of a property fails to repair, alter or remove a sign, as the case may be, upon the order of the Chief Building Official, the Corporation of the Town of Petawawa in addition to all other remedies:
- a) shall have the right to repair, alter or remove the sign and for the purpose with its servants and agents from time to time, to enter into and upon the property where the sign is situate; and
  - b) shall not be liable to compensate the owner, the person in control or any other person having an interest in the property by reason of anything done by or on behalf of the Corporation under the provision of this section; and
  - c) shall have the right to recover its expenses in carrying out any repair, alteration or removal contemplated by this section by action, or such expenses may be recovered in like manner as municipal taxes.

## **13.0 REPEAL**

- 13.1 The following By-law within the Corporation of the Town of Petawawa is hereby repealed:

The Corporation of the Town of Petawawa By-law Number 258/2003

## **14.0 SEVERABILITY / EFFECTIVE DATE**

- 14.1 Should any part, section, subsection or portion of this By-law be repealed or declared by a court of competent jurisdiction to be illegal the same shall not affect the validity of this By-law as a whole or in part thereof, except for that which was declared to be invalid.
- 14.2 This By-law shall come into force and take effect on the date of its passing.

Read a first and second time this 4<sup>th</sup> day of September, 2012.

Read a third time and passed this 4<sup>th</sup> day of September, 2012.

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Mayor

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Clerk