

# **DISTRICT OF HOPE**

# SIGN BYLAW NO. 35/96

# (CONSOLIDATED TO AUGUST 2013)

All persons making use of this consolidation are advised that the amendments have been embodied for convenience of reference only, and that the original bylaw and all amending bylaws must be consulted for all purposes of interpreting and applying the law.

Any parts of the original bylaw or original bylaw as amended and schedules which have been repealed have not been included in this consolidation.

# SCHEDULE OF AMENDMENTS

# BYLAW

# ADOPTED

# AMENDMENT

1100 1339

September 16, 2002 August 26, 2013 Section 3.2 and Section 5.1 Housekeeping

# DISTRICT OF HOPE SIGN BYLAW

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# THE DISTRICT OF HOPE

# **BYLAW NO. 35/96**

A bylaw to regulate or prohibit signs within the District of Hope

WHEREAS under Section 579 (3) of the <u>Municipal Act</u>, R.S.B.C., 1979, c. 290, a local government may, by bylaw, regulate or prohibit the erection, placing, alteration, maintenance, demolition and removal of signs;

AND WHEREAS under Section 967 of the <u>Municipal Act</u>, a local government may, by bylaw, regulate or prohibit the number, size, type, form, appearance and location of any signs;

NOW THEREFORE the Council of the District of Hope in open meeting assembled enacts as follows:

#### 1. **PREAMBLE**

- 1.1 <u>TITLE</u>
  - 1. This bylaw may be cited for all purposes as the "District of Hope Sign Bylaw No. 35/96."

#### 1.2 <u>PURPOSE</u>

- 1. The purpose of this bylaw is to:
  - (a) permit the proper identification of businesses within the District and to indicate the extent permitted by this bylaw the types and trade names of goods and services sold or manufactured on the premises;
  - (b) protect the appearance of the District from the effect of signs which may be inappropriate as to size, design or location;
  - (c) protect the public from the effects of signs that conflict with lights and vehicular signs erected for the direction of traffic;
  - (d) prevent the confusion that may arise from the undue conflict of signs one with another; and
  - (e) protect the public from the danger of signs of inferior construction and from the public nuisance or hazard arising from improperly sited signs.

# 2. **DEFINITIONS**

In this bylaw, unless the context otherwise requires, the following definitions shall apply:

ABANDONED SIGN means any sign which no longer serves the previously intended purpose or which is not maintained as required by this bylaw.

AGRICULTURAL PRODUCT SIGN means a sign which advertises agricultural products for sale which are produced on the land upon which the sign is displayed.

ANIMATED SIGN means a sign which includes action or motion, flashing or colour changes of all or any part of the sign, but does not include time and temperature, revolving or changeable copy signs, and a directional arrow or open sign.

APPLICATION SIGN means a temporary sign which provides notice of a rezoning application or official community plan amendment for the property on which the sign is located.

AWNING means a fixed or retractable structure, projecting from a building face and supported by a fixed or retractable frame and constructed of fabric, sheet metal or other relatively light or flexible materials.

AWNING SIGN means an identification sign painted or affixed flat to the surface of an awning, which does not extend vertically or horizontally beyond the limits of such awning.

BANNER SIGN means a temporary sign on non-rigid type materials which is not fully adhered to rigid backing or supported by framework but does not include pennants, ribbons, streamers, spinners or similar moving and fluttering devices.

BED AND BREAKFAST SIGN means a sign advertising an approved bed and breakfast operation permitted under the District of Hope Zoning Bylaw.

BENCH SIGN means a sign forming part of a bench located on public property at a bus stop, rest area or park.

BILLBOARD means a panel, bulletin, signboard, boarding or sign, which is either a free standing structure or mounted on a building, and which advertises goods, products, services or facilities or directs persons to a different location than where the sign is located.

BUILDING means a structure wholly or partly enclosed by a roof or roofs supported by walls or columns and used for the shelter or accommodation of persons, animals, chattels or things.

BUILDING CODE means the B.C. Building Code. (A/M #1339)

BUILDING FACE OR WALL means all individual wall areas of a building in one place or elevation.

BUILDING INSPECTOR means the person or persons appointed by Council of the District of Hope to that position.

BUILDING PROJECTION means any projection from a building which is not a canopy.

CANOPY OR MARQUEE means a permanent roofed structure extending from part or all of a building face and which may extend over public property.

CANOPY OR MARQUEE SIGN means a sign attached to or constructed in or on the face of a canopy or marquee.

CLEARANCE means the vertical distance between the underside of a sign and finished grade immediately below.

COMMUNITY ACTIVITY SIGN means a temporary sign indicating that a community activity such as a fair, festival or fund drive is about to be or is being carried on.

CONSTRUCTION PROJECT SIGN means a temporary sign indicating that a construction or development project is to be or is being carried out.

COPY means the wording of a sign either in permanent or removable letter or pictorial form.

COPY AREA means the total surface area of a sign exclusive of framework and supporting structure.

DIRECTIONAL SIGN means a sign indicating the name and direction or location of any place, area, public service or temporary event for the purpose of directing pedestrian or vehicular traffic.

DIRECTORY SIGN means a sign naming non-profit community organizations which serve the community for social, cultural or religious purposes.

DISTRICT means the District of Hope.

FACE of a sign means one side of a sign where copy may be placed.

FACIA SIGN means a sign which is in any manner affixed flat to the wall or fascia of a building, whether forming part of the building or not and having an exposed face thereof on a plane approximately parallel to the plane of such wall or fascia.

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 time and temperature, revolving or changeable copy signs, and a directional arrow or open sign.

FREESTANDING SIGN means a sign, except billboards, supported independently of and separate from a building or other structure and permanently fixed to the ground.

FRONTAGE means the length of the property line of a lot abutting a public street excluding a lane.

GRADE means the elevation of the finished ground surface directly below a sign as determined by the Building Inspector.

HEIGHT means the vertical distance measured from the highest point of the sign to grade.

HOME BASED BUSINESS SIGN means a sign indicating that a home based business is being carried out within the property. (A/M #1339)

IDENTIFICATION SIGN means a sign which is limited to the name, address and number of a building, institution or person and to the activity carried on in the building or institution or the occupation of the person.

ILLUMINATED SIGN means a sign which is illuminated by an internal artificial light or reflects light from a source intentionally directed upon it.

LOT means a parcel, block or other area of land that has been registered as such in the Land Title Office or developed pursuant to the Condominium Act.

NON-CONFORMING USE SIGN means a sign that was lawfully in existence and use in the District at the time of the adoption of this bylaw that does not conform to or comply with the provisions of this bylaw.

OFF-PREMISE SIGN means a sign that advertises goods, products, services or facilities or directs a person to a different location from where the sign is installed.

OWNER means the registered owner of real property or the owner, lessee or authorized representative of a sign.

PERSON means, in addition to its ordinary meaning, a partnership, association, company, society and corporate body.

POLITICAL SIGN means a temporary sign erected to promote the voting at an election or in a referendum, the election of a particular candidate or party, or the voting for support or against a particular referendum issue.

PORTABLE SIGN means a sign not permanently attached to the ground or a building.

PREMISE means an area of land with its appurtenances and with or without buildings.

PROHIBITION SIGN means a sign indicating a prohibition or penalty respecting the property on which it is located and includes warning signs about dogs or respecting salespeople.

PROJECTING SIGN means a sign, other than an awning sign, canopy or marquee sign, under canopy/marquee sign, or facia sign, which is attached to and projects from the face or wall of a building or structure.

PROMOTIONAL SIGN means a temporary sign advertising a new promotion, new business premise or advertising the change in use or ownership of a business premise.

PUBLIC BUILDING SIGN means a sign located on the property of a public building, including a church, library or school, and indicates the name of the building and activities pertaining thereto.

REAL ESTATE DIRECTIONAL SIGN means a temporary, portable and off-premise sign directing the public to a specific property for the purpose of selling, renting or leasing the property.

REAL ESTATE SIGN means a temporary sign indicating that the property or premise on which it is located is for sale, rent or lease.

ROOF means the top enclosure of any building.

ROOF LINE means the line made by the intersection of the wall of the building with the roof of the building or whichever face fronts the street.

ROOF SIGN means a sign erected upon, against or directly above a roof or on top of or above a parapet of a building, and wholly supported by said building.

SANDWICH BOARD SIGN means a portable sign constructed of two pieces of material hinged together at one end, which is stabilized by weight or by affixing to a building and located on private property or a public sidewalk or road abutting the business advertised in the sign.

SIGN means a letter, numeral, work, picture, symbol, illustration or attention drawing device which is visible from a public road or is located on private property and exposed to the public, and which directs attention to a product, service, place, activity, person, institution, business or solicitation or which communicates information or advertising for any purpose.

SIGN AREA means the total area of a sign on which copy could be placed and does not include the outer edge of the frame or border of a sign or any supporting structure. In the case of a double-face or multiface sign, both or all sides of the sign face will be counted in the sign area calculation. Where a sign is made up of individual letters, the sign area

shall be the combined area of the smallest rectangles, squares or circles that will enclose the individual letters or figures of the sign.

STRUCTURE means any construction fixed to, supported by or sunk into land or water.

SWINGING SIGN means a sign installed on an arm or span that is not an addition permanently fastened to an adjacent wall or upright pole.

TEMPORARY SIGN means a sign displayed for a limited period of time as stated in the pertinent sections of this bylaw.

THIRD PARTY SIGN means a sign that directs attention to products sold or services provided which can not be considered as the principal product sold or principal services provided on the premises at which the sign is located.

UNDER CANOPY/MARQUEE SIGN means a sign suspended and contained entirely under a canopy, marquee or awning.

USE means the purpose for which land, buildings, structures or signs are put, designed, arranged, intended, occupied or maintained.

VEHICLE-MOUNTED SIGN means a sign attached to, placed in or on, or towed by vehicle but does not include identification signs painted or magnetically attached on the body of a vehicle or signs on taxis and public transportation vehicles.

WALL SIGN means a form of facia sign painted on the exterior wall or other integral part of a building, but does not included painted murals.

WARNING SIGN means a sign warning of an existing natural hazard or danger.

WELCOME OR TOURIST INFORMATION SIGN means a sign designed to orient the visitor and assist him in the location of tourist information and community services or facilities.

WINDOW SIGN means a permanent sign either painted on, attached to or installed in a window for purposes of viewing from outside the premises, but does not include a window display.

ZONE means areas designated for certain uses according to the District of Hope Zoning Bylaw.

# 3. GENERAL PROVISIONS

### 3.1 <u>COMPLIANCE</u>

1. No sign shall be erected, placed, displayed, altered, repaired or moved within the District except in compliance with the provisions of this bylaw.

# 3.2 ADMINISTRATION

- 1. This bylaw shall be administered by the Building Inspector, Clerk or any other person who may be appointed by the District of Hope Council.
- 2. The Building Inspector, Clerk or any other person appointed by the District of Hope Council may refer to Council any proposed sign or existing sign which does not appear to meet the provisions of this bylaw but which the Building Inspector or such person considers would be appropriate (AM #1100).
- 3. The Council may then consider the proposed or existing sign and approve it or not approve it and direct the Building Inspector or such person to issue or revoke a permit, with or without conditions (AM #1100).

# 3.3 <u>POWER OF THE AUTHORITY HAVING JURISDICTION</u>

- 1. The Building Inspector, Clerk or any other person who may be appointed by the District of Hope Council is hereby empowered to:
  - (a) enter at all reasonable times on any property subject to this bylaw to ascertain whether the regulations or directions are being complied with;
  - (b) order a person who is contravening any of the provisions of this bylaw to comply with such provisions within a time period specified within the order;
  - (c) order work to stop if any part of the work is in contravention of any of the provisions of this bylaw or if there is an unsafe condition on the property upon which the work is being carried out;
  - (d) order the immediate removal or affect the removal of any sign constructed without a permit or that is constructed or maintained in contravention of any of the provisions of this bylaw; and
  - (e) revoke a permit under this bylaw if:
    - there is a contravention of this bylaw;
    - the permit was issued in error;
    - the permit was issued on the basis of incorrect information; or
    - any fees required to be paid under this bylaw are not paid.

# 3.4 <u>ENFORCEMENT</u>

- 1. It shall be unlawful for any person to do any act contrary to any direction, instruction, specification or provision contained in or adopted by this bylaw or any notice lawfully given or posted pursuant to the provisions of this bylaw or without any permit hereby required or contrary to the conditions upon which any permit has been issued pursuant to this bylaw.
- 2. It shall be unlawful for any person to refrain from or fail to take any act or precaution required to be done or taken under this bylaw or by any notice lawfully given or posted pursuant to the provisions of this bylaw.

# 3.5 <u>PENALTIES</u>

- 1. Any person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in violation of this bylaw or who neglects to do or refrains from doing anything required to be done by this bylaw or fails to comply with any order or notice issued pursuant to this bylaw, shall be guilty of an offence.
- 2. Any person guilty of an offence of this bylaw shall be liable to a fine of not less than \$50.00 and not more than \$1,000.00 for each offence.
- 3. Each day that a violation exists shall constitute a separate offence.

# 3.6 <u>SEVERABILITY</u>

1. If any section, subsection, sentence, clause or phrase of this bylaw is for any reason found invalid by decision of any court of competent jurisdiction such decision shall not affect the validity of the remaining portions of the bylaw.

# 4. DUTIES AND RESPONSIBILITIES OF THE SIGN OWNER

# 4.1 **<u>REQUIREMENT FOR PERMIT</u>**

- 1. No person shall erect, enlarge, convert, extend, alter or relocate any sign except those exempted under this bylaw, without first having a valid permit to do so as herein provided.
- 2. The application for a sign permit shall be completed on the form provided by the District of Hope and shall be accompanied by the fees as prescribed in the District of Hope Fees & Charges Bylaw. (A/M #1339)

#### 4.2 <u>INSPECTIONS</u>

- 1. Every person for which a permit is required under this bylaw shall notify the Building Inspector at least 24 hours in advance for required inspections.
- 2. All free standing signs shall be subject to a footing and form inspection and all signs shall be subject to a final inspection.

#### 4.3 <u>HIGHWAYS APPROVAL</u>

1. Any signs along a controlled access highway shall require the approval of the Ministry of Transportation & Infrastructure. (A/M #1339)

#### 4.4 <u>PERMIT ISSUANCE OR DENIAL</u>

- 1. The Building Inspector, upon being satisfied that the proposed sign for which proper application has been made conforms to this bylaw, the B.C. Building Code and Regulations, and all other pertinent bylaws of the District, may issue the appropriate sign permit.
- 2. If the work for which a permit was issued is not carried out within 6 months of the date of the issuance of the permit, such permit shall be deemed to have expired.
- 3. The Building Inspector shall refuse to issue a permit for any sign where:
  - (a) the sign does not comply with the provisions of this or any other bylaw of the District of Hope;
  - (b) the building or structure to which the sign is or is to be attached is incapable of supporting the sign;
  - (c) the information submitted regarding the construction of the said building or structure is insufficient to enable him to determine the capability of the building or structure to give such support; or
  - (d) a letter is to be provided by a Professional Engineer registered in the Province of British Columbia undertaking to supervise the work authorized by the permit or any part thereof and certifying that the building or structure to which the sign is to be attached is capable of safely supporting the sign.

# 4.5 <u>SIGN CONSTRUCTION AND MAINTENANCE</u>

- 1. Illuminated signs shall be connected to an electrical circuit on the premises to which it pertains. All electrical installations shall be approved by the Province of British Columbia Safety Branch and such permit shall be produced at final inspection.
- 2. Signs and sign structures shall be designed and constructed as provided in this bylaw and in accordance with Part 4 of the British Columbia Building Regulations to resist wind, seismic and dead loads.
- 3. The Building Inspector may require as a condition of the issuance of any permit or after inspection of any sign, that all drawings and specifications, or any part thereof, be prepared, signed and sealed by, and the construction carried out under, the supervision of a Professional Engineer registered in the Province of British Columbia.
- 4. Owners shall ensure that all signs are constructed in accordance with all applicable legislation, regulations and bylaws and maintained to a safe and presentable standard to avoid risk of injury to any person or damage to any property.
- 5. Every factory-made sign shall have the manufacturer's name and the weight of the sign on a name plate fastened to the exterior of the sign in a location readily visible when the sign is in place.
- 6. All signs shall be maintained so that, at all times, they are structurally sound and free from all hazards caused or resulting from decay or failure of structural members, fixtures, lighting or appurtenances. All sign area, background, copy, lighting and emblishment shall be maintained in readable, clean and painted condition, and the site of the sign shall be maintained free of weeds, debris and rubbish and in a clean condition.

#### 4.6 <u>INDEMNIFICATION</u>

1. Where a sandwich board sign is placed on a District sidewalk or an awning sign, canopy or marquee sign, under canopy/marquee sign, facia sign, or projecting sign extends over District owned property, the owner of the sign shall sign an Agreement of Indemnification form provided by the District relieving the District of all liability in respect to the sign and maintenance thereof. (A/M #1339)

# 4.7 <u>REMOVAL OF SIGNS</u>

- 1. The owner shall ensure the removal of any sign erected on his property when the purpose of the message thereon is no longer required.
- 2. When a sign remains in place after the activity, business, product or service the sign advertises is no longer conducted or available on the premises on which the sign is located, such sign is considered to have been abandoned, and the owner of the premises in question shall remove the sign within 30 days from the date of the receipt of notice from the Building Inspector ordering such removal.
- 3. Political signs, real estate signs, community activity and similar temporary signs which are displayed on any property shall be removed by the owners of such property within 7 days of the termination of the event which the signs advertised, failing which the Building Inspector may have the sign removed.
- 4. If any sign does not conform in every respect to the provisions of this bylaw or if any sign is permitted to become unsafe or defective, the Building Inspector may give written notice to the owner of the sign to repair or remove the sign within 14 days and it shall be the duty of the owner to repair or remove the sign in accordance with the notice.
- 5. Where a sign is prohibited under this bylaw and such sign is erected or displayed, the Building Inspector may give written notice to the owner of the sign to remove it within 24 hours.
- 6. Should the property owner or owner of the sign fail to remove a sign required under this section, the Building Inspector is hereby empowered to have the offending sign removed at the expense of the person in default and the expense incurred in doing so may be recovered by the District from the owner of the property on which the sign is displayed in like manner as municipal taxes.
- 7. A sign that has been removed and impounded by the Building Inspector shall not be released until the District has been reimbursed for all expenses incurred in its removal. The District shall not be responsible for any damage incurred to any sign or to any building or property from which such sign is required to be removed under this bylaw.

### 5. **PROHIBITIONS**

#### 5.1 **PROHIBITED SIGNS**

- 1. The following type of signs as defined in Section 2 of this bylaw are prohibited in the District of Hope (AM#1100):
  - (a) Billboard;
  - (b) Animated sign;
  - (c) Flashing sign;
  - (d) Off-premise sign except as specifically permitted elsewhere in this bylaw, or as approved by Council upon application to the Building Inspector (AM #1100).
  - (e) Third party sign;
  - (f) Vehicle-mounted sign; and
  - (g) Swinging sign.

#### 5.2 <u>GENERAL PROHIBITIONS</u>

- 1. Except as provided elsewhere in this bylaw, no signs shall be:
  - (a) erected on or over a public right-of-way or District-owned property;
  - (b) displayed where it will interfere or otherwise obstruct any traffic control device or in any way interfere with visibility from one street to another;
  - (c) erected which could be mistaken for a traffic control device or traffic warning sign;
  - (d) located or displayed in such a manner that it may obstruct any window, door opening, passageway, ventilator, fire escape, walkway or similar feature;
  - (e) illuminated by searchlights, strobe lights, beacons, oscillating lights or similar effects;
  - (f) displayed on a satellite dish;
  - (g) permanently erected on a balloon or other gas filled device; or
  - (h) erected contrary to the regulations set out in this bylaw.

2. No person shall post, exhibit or distribute posters, placards, advertising signs, pictures or drawings on utility poles, fences, trees or any other similar structure where they are visible from a public road or public place. This section does not apply to posters, placards, notices or traffic control signs posted on the behalf of the District of Hope or the Royal Canadian Mounted Police.

# 6. SIGNS NOT REQUIRING A PERMIT

# 6.1 <u>EXEMPT SIGNS</u>

- 1. The following types of signs as defined in Section 2 are exempt from this bylaw:
  - (a) Application sign;
  - (b) Bench sign; and
- 2. The following signs are also exempt from this bylaw:
  - (a) Signs located within a building or structure and not visible or intended to be visible from a public road; and
  - (b) Signs erected by the District of Hope or Ministry of Transportation and Highways for control of traffic or parking or for street names and directions.

# 6.2 <u>MAINTENANCE</u>

1. Normal maintenance, including replacement of copy, lighting or colour of any sign and refurbishing of signs, other than changing the name of the owner or business, shall not require an application or permit but shall conform to all other requirements of this bylaw.

# 6.3 <u>SPECIAL PURPOSE SIGNS</u>

- 1. The following special purpose signs listed in Sections 6.4 to 6.23 shall not be required to obtain a sign permit provided that they comply with the permitted zones, sign area, number of signs, height and special conditions specified in this bylaw for the applicable type of sign.
- 2. If a special purpose sign does not comply with the conditions specified in Sections 6.4 to 6.23 of this bylaw, an application for a sign permit shall be required for the applicable type of sign requiring a permit under Section 7 of this Bylaw.

#### 6.4 AGRICULTURAL PRODUCT SIGNS

#### Permitted Zones

1. Agricultural product signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Limited Use	(L-1);
(b)	Agricultural	(AG-1);
(c)	Rural	(RU-1); and
(d)	Country Residential	(CR-1).

#### Sign Area

2. The sign area of an agricultural product sign shall not exceed 3 square meters in total.

#### Number of Signs

3. There shall only be 1 agricultural product sign per lot.

#### Height

4. Agricultural product signs shall not exceed a height of 2.5 meters above grade.

#### **Special Conditions**

5. Agricultural product signs shall only be permitted when the agricultural, farm or horticultural products are in season.

#### 6.5 **BANNERS**

#### Permitted Zones

- 1. Banners announcing a special community activity shall be permitted in the following zones only in the District of Hope Zoning Bylaw:
  - (a) Downtown Commercial (CBD);(C-2);
  - Highway Commercial (b)
  - Parks and Recreation (P-1); and (c)
  - Institutional (d)

# (P-2).

#### Sign Area

2. N/A

#### Number of Signs

3. The location and number of banner signs shall be approved by the District of Hope.

### <u>Height</u>

4. The height of any banner sign shall be approved by the District of Hope.

#### **Special Conditions**

5. No banner sign shall remain in place 7 days after the special community activity has ended.

#### 6.6 <u>BED AND BREAKFAST SIGNS</u>

#### Permitted Zones (A/M #1339)

- 1. Bed and breakfast signs shall be permitted in the following zones in the District of Hope Zoning Bylaw:
  - (a) Limited Use (L-1)
  - (b) Agricultural (AG-1)
  - (c) Rural (RU-1)
  - (d) Country Residential (CR-1)
  - (e) Single Family Residential (RS-1)
  - (f) Single Family Residential with Secondary Dwelling (RS-1S)
  - (g) Single Family Residential with Secondary Suite (RS-1T)
  - (h) Compact Single Family Residential (RS-2)
  - (i) Two Family Residential (RT-1)
  - (j) Commercial Transition (C-5).

#### Sign Area

2. The sign area of a bed and breakfast sign shall not exceed 0.3 square meters in total.

#### Number of Signs

3. There shall be no more than 1 bed and breakfast sign on any lot on which a bed and breakfast is permitted.

#### <u>Height</u>

4. A freestanding bed and breakfast sign shall not exceed a height of 1.5 meters above grade.

### Special Conditions

5. N/A

# 6.7 <u>COMMUNITY ACTIVITY SIGNS</u>

#### Permitted Zones

1. Community activity signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

#### Sign Area

2. The sign area of a community activity sign shall not exceed 3 square meters in total.

#### Number of Signs

3. There shall be no more than 1 community activity sign on any lot.

#### <u>Height</u>

4. N/A

#### Special Conditions

5. No community activity sign shall remain in place 7 days after the community activity has ended.

#### 6.8 <u>CONSTRUCTION PROJECT SIGNS</u>

#### Permitted Zones

1. Construction project signs shall be permitted in all zones in the District of Hope Zoning Bylaw on the lot where a construction or development project is being carried out.

#### <u>Sign Area</u> (A/M #1339)

- 2. The sign area of a construction project sign shall not exceed:
  - (a) 1.2 square meters in the Single Family Residential (RS-1), Single Family Residential with Secondary Dwelling (RS-1S); Single Family Residential with Secondary Suite (RS-1T), or Compact Single Family Residential (RS-2);

(b) 6 square meters in total in all other zones.

#### Number of Signs

3. There shall be no more than 1 construction project sign on any construction or development project.

### <u>Height</u>

4. N/A

# Special Conditions

5. No construction project sign shall be erected prior to the issuance of a building permit and shall be removed upon issuance of the occupancy permit.

# 6.9 DIRECTIONAL SIGNS

#### Permitted Zones

1. Directional signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

#### Sign Area

2. The sign area of a directional sign shall not exceed 1.2 square meters in total in any zone.

#### Number of Signs

3. There shall be no more than 1 directional sign on any lot.

#### <u>Height</u>

4. N/A

#### Special Conditions

- 5. A directional sign advertising a business establishment must be located on the site of the business to which it refers.
- 6. Directional signs advertising a place, area, public service or event may be located off the place, area, public service or event to which they refer with the approval of the District of Hope.

### 6.10 DIRECTORY SIGNS

#### Permitted Zones

1. Directory signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Highway Commercial	(C-2);
(b)	Parks and Recreation	(P-1); and
< >	·	

(c) Institutional (P-2).

#### Sign Area

2. The sign area of a directory sign shall not exceed 3 square meters in total.

#### Number of Signs

3. There shall be no more than 1 directory sign on any lot.

#### <u>Height</u>

4. N/A

Special Conditions

5. N/A

#### 6.11 HOME BASED BUSINESS SIGNS (A/M #1339)

#### Permitted Zones

1. Home based business signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Limited Use	(L-1);
(b)	Agricultural	(AG-1);
(c)	Rural	(RU-1);
(d) Co	ountry Residential	(CR-1);
(e)	Single Family Residential	(RS-1);
(f)	Single Family Residential with Secondary Dwelling	(RS-1S);
(g)	Single Family Residential with Secondary Suite	(RS-1T);
(h)	Compact Single Family Residential	(RS-2);
(i)	Two Family Residential	(RT-1);
(j)	Multiple Family Residential	(RM-1);
(k)	Ground Oriented Multiple Family Residential	(RM-2);

- (l) Mobile Home Park
- (m) Downtown Commercial
- (n) Local Commercial
- (o) Highway Commercial
- (p) Commercial Transition

#### <u>Sign Area</u> (A/M #1339)

- 2. (a) The sign area of a home based business sign shall not exceed 0.3 square meters in total for properties in the RS-1, RS-1S, RS-1T, RS-2, RT-1, RM-1, RM-2, MHP-1, CBD, C-1, C-2 and C-5 zones; and
  - (b) The sign area of a home based business sign shall not exceed 3.0 square meters in total for properties in the L-1, AG-1, RU-1 and CR-1 zones.

#### Number of Signs (A/M #1339)

3. There shall be no more than one home based business signs on any lot on which a home based business exists.

#### <u>Height</u> (A/M #1339)

4. N/A

#### Special Conditions (A/M #1339)

5. A home based business shall only be affixed flat against the building in which a valid home based business exists and which has a valid business license from the District of Hope.

#### 6.12 **IDENTIFICATION SIGNS**

#### Permitted Zones

1. Identification signs shall be permitted in all zones in the District of Hope Zoning Bylaw which contain a building or institution.

#### <u>Sign Area</u> (A/M #1339)

- 2. The sign area of an identification sign shall not exceed:
  - (a) 0.3 square meters in the Single Family Residential (RS-1), Single Family Residential with Secondary Dwelling (RS-1S); Single Family Residential with Secondary Suite (RS-1T); Compact Single Family Residential (RS-2) and Two Family Residential (RT-1) zones;

(MHP-1);

(C-2) and

(CBD);

(C-1);

(C-5).

(b) 0.6 square meters in total in all other zones.

#### Number of Signs

3. There shall be no more than 2 identification signs on any lot.

#### <u>Height</u>

4. Freestanding identification signs shall not exceed a height of 1.5 meters above grade.

#### **Special Conditions**

5. N/A

# 6.13 <u>POLITICAL SIGNS</u>

#### Permitted Zones

1. Political signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

#### Sign Area

2. The sign area of a political sign shall not exceed 1.5 square meters in total.

#### Number of Signs

3. There shall be no more than 1 political sign on any private lot.

#### <u>Height</u>

4. Political signs shall not exceed a height of 2.5 meters above grade.

#### Special Conditions

- 5. No political sign shall be erected more than 30 days before an election or referendum and must be removed within 7 days after the election or referendum.
- 6. Political signs shall not be placed on either private or public property without the approval of the owner.

#### 6.14 **PROHIBITION SIGNS**

#### Permitted Zones

1. Prohibition signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

# Sign Area

2. The sign area of a prohibition sign shall not exceed 0.6 square meters in total.

#### Number of Signs

3. There shall be no more than 2 prohibition signs on any lot for which the prohibition or penalty exists except in the case of a hydro electric facility where no limit to the number of signs shall apply.

# <u>Height</u>

4. Prohibition signs shall not exceed a height of 2.5 meters above grade.

# Special Conditions

5. N/A

#### 6.15 **PROMOTIONAL SIGNS**

#### Permitted Zones (A/M #1339)

1. Promotional signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5); and
(g)	Light/Service Industrial	(I-2).

#### Sign Area

2. The sign area of a promotional sign shall not exceed 3 square meters in total.

#### Number of Signs

3. There shall be no more than 1 promotional sign on any lot on which the promotion or business premise is located.

# <u>Height</u>

4. N/A

# **Special Conditions**

5. No promotional sign shall be erected permanently and must not be displayed for more than 30 days.

#### 6.16 PUBLIC BUILDING SIGNS

#### Permitted Zones (A/M #1339)

1. Public building signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Parks and Recreation	(P-1);
(c)	Institutional	(P-2); and
(d)	Airpark	(AP-1).

### Sign Area

2. The sign area of a public building sign shall not exceed 3 square meters in total.

#### Number of Signs

3. There shall be no more than 2 public building signs on any lot.

Height

4. N/A

#### Special Conditions

5. N/A

# 6.17 <u>REAL ESTATE DIRECTIONAL SIGNS</u>

#### Permitted Zones

1. Real estate directional signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

#### Sign Area

2. The sign area of a real estate directional sign shall not exceed 0.6 square meters in total.

#### Number of Signs

3. There shall be no more than 2 real estate directional signs temporarily erected at any one time for a specific property.

#### <u>Height</u>

4. N/A

#### **Special Conditions**

- 5. No real estate directional sign shall be erected for longer than 24 hours.
- 6. Real estate directional signs shall not be placed on either private or public property without the approval of the owner.

#### 6.18 REAL ESTATE SIGNS

#### Permitted Zones

1. Real estate signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

#### <u>Sign Area</u> (A/M #1339)

- 2. The sign area of a real estate sign shall not exceed:
  - (a) 1.2 square meters in the Single Family Residential (RS-1), Single Family Residential with Secondary Dwelling (RS-1S); Single Family Residential with Secondary Suite (RS-1T); Compact Single Family Residential (RS-2), Multiple Family Residential (RM-1), Ground Oriented Multiple Family Residential (RM-2), Two Family Residential (RT-1) zones; or Mobile Home Park (MHP-1) zones;
  - (b) 6 square meters in the Single Family Residential (RS-1), Single Family Residential with Secondary Dwelling (RS-1S); Single Family Residential with Secondary Suite (RS-1T); Compact Single Family Residential (RS-2), Multiple Family Residential (RM-1), Ground Oriented Multiple Family Residential (RM-2), Two Family Residential (RT-1) zones; or Mobile Home Park (MHP-1) zones where a subdivision of three or more lots has been approved by the District;

(c) 6 square meters in total in all other zones.

#### Number of signs

3. There shall be no more than 2 real estate signs on any lot or premise that is for sale, rent or lease.

### <u>Height</u>

4. N/A

# **Special Conditions**

5. Real estate signs shall be removed within 30 days of the completion of a real estate transaction or occupancy of the premises.

# 6.19 SANDWICH BOARD SIGNS

#### Permitted Zones (A/M #1339)

1. Sandwich board signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5); and,
(g)	Light/Service Industrial	(I-2).

#### Sign Area

2. The sign area of a sandwich board sign shall not exceed 0.88 square meters in total.

#### Number of Signs

3. There shall be no more than I sandwich board sign on any lot or public sidewalk or road abutting the lot on which the business advertised is located.

# <u>Height</u>

4. Sandwich board signs shall not exceed a height of 1.1 meters above grade.

#### Special Conditions

- 5. No sandwich board sign shall create a nuisance or restrict pedestrian or vehicular traffic.
- 6. Sandwich board signs shall only be displayed during the business hours of the premises to which the sign pertains.

#### 6.20 WARNING SIGNS

#### Permitted Zones

1. Warning signs shall be permitted in all zones in the District of Hope Zoning Bylaw.

#### Sign Area

2. The sign area of a warning sign shall not exceed 3 square meters in total.

#### Number of Signs

3. The number of warning signs on any lot or public road shall be at the sole discretion of the District of Hope and any other owner or person having authority.

#### <u>Height</u>

4. N/A

#### Special Conditions

5. Warning signs shall be removed as soon as possible after an existing hazard or danger is subsisted.

#### 6.21 WELCOME OR TOURIST INFORMATION SIGNS

#### Permitted Zones (A/M #1339)

1. Welcome or tourist information signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Highway Commercial	(C-2);
(c)	Parks and Recreation	(P-1);
(d)	Institutional	(P-2);
(e)	Airpark	(AP-1);

- (f) Campground and Holiday Park
- (CHP-1); (RRA-l);
- (g) Residential and Recreational Assembly(h) any public road right-of-way regardless of the zoning.

# Sign Area

2. The sign area of a welcome or tourist information sign shall be at the sole discretion of the District of Hope and any other owner or person having authority.

#### Number of Signs

3. There shall be no more than 1 welcome or tourist information sign on any private lot.

#### <u>Height</u>

4. N/A

#### Special Conditions

5. All welcome or tourist information signs shall be approved by the District of Hope.

#### 6.22 WINDOW SIGNS

#### Permitted Zones (A/M #1339)

1. Window signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-l);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5);
(g)	Light/Service Industrial	(I-2); and,
(h)	Campground and Holiday Park	(CHP-1).

2. Notwithstanding Section 1 above, window signs advertising "Block Parent", "Neighborhood Watch" or an approved Home Based Business shall be permitted in the following zones:

(a)	Limited Use	(L-1);
(b)	Agricultural	(AG-1);

(c)	Rural	(RU-1);
(d)	Country Residential	(CR-1);
(e)	Single Family Residential	(RS-1);
(f)	Single Family Residential with Secondary Dwelling	(RS-1S);
(g)	Single Family Residential with Secondary Suite	(RS-1T);
(h)	Compact Single Family Residential	(RS-2);
(i)	Two Family Residential	(RT-1);
(j)	Multiple Family Residential	(RM-1);
(k)	Ground Oriented Multiple Family Residential	(RM-2); and,
(l)	Mobile Home Park	(MHP-1).

#### Sign Area

- 3. The sign area of a permanent window sign in a commercial, industrial or campground and holiday park zone shall not exceed 25% of the total window area of the business premises.
- 4. The sign area of "Block Parent", "Neighbourhood Watch" or approved Home Based Business signs shall not exceed 0.3 square meters.

#### Number of Signs

5. There shall be no more than 1 permanent window sign on any business premises.

<u>Height</u>

6. N/A

Special Conditions

7. N/A

# 7. SIGNS REQUIRING A PERMIT

# 7.1 <u>AWNING SIGNS</u>

#### Permitted Zones (A/M #1339)

1. Awning signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);

- (f) Commercial Transition
- (g) Campground and Holiday Park
- (h) Light/Service Industrial

(C-5); (CHP-1); and, (I-2)<del>.</del>

#### Sign Area

2. The sign area of an awning sign shall not exceed 45% of the total surface area of the awning.

#### Number of Signs

3. There shall be no limit to the number of awning signs located on a business premise.

#### <u>Height</u>

4. Awning signs shall have a clearance of not less than 2.5 meters above grade.

#### Special Conditions

5. Awning signs shall only be permitted on the exterior front, exterior side or interior side face of an awning on the premises to which the sign refers.

# 7.2 <u>CANOPY OR MARQUEE SIGNS</u>

#### Permitted Zones (A/M #1339)

1. Canopy or marquee signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5);
(g)	Light/Service Industrial	(I-2); and,
(h)	Campground and Holiday Park	(CHP-1).

#### Sign Area

- 2. The sign area of a canopy or marquee sign shall not exceed 45% of the total surface area of the canopy or marquee.
- 3. The sign area of a canopy or marquee sign located on either side of a canopy or marquee shall not exceed 1/2 of the sign area of a canopy or marquee sign located on the front of the canopy or marquee.

#### Number of Signs

4. There shall be no more than 1 canopy or marquee sign for each side of a canopy or marquee attached to a business premise provided that there are no more than 3 canopy or marquee signs in total for each canopy or marquee.

### <u>Height</u>

- 5. Canopy or marquee signs shall be directly attached to the apron of the canopy or marquee and shall be centered horizontally and vertically on the canopy or marquee so as to be of a uniform height.
- 6. Canopy or marquee signs shall have a clearance of not less than 2.5 meters above grade in pedestrian areas and 4.5 meters in vehicular areas.
- 7. Canopy or marquee signs shall not project below the lower edge of the canopy or marquee nor above the top of the roof line or wall to which the canopy or marquee is affixed.
- 8. In no case shall the top of a canopy or marquee sign be higher than 8.0 meters above the nearest finished grade nor shall it be located on top of a canopy or marquee.

#### **Special Conditions**

- 9. Canopy or marquee signs shall not project beyond the apron of the canopy or marquee by more than 0.3 meters nor more than 1.5 meters over public property.
- 10. All canopy or marquee signs must be located on the premises to which the sign refers.

# 7.3 <u>UNDER CANOPY/MARQUEE SIGNS</u>

#### Permitted Zones (A/M #1339)

1. Under canopy/marquee signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5);
(g)	Light/Service Industrial	(I-2); and,
(h)	Campground and Holiday Park	(CHP-1).

#### Sign Area

- 2. The sign area of an under canopy/marquee sign shall not exceed 0.6 square meters in total.
- 3. An under canopy/marquee sign shall not exceed 0.4 meters in height.

#### Number of Signs

4. There shall be no more than 2 under canopy/marquee signs for each premise on any lot.

#### <u>Height</u>

5. Under canopy/marquee signs shall have a clearance of not less than 2.5 meters above grade in pedestrian areas and 4.5 meters in vehicular areas.

#### Special Conditions

- 6. Under canopy/marquee signs shall be located entirely under the canopy/marquee apron to which they are attached and shall not project more than 1.5 meters over public property.
- 7. All under canopy/marquee signs must be located on the premises to which the sign refers and must not be swinging.

#### 7.4 FACIA SIGNS

#### Permitted Zones (A/M #1339)

1. Facia signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5);
(g)	Heavy Industrial	(I-1);
(h)	Light/Service Industrial	(I-2);
(i)	Auto Wrecking	(I-4);
(j)	Heliport	(I-5);
(k)	Parks and Recreation	(P-1);
(1)	Institutional	(P-2); and
(m)	Airpark	(AP-1).

#### Sign Area

2. The sign area of a facia sign shall not exceed 1 square meter for each 3 meters of total length of the wall or fascia facing the frontage of the business on which the facia sign is located.

#### Number of Signs

- 3. Subject to the above-noted sign area restrictions, there shall be no limit to the number of facia signs on any lot provided that the facia signs are only located on the wall or fascia of the building containing the business premises to which the sign refers.
- 4. Where more than one business occupies a building, facia signs shall be permitted for each business premise and where feasible the fascia sign shall be located on the wall or fascia on which the business premise fronts.

#### <u>Height</u>

- 5. Facia signs shall have a clearance of not less than 2.5 meters above the finished grade immediately below.
- 6. Facia signs shall not project above the top of the wall, fascia or roof line to which the fascia sign is affixed.

### Special Conditions

7. Facia signs shall not project more than 0.45 meters beyond the face of a wall or fascia to which it is attached, nor more than 0.45 meters over public property.

### 7.5 FREESTANDING SIGNS

#### Permitted Zones (A/M #1339)

1. Freestanding signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5);
(g)	Heavy Industrial	(I-1);
(h)	Light/Service Industrial	(I-2);
(i)	Auto Wrecking	(I-4);
(j)	Heliport	(I-5);
(k)	Parks and Recreation	(P-1);
(l)	Institutional	(P-2);
(m)	Airpark	(AP-1);
(n)	Campground and Holiday Park	(CHP-1);
(0)	Residential and Recreational Assembly	(RRA-1);
(p)	Multiple Family Residential	(RM-1);
(q)	Ground Oriented Multiple Family Residential	(RM-2); and,
(r)	Mobile Home Park	(MHP-1).

#### <u>Sign Area</u> (A/M #1339)

- 2. The sign area of freestanding signs shall not exceed:
  - (a) 3.7 square meters in the Multiple Family Residential (RM-1), Ground Oriented Multiple Family Residential (RM-2) and Mobile Home Park (MHP-1) zones;
  - (b) 10 square meters in the Local Commercial (C-1), Neighbourhood Public House (C-4), Commercial Transition (C-5), Light/Service Industrial (I-2), and Heliport (I-5) zones;

- (c) 20 square meters in the Downtown Commercial (CBD), Highway Commercial (C-2), Regional Commercial (C-3), Heavy Industrial (I-1), Auto Wrecking (I-4), Campground and Holiday Park (CHP-1), Residential and Recreational Assembly (RRA-1), Parks and Recreation (P-1), Institutional (P-2) and Airpark (AP-1) zones.
- 3. The sign area of freestanding signs shall not exceed 1.5% of the area of the lot upon which they are situated.

#### Number of Signs

- 4. There shall be no more than 1 freestanding sign on any lot except where:
  - (a) a lot has a frontage in excess of 50 meters, 1 additional freestanding sign may be permitted for each additional 50 meters of frontage or part thereof;
  - (b) a lot fronts on more than one public road, excluding lanes or service ways, 1 additional freestanding sign may be permitted for each public road frontage;

provided that the total number of freestanding signs on any lot shall not exceed 3.

#### <u>Height</u> (A/M #1339)

- 5. Free standing signs shall not exceed a height of:
  - (a) 5 meters above grade in the Multiple Family Residential (RM-1), Ground Oriented Multiple Family Residential (RM-2) and Mobile Home Park (MHP-1) zones; or
  - (b) 10 meters above grade in all other permitted zones.
- 6. Free standing signs shall have a clearance of not less than 2.5 meters above grade in pedestrian areas and 4.5 meters in vehicular traffic area or driveways. <u>Special Conditions</u>
- 7. Freestanding signs shall not project over public property.
- 8. Where 2 or 3 free standing signs are permitted on one lot, such signs shall be located no less than 30 meters apart.
- 9. Freestanding signs shall be located on the premises to which the sign refers and the minimum clearance between the sign structure and any building on the lot must be at least 1.5 meters.

# 7.6 **PROJECTING SIGNS**

#### Permitted Zones

1. Projecting signs shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Local Commercial	(C-1);
(c)	Highway Commercial	(C-2);
(d)	Regional Commercial	(C-3);
(e)	Neighbourhood Public House	(C-4);
(f)	Commercial Transition	(C-5); and,
(g)	Light/Service Industrial	(I-2).

#### Sign Area

- 2. The sign area of a projecting sign shall not exceed 1 square meter for each 3 meters of total length of building frontage of the first storey of the building on which the projecting sign is located to a maximum of 6 square meters.
- 3. Where a projecting sign is located at the corner of a building on a corner lot, such sign shall be placed at equal angles to the two frontages and the sign area shall be calculated based on the larger of the two frontages.

#### Number of Signs

4. There shall be no more than 1 projecting sign for each frontage of the premise to which the sign refers.

#### <u>Height</u>

- 5. Projecting signs shall have a clearance of not less than 2.5 meters above grade in pedestrian areas and 4.5 meters in vehicular traffic areas or driveways.
- 6. Projecting signs shall not be higher than 8.0 meters above the nearest finished grade or more than 0.6 meters above the roof line or wall to which the projecting sign is affixed, whichever is lower.

#### Special Conditions

- 7. Projecting signs shall not project more than 1.5 meters over public property.
- 8. Projecting signs must be located on the building frontage of the business to which the sign refers.

### 7.7 <u>ROOF SIGNS</u>

#### Permitted Zones (A/M #1339)

1. Roof sizes shall be permitted in the following zones only in the District of Hope Zoning Bylaw:

(a)	Downtown Commercial	(CBD);
(b)	Highway Commercial	(C-2);
(c)	Heliport	(I-5); and
(d)	Airpark	(AP-1).

#### Sign Area

2. The sign area of a roof sign shall not exceed 20 square meters in total.

#### Number of Signs

3. There shall be no more than 1 roof sign on any lot.

#### <u>Height</u>

4. Roof signs shall not exceed a height of 2.5 meters above the main roof of the building.

#### Special Conditions

5. All roof signs must be located on the premises to which the sign refers and can not project over public property.

#### 8. IMPLEMENTATION

Read a first time this 9<sup>th</sup> day of September, 1996.

Read a second time this 9<sup>th</sup> day of September, 1996.

Read a third time this 4<sup>th</sup> day of November, 1996.

Adopted this 12<sup>th</sup> day of November, 1996.

MAYOR

CLERK