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Cowichan Valley Regional District  
**Sign Bylaw No. 1095**

**Amended up to and including Bylaw No. 4132**

**CONSOLIDATED FOR CONVENIENCE ONLY**

Please check with the Land Use Services Department (250.746.2620) for current information on this Bylaw



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*NOTE: CVRD Land Use Services Department staff have made every effort to provide the most up-to-date version of this consolidated bylaw and the associated maps. Nevertheless, this document may be somewhat out of date, particularly if there are amendments underway. Persons using this consolidated bylaw text and the maps should not rely on them for legal purposes or to make important decisions.*

**AMENDING BYLAWS:**

4132 Sign Amendment Bylaw

July 12, 2017

COWICHAN VALLEY REGIONAL DISTRICT

BY-LAW NO. 1095

A bylaw to establish sign regulations  
within the boundaries of the electoral  
areas of the Cowichan Valley Regional  
District

WHEREAS pursuant to Section 967 of the Municipal Act,  
R.S.B.C., 1979, c.290 (The Act), the Regional Board may by bylaw  
establish regulations with respect to signs within the electoral areas  
of the Regional District;

AND WHEREAS the Regional Board has in the past adopted a  
sign bylaw pursuant to its Supplementary Letters Patent and pursuant  
to the former powers of the Municipal Act (Chapter 255) that being  
Sign Bylaw No. 374, 1978;

AND WHEREAS the Regional Board now deems it appropriate to  
adopt these existing sign regulations under the current provincial  
legislation that being Section 967 of the Act;

AND WHEREAS the Regional Board voted on and received the  
required majority vote of those present and eligible to vote at the  
meeting at which the vote is taken as required by the Municipal Act;

AND WHEREAS pursuant to Section 769 of the Act, a synopsis  
was published in The Citizen on September 20, 1987  
setting forth details of the bylaw;

NOW THEREFORE the Regional Board in open meeting assembled  
enacts as follows:

1. That Cowichan Valley Regional District Sign Bylaw No. 374, 1978  
be repealed.

2. That sign regulations applicable to all electoral areas of the Cowichan Valley Regional District be established as a bylaw of the Cowichan Valley Regional District as detailed in Schedule A which is attached to and forms an integral part of this bylaw.

3. This bylaw may be cited as the "Cowichan Valley Regional District Sign Bylaw No. 1095, 1987".

4. This By-law shall take effect upon its adoption by the Regional Board.

Read a first time this 22nd day of July, 1987.

Read a second time this 22nd day of July, 1987.

Read a third time this 30th day of September 1987.

Reconsidered, adopted and finally passed this  
day 30th of September, 1987.

  
CHAIRMAN

  
SECRETARY

SCHEDULE "A"

PART:

1. SHORT TITLE
2. INTERPRETATION
3. APPLICATION
4. ESTABLISHMENT OF SCHEDULES
5. COMPREHENSIVE SIGN PLAN
6. SIGN SPECIFICATIONS
7. PROHIBITED SIGNS
8. GENERAL PROVISIONS
9. APPLICATION AND ISSUANCE OF PERMITS
10. APPEAL
11. MAINTENANCE AND REMOVAL OF SIGNS
12. PENALTY
13. CONSTRUCTION
14. EFFECTIVE DATE OF BY-LAW
- SCHEDULES 1 - 5

COWICHAN VALLEY REGIONAL DISTRICT

BYLAW NO. 1095

A bylaw to effect sign regulations within  
the boundaries of all electoral areas of the  
Cowichan Valley Regional District

PART ONE - SHORT TITLE

- 1.1 This Bylaw may be cited as the "Cowichan Valley Regional District Sign Bylaw No. 1095, 1987, and further referred to as "this bylaw".

PART TWO - INTERPRETATION

- 2.1 In this bylaw, unless the context otherwise requires:

"ABANDONED SIGN" means a sign which no longer correctly directs or exhorts any person, advertises a bona fide business, lessor, owner, product, or activity conducted or product available on the premises where such sign is displayed.

"ANIMATED SIGN" means any sign which includes action or motion changes of all or any part of the sign.

"APPROVAL" or "APPROVED" when used with reference to electrical equipment, means that a like model of such equipment has been submitted to the Canadian Standards Association Approvals Laboratories for examination and that the same has been recorded as approved by the Canadian Standards Association; or that such equipment has been approved pursuant to the provisions and regulations of the Electrical Energy Inspection Act. When such words are used with reference to any form of electrical construction or installation, they shall mean such construction or method of installation as shall be acceptable to the authority having jurisdiction.

"BACKGROUND AREA" means the entire area of a sign on which copy or message can be placed.

"BANNER SIGN" means a temporary sign composed of light weight or non-rigid material, such as cloth, canvas or similar fabric.

"BILLBOARD" means a third party off-premises sign that advertises goods, products, services or facilities, or directs persons to a different location from where the sign was installed and is greater than 1.85 sq. metres (20 sq.ft.)

"BUILDING FACE OR WALL" means all window and wall areas of a building in one plane or elevation.

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

"CLEARANCE" means the vertical distance between the lowest limit of a sign and finished grade immediately below.

"COPY AREA" means the actual area enclosed by the words, letters, and symbols of a sign.

"CORNER SITE" means and includes a site at the intersection or junction of two or more streets.

"ELECTRIC SIGN" means a sign containing electrical wiring which is attached or intended to be attached to an electrical energy source.

"FACE OF SIGN" means the entire area of sign on which copy could be placed.

"FACIA SIGN" means a wall sign and as well every sign attached to, marked or inscribed on, or erected or placed against a wall or other surface, whether forming part of a building or not and having the exposed face thereof on a plane approximately parallel to the plane of such wall and projecting not more than 38.1 cm (15 inches) from the face of such wall.

"FLASHING SIGN" means a sign which contains an intermittent or flashing light source or which includes the illusion of intermittent or flashing light by means of animation or an externally mounted light source, but does not include an automatic changing sign such as public service time, or temperature and date sign, or electronically controlled message centre.

"FREE STANDING SIGN" means any sign, except billboards, supported independently of and visibly separated from a building or other structure and permanently fixed to the ground.

"FRONTAGE" means the length of the property line of any one premises parallel to and along each legally accessible public street, excluding a lane or alleyway, that it borders.

"GRADE" means the grade established by the Building Inspector at the property line.

"HEIGHT OF SIGN" means the vertical distance measured from the highest point of the sign to the nearest street grade.

"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 (DIRECTLY ILLUMINATED)" means any sign designated to give artificial light.

"ILLUMINATED SIGN" (INDIRECTLY OR EXTERNALLY ILLUMINATED)" means any sign which reflects from a source intentionally directed upon it.

"OWNER" means any person, corporation or agent controlling the property on which a sign is located.

"PAINTED WALL SIGN" means any sign painted upon any outside wall or other integral part of the building, without in each case the use of independent supports or frames therefore.

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

"PREMISES" means any area of land with its appurtenances and buildings which, because of its unity of use, may be regarded as the smallest conveyable unit.

"PROJECTING SIGN" means any sign other than a wall, canopy or facia sign which is attached to and projects from a structure or building face or wall.

"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, on whichever face fronts the street.

"ROOF SIGN" means any sign erected upon, against, or directly above a roof or on top of or above a parapet of a building.

"SIGN" means any identification, description, illustration or device, illuminated or non-illuminated, which is visible from any public street and which directs attention to a product, place, activity, person, institution, business or solicitation, including any permanent installation, with the exception of displays and placards placed inside a window.

"SIGN AREA" means the entire area of a sign on which the copy area could be placed, including any frame or embellishment which forms an integral part of the display. In the case of a double face or a multiface sign, only half of the total area of all sign faces will be counted in sign area calculation.

‘SIGN STRUCTURE’ means any structure which supports, has supported, or is capable of supporting a sign, including decorative cover.

“STREET” means and includes public road, highway, bridge, viaduct, lane and sidewalk, and any other way normally open to the use of the public, but does not include a private right-of-way on private property.

‘SUPERGRAPHIC’ means a graphical design, painted or attached to a structure, which does not convey a defined advertising message.

‘TEMPORARY SIGN’ means any sign which is not permanently installed or affixed to any sign structure or building.

“THIRD PARTY ADVERTISING” means content on a sign which directs attention to products sold or services provided which cannot be considered as the principal product sold or principal services on the premises at which the sign is located.

“THIRD PARTY SIGN” means a sign which directs attention to a business, commodity, service or entertainment which is conducted, sold or offered elsewhere than on the premises at which the sign is located.

“VERTICAL SIGN” means a sign the vertical dimension of which is greater than its maximum horizontal dimension.

“WINDOW SIGN” means any sign either painted on or attached to, or installed inside a window for purposes of viewing from outside the premises. This term does not include merchandise located in a window.

“ZONE” means the zone established in the Zoning Schedules of the Zoning Bylaws of the Cowichan Valley Regional District.

### PART THREE – APPLICATION

- 3.1 This bylaw shall be applicable to all electoral areas of the Cowichan Valley Regional District as defined in the Letters Patent and amendments thereto.
- 3.2 Subject to Section 140 of the Motor Vehicle Act and the provisions of the Highways Act, no person shall erect or place any sign which does not conform in all respects with the provisions of this bylaw or any other bylaw of the Cowichan Valley Regional District applicable thereto.
- 3.3 Signs that are not specified in this bylaw are prohibited in the Cowichan Valley Regional District.
- 3.4 Every sign shall be maintained at all times in a safe condition and free from any defect whatsoever.
- 3.5 This bylaw shall not apply to:
  - (a) signs installed by the Ministry of Transportation and Highways;
  - (b) street decorations installed or authorized by the Regional Board of the Cowichan Valley Regional District; and
  - (c) signs required by any Elections Act.
- 3.6 Where a Development Permit Area establishes guidelines for the characteristics and appearance of signs, the provisions of this Bylaw shall not apply insofar as they would conflict with the provisions of a Development Permit. In particular, where a Development Permit authorizes the placement of a sign, a sign permit under this Bylaw shall not be required.
- 3.7 Metric units are used for all measurements in this bylaw. The approximate equivalent of those units in currently used units of Canada measure (feet, gallons, etc.) are shown in brackets following each metric measurement, and such bracketed figures are included for convenience only and do not form part of this bylaw.



#### PART FOUR - ESTABLISHMENT OF SCHEDULES

Signs shall be permitted as set forth in sign Schedules "1" to "5" inclusive, which are hereby made and declared to be an integral part of this bylaw. These schedules shall apply to the Regional District Zones (as identified in the Zoning Bylaws of the Cowichan Valley Regional District) according to the following:

SCHEDULE "1"  
RESIDENTIAL AND INSTITUTIONAL AREAS  
including all "R" and "P" zones

SCHEDULE "2"  
AGRICULTURAL AREAS  
including all "A" zones

SCHEDULE "3"  
COMMERCIAL AREAS  
including all "C" zones

SCHEDULE "4"  
INDUSTRIAL AREAS  
including all "I" zones

SCHEDULE "5"  
WATERFRONT AREAS  
including all "W" zones

#### PART FIVE - COMPREHENSIVE SIGN PLAN

- 5.1 A development of 2 hectares (5 acres) or more, and of sufficient complexity to form a comprehensive development unit (eg: shopping centre, major office complex, industrial park) and is composed of one continuous parcel, may apply to the Regional Board of the Cowichan Valley Regional District for exception of this sign schedule for a Comprehensive Sign Plan. Such plan submitted for approval shall include the location, size, height, colour, lighting and orientation of all signs. Exceptions to this sign schedule may only be granted if the sign areas, numbers and concentration for the plan as a whole, conforms to the intent of this bylaw and such exception results in an improved relationship between various parts of the plan.

#### PART SIX - SIGN SPECIFICATION

##### 6.1 FACIA SIGNS

###### Signable Area

(a) The signable area of a facia sign shall be the space between the lower and upper limits on the face of the building as defined below:

- (i) the lower limit shall be the lintel or window head of the first storey but in no case shall it be lower than 2.7 metres (9 feet) from the finished grade immediately below;
- (ii) the upper limit shall be the window sill of the floor immediately above the lower limit and in the absence of a window 0.76 metres (2.5 feet) above such floor;
- (iii) in the case of a one storey building, the upper limit shall be the roof line or 0.9 metres (3 feet) maximum above the roof line if there is a parapet.

###### Sign Area

(b) For permitted sign area, see sign schedule for particular zone where sign is located.

(c) Identification wall signs with non-illuminated letters not higher than 7.6 cm (3 inches) up to a total of 0.37 square metres (4 square feet) in area for each premises shall be exempted from area calculations.

(d) Only the frontage on which the sign is located shall be used for sign area calculation.

#### Projection

(e) A fascia sign shall not project beyond 38 cm (15 inches) from the building face and shall not extend above the sill of any window or above guard rails or balustrades immediately above such sign.

(f) Lamps and fixtures used to illuminate a fascia sign shall not project more than 0.60 metres (2 feet) beyond building faces and shall have a minimum clearance of 2.7 metres (9 feet).

#### Location

(g) A fascia sign located above the permitted signable area shall only be permitted under the following conditions:

- (i) when the content of a sign consists of prestigious advertising, such as logo and names of buildings or principal tenants and date of erection;
- (ii) when a sign, in the form of individual letters, symbols and logos, is directly attached to, or inscribed on the building face; and
- (iii) no more than one sign per building face and a maximum of four per building, provided that all such signs are identical.

(h) A fascia sign may be permitted below the signable area when the Building Inspector can be assured that the public is satisfactorily protected from the sign and the sign is entirely over private property, and provided the permissible signable area is not exceeded.

### 6.2 PROJECTING SIGN

#### Sign Area

(a) For permitted sign area, see sign schedules for particular zone where sign is located.

(b) Only the frontage of the first storey premises on which the sign is located shall be used for sign area calculation.

When a projecting sign is located at the corner of a building on a corner site, it shall be placed at equal angles to the building faces that form the building corner. The sign area for such sign shall be calculated on the basis of the larger of the two frontages.

#### Projection

(c) A projecting sign may project 7.6 cm (3 inches) for every 0.3 metres (1 ft.) distance between the sign and the nearest intersecting property line of the premises, and the distance between the sign and building wall.

#### Clearance

(d) A minimum clearance of 2.7 metres (9 feet) above the street grade shall be maintained. However, the clearance shall be 3.0 metres (10 feet) if the projection is over 1.2 metres (4 feet).

#### Location

(e) A projecting sign shall be placed at right angles to the building face to which it is attached.

(f) For a building of two or more storeys, the top of a projecting sign shall not exceed 21.3 metres (70 feet) from the nearest grade or the roof line of the building, whichever is less.

For a one storey building, the top of the projecting sign shall not exceed 6 metres (20 feet) from the street grade or 1.8 metres (6 feet) above the roof line, whichever is less.

(g) No projecting sign shall be so placed unless the distance between such sign and the building wall to which it is attached is less than 30 cm (12 inches).

#### Sign Combination

(h) Businesses may combine their projecting signs to form one single sign, which sign area and projection shall be based on their combined frontages as though they were one.

### 6.3 FREE STANDING SIGN

#### Sign Area

(a) For permitted sign area, see sign schedules for particular zone where sign is located.

(b) More than one free standing sign shall be permitted per frontage, provided that free standing signs are 36.57 metres (120 feet) apart, unless otherwise specified in this bylaw.

(c) For a free standing sign where the message is located not less than 2.7 metres (9 feet) above grade, the lower 2.7 metres (9 feet) of such sign may be considered as an element within the landscaping and may be excluded from the sign area calculation.

#### Clearance

(d) When the clearance of a free standing sign is less than 2.4 metres (8 feet), the ground underneath shall be guarded against the passage of vehicles and pedestrians to maintain public safety.

(e) When a free standing sign projects over a vehicular traffic area such as parking lot aisles or driveways, a minimum clearance of 4.2 metres (14 feet) shall be maintained.

#### Location

(f) All signs shall be erected and contained within the boundaries of the parcel of land the sign is to be located upon, unless otherwise specified in this bylaw.

#### Height Limitation

(g) The maximum height of a free standing sign shall be 10.6 metres (35 feet).

#### Support Structure

(h) For a free standing sign no guy wires shall be used. The support structure shall form an integral part of the design.

#### Sign Combination

(i) Businesses may combine their free standing signs to form one single sign.

### 6.4 CANOPY SIGN

#### Sign Area

(a) For permitted sign area, see sign schedules for particular district where sign is located.

(b) The area of a sign located on either side of a canopy shall not exceed half the area of a sign located on the front of a canopy.

For a semi-circular canopy, the centre half of the perimeter shall be counted as the front of the canopy.

#### Vertical Dimension

(c) The vertical dimension of a canopy sign shall not exceed 0.6 metres (2 feet).

#### Location

(d) Canopy signs shall be directly attached to the apron of the canopy but shall not:

- (i) have a clearance of less than 2.7 metres (9 feet); and
- (ii) project 38 cm (15 inches) horizontally beyond the apron of the canopy.

(e) Signs shall only be permitted on a canopy if the projection of the canopy is more than 0.9 metres (3 feet).

### 6.5 THIRD PARTY SIGN

#### Sign Area and Requirements

(a) For permitted sign area and requirements, see sign schedules for particular zone where sign is permitted.

#### PART SEVEN - PROHIBITED SIGNS

7.1 The following signs are prohibited:

- a) flashing signs
- b) animated signs
- c) roof signs
- d) billboards

#### PART EIGHT - GENERAL PROVISIONS

- 8.1 No free standing sign and projecting sign shall be used at the same time on the same frontage or site except where otherwise specified.
- 8.2 No third party sign shall be permitted except where otherwise specified. Third party advertising on non-third party signs shall not exceed 30% of the copy area.
- 8.3 No sign painted directly on a wall shall be permitted except as provided in Section 6.1 (g).
- 8.4 Except where permitted in this bylaw, no sign shall be fixed, attached on or painted onto a fence or board, trees, posts and poles or any other structure which is visible from the street.
- 8.5 Clock and temperature indicators shall be permitted in all areas except Residential zones.
- 8.6 When a three dimensional sign has no easily measurable faces, the sign area of the said sign shall be half the sum of the area of the vertical faces of the smallest right angled rectangle encompassing the sign.
- 8.7 When a sign cannot be clearly defined as any of the sign types in Section 6, or being a combination of two or more sign types, the Building Inspector shall decide on the sign type and the control applicable.
- 8.8 No sign, guy, stay or attachment thereto, shall be erected, placed or maintained by any person in such a manner as to contact or interfere with any electric light, power, telephone or telegraph wires, or their supports. A clearance of at least 0.6 metres (2 feet) shall be maintained between the outer edge of any sign and the nearest wire hereinbefore mentioned, or their supports. No sign or structure shall be placed or installed in such a manner that any portion of the sign or its supports will interfere in any way with the free use of any fire escape, exit or stand pipe.
- 8.9 For non-conforming commercial or industrial uses in Residential zones that existed on the date of the passing of this bylaw or due to a zoning change shall be permitted to have signs as if the premises were located in a Commercial zone (Schedule 3).
- 8.10 A commercial or industrial use or business which obtains a sign permit and then relocates to a different parcel in the electoral areas of the Regional District need not obtain a new sign permit and the existing permit shall remain in effect provided the sign has not been substantially altered and would comply with the requirements of the bylaw at its new location.
- 8.11 Community directional signs up to a maximum size of 3.0 square metres may be permitted within or along an approach route to any recognizable electoral area community without requiring a sign permit but conditional upon Regional Board approval prior to erection.
- 8.12 For the purpose of this bylaw, a satellite dish which contains, on its face, words, letters or symbols which are visible from an adjoining highway, shall be considered to be a sign. In such cases the entire area of the satellite dish shall be regarded as the sign area.

## PART NINE - APPLICATION AND ISSUANCE OF PERMITS

### 9.1 PERMITS REQUIRED

Before any person shall construct, erect, alter, repair other than normal maintenance, or re-locate any sign, except those exempted under this bylaw, he shall make application in writing to the Building Inspector or other person as may be delegated by the Regional Board on an application form generally in keeping with the Application for Sign Permit attached as Appendix A.

9.2 Prior to the issuance of a sign permit as approved, the applicant shall submit to the Regional District a sign permit application fee as specified in Appendix B.

9.3 The Regional District may as a condition of granting a sign permit require the applicant to affix to the face of the sign a small sign identification sticker as supplied by the Regional District so as to attest to the fact that the sign has been approved under this bylaw. In cases where it is deemed by the Building Inspector or other person named to administer this bylaw that it is inappropriate to affix this identification sticker to the face of the sign directly, it will be necessary for the identification marking to be clearly displayed in some other convenient location as is agreed to by the applicant and the person authorized by the CVRD to issue the sign permit and this location shall be duly noted on the approved sign permit application.

### 9.4 NO ERECTION BEFORE PERMITS

a) The applicant for a sign permit shall in no case proceed with the construction, erection, alteration and re-location of such sign until the details as hereinbefore provided shall have been approved and the permit granted.

b) In the event that the erection or connection of any sign shall be commenced without a permit having previously been obtained, then the fee for obtaining such permit shall be double the amount which would have been payable had such a permit been obtained before commencement of such work.

### 9.5 INTERFERENCE WITH TRAFFIC LIGHTS

If, in the opinion of the Ministry of Transportation and Highways, there is any likelihood of a sign interfering or otherwise obstructing traffic lights, or in any way interfering with visibility from the street, the Building Inspector shall refuse the permit on recommendation of the Ministry of Transportation and Highways.

### 9.6 OFFENSIVE SIGNS

No permit shall be granted for the construction or erection of any sign, if in the opinion of the Building Inspector it will be unsightly, grotesque, or offensive in character. The Building Inspector shall refer the matter to the Regional Board.

## PART TEN - APPEAL AND SEVERABILITY

### 10.1 APPEAL

In cases where an application for a sign permit has been rejected due to non-compliance with the provisions of this bylaw, the applicant may apply to the Regional Board to vary the bylaw's requirements by means of a development variance permit application pursuant to Section 974 of the Municipal Act.

### 10.2 SEVERABILITY

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

## PART ELEVEN - MAINTENANCE AND REMOVAL OF SIGNS

### 11.1 MAINTENANCE

Every sign in the Regional District shall be maintained in good structural condition at all times. All signs shall be kept clean and neatly painted, including all metal parts and supports. The Building Inspector or his representative shall have the authority to order painting, repair, alteration or removal of signs which become dilapidated or are abandoned, or which constitute a physical hazard to public safety.

### 11.2 REMOVAL OF DANGEROUS SIGNS

If, in the opinion of the Building Inspector, any sign is in such a condition as to be in immediate danger of falling or is an immediate menace to the safety of persons, the Building Inspector may give notice in writing to the owner of such sign to remove the same within 24 hours. It shall be the duty of such owner to remove such sign in accordance with the said notice. If the owner of the sign cannot be located, or if he refuses to comply with the order, the Building Inspector may have the offending sign removed.

### 11.3 REPAIR OR REMOVAL OF DEFECTIVE AND NON-CONFORMING SIGNS

If any sign, when erected or after modification, does not conform in any respect with the provisions of this bylaw or any other bylaw applicable thereto, or if any sign is in any unsafe or defective condition, the Building Inspector may give written notice to the owner of such sign to repair or remove the said sign within a period of fourteen days. It shall be the duty of such owner to repair or remove such sign in accordance with the said notice. If this notice is not adhered to or if the owner of the sign cannot be located, the Building Inspector may have the offending sign removed.

### 11.4 REMOVAL OF ABANDONED SIGN

When a sign no longer correctly directs or attempts to induce any person, advertises a bona fide business, lessor, owner, product or activity conducted; or product available; on the premises where such a sign is displayed, the owner shall remove the sign within 30 days from the date of the receipt of notice of such removal from the Building Inspector.

### 11.5 REMOVAL OF CAMPAIGN AND REAL ESTATE SIGNS

Political signs, real estate signs and similar temporary signs which are installed on any property shall be removed within 14 days of the termination of the event for which the signs are erected, by the owner of such signs, or owner of the property in which the sign is erected, failing which the Building Inspector may have such signs removed and destroyed.

Notwithstanding the above provisions, the Regional Board may, by resolution, permit the placing of signs or devices of a type specified in the resolution for the period of time fixed thereby.

### 11.6 COST OF REMOVAL AND MAINTENANCE

The cost of such painting, cleaning, removal, transportation and storage of such sign under Section 11, when certified by the Building Inspector, shall be a debt due and recoverable from the owner by the Regional District in any court of competent jurisdiction.

## PART TWELVE - PENALTY

### 12.1 VIOLATION OF THIS BYLAW LIABLE TO PENALTIES

Every person who violates any of the provisions of this bylaw or who suffers or permits any act or thing to be done in contravention of or in violation of any of the provisions of this bylaw or who neglects to do or refrains from doing anything required to be done by any of the provisions of this bylaw, or who does any act which violates any of the provisions of this bylaw is guilty of an offence against this bylaw and liable to the penalties hereby imposed. Each day that a violation is permitted to exist shall constitute a separate offence.

## 12.2 FINES AND PENALTIES

Every person who commits an offence against this bylaw is liable to a fine and penalty of not more than \$500.00 and not less than \$50.00 for each offence, and in default of payment thereof or, in the alternative, to imprisonment for any period not exceeding two months.

## 12.3 FINES FOR CONTINUING WORK

Every person who commits an offence of a continuing nature is liable to a fine not exceeding \$50.00 for each day such offence is continued.

## PART THIRTEEN - CONSTRUCTION

### 13.1 GENERAL

(a) Signs and sign structures shall be designed and constructed as herein provided and in accordance with the National Building Code of Canada, to resist wind, seismic, and dead loads. All bracing systems shall be designed and constructed to transfer lateral forces to the foundations. For signs on buildings, the loads shall be transmitted through the structural frame of the building to the ground in such a manner as not to overstress any of the elements thereof.

(b) No sign shall be attached to or hung from any building until all wall and roof attachments for the same have been approved by the Building Inspector.

## PART FOURTEEN - EFFECTIVE DATE OF BYLAW

14.1 This bylaw shall come into force and take effect on and after the date of the final passing hereof.

SCHEDULE "1" - RESIDENTIAL, INSTITUTIONAL AREAS

(A) PERMITTED SIGNS

The following signs shall be allowed without requiring a permit:

1. Official public notice.
2. Signs required by law.
3. One non-illuminated on premises identification fascia sign not exceeding 0.27 sq. metres (3 sq. ft.).
4. One directional sign per entrance such as "Parking", "Entrance", "Exit", not exceeding 0.18 sq. metres (2 sq. ft.).
5. One non-illuminated temporary real estate sign (ie: for sale or lease sign) not exceeding 0.55 sq. metres (6 sq. ft.) and a height of 1.82 metres (6 feet). Such sign may be attached to a fence or hoarding.
6. Temporary construction signs not exceeding 9.29 sq. metres (100 sq. ft.). They may be attached to a fence or hoarding.
7. "No Trespass" or other warning signs not exceeding 0.18 sq. metres (2 sq. ft.).
8. Temporary display of a patriotic, religious, charitable or civic character; when the display time exceeds 30 days, the number, size and time period will be subject to prior approval from the Building Inspector.
9. Temporary signs related to political campaigns or civic non-commercial health, safety or welfare campaigns, provided the signs are removed within two weeks after the conclusion of the campaign. Such signs shall be free standing having a maximum size of 0.55 sq. metres (6 sq. ft.).
10. Commemorative plaques and cornerstones (of non-advertising nature).
11. Flags or emblems of patriotic, civic, educational or religious organizations.
12. One identification or bulletin board not exceeding 1.11 sq. metres (12 sq. ft.) and a height of 1.82 metres (6 feet) for religious and institutional and civic organizations (ie: churches, schools, community centres, parks and on properties used for that purpose, stadiums, libraries, museums, etc.) subject to compliance with yard requirements of any applicable Cowichan Valley Regional District Zoning Bylaw as amended, with the exception that it may be located in the front yard.

(B) SIGN REQUIREMENTS

1. All signs permitted by this Schedule shall be erected within the boundaries of the parcel of land the sign is to be erected upon.



SCHEDULE "2" - AGRICULTURAL AND FORESTRY AREAS

(A) PERMITTED SIGNS

1. Signs as permitted in Schedule "1" except the maximum area of a directional sign shall be 0.55 sq. metres (6 sq. ft.).
2. One non-illuminated temporary real estate sign not exceeding 3.71 sq. metres (40 sq. ft.). A permit will not be required. Such sign may be attached to a fence or hoarding.
3. Facia projecting, free standing, and canopy signs shall be permitted, however, third party signs shall be permitted only as necessary for the direction to a permitted use and present only the names of the use and direction instructions.
4. In the case of a bona-fide agricultural operation, one farm identification sign up to a maximum size of 3.0 square metres shall be permitted without requiring a sign permit.

(B) SIGNS REQUIREMENTS

1. Signs shall conform to all specifications as set forth in Sections 6 and 8.
2. Notwithstanding the above:

Sign Area

- (a) The sign area for a facia, projecting, free standing, or canopy sign shall not exceed 1.85 square metres (20 sq. ft.).
- (b) The sign area for a third party sign shall not exceed 0.74 square metres (8 sq. ft.).

SCHEDULE "3" - COMMERCIAL AREAS

(A) PERMITTED SIGNS

1. Signs as permitted in Schedule "1" except the maximum area of a directional sign shall be 0.55 square metres (6 sq.ft.).
2. Facia, projecting, free standing, canopy and third party signs.
3. One non-illuminated temporary real estate sign not exceeding 3.71 square metres (40 sq. ft.). A permit will not be required. Such sign may be attached to a fence or hoarding.

(B) SIGN REQUIREMENTS

1. Signs shall conform to all specifications as set forth in Sections 6 and 8.
2. Notwithstanding the above:

Sign Area

a) Facia Signs: the copy area shall not exceed twenty percent (20%) of the sign area. However, this percentage may be increased to thirty percent (30%) if there are no projecting signs and up to fifty percent (50%) if there are no projecting, free standing and canopy signs. In no case shall the copy area exceed 0.185 square metres (2 sq. ft.) per lineal 0.30 metre (per lineal foot) of the frontage of the premises.

b) Projecting Signs: the sign area shall not exceed 0.09 square metres (1 sq. ft.) per lineal 0.30 metre (per lineal foot) frontage to a maximum of 2.78 square metres (30 sq. ft.) in C-1 zones. In all other commercial zones the sign area shall not exceed 0.18 square metres (2 sq. ft.) per lineal 0.03 metre (per lineal foot) frontage to a maximum of 3.71 square metres (40 sq. ft.).

c) Free Standing Signs: the sign area shall not exceed 0.185 square metres (2 sq. ft.) per lineal 0.30 metre (per lineal foot) frontage. Any one free standing sign shall not exceed a maximum sign area of 5.94 square metres (64 sq. ft.).

d) Canopy Signs: the sign area shall not exceed 0.092 square metres (1 sq. ft.) per lineal 0.30 metre (per lineal foot) of canopy frontage.

e) Third Part Signs: the sign area shall not exceed 1.85 square metres (20 sq. ft.).

## SCHEDULE "4" - INDUSTRIAL AREAS

### (A) PERMITTED SIGNS

1. Signs as permitted in Schedule "1" except the area of a directional sign shall be 0.55 square metres (6 sq. ft.).
2. Facia, projecting, free standing, canopy and third party signs.
3. One non-illuminated temporary real estate sign not exceeding 3.71 square metres (40 sq. ft.). A permit will not be required. Such sign may be attached to a fence or hoarding.

### (B) SIGN REQUIREMENTS

1. Signs shall conform to all specifications in Sections 6 and 8.
2. Notwithstanding the above:

#### Sign Area

a) Facia Signs: the copy area shall not exceed twenty percent (20%) of the sign area. However, this percentage may be increased to thirty percent (30%) if there are no projecting signs and up to fifty percent (50%) if there are no projecting, free standing and canopy signs. In no case shall the copy area exceed 0.185 square metres (2 sq. ft.) per lineal 0.30 metre (per lineal foot) of the frontage of the premises.

b) Projecting Signs: the sign area shall not exceed 0.09 square metres (1 sq. ft.) per lineal 0.30 metre (per lineal foot) frontage to a maximum of 3.71 square metres (40 sq. ft.).

c) Free Standing Signs: the sign area shall not exceed 0.185 square metres (2 sq. ft.) per lineal 0.30 metre (per lineal foot) frontage. Any one free standing sign shall not exceed a maximum sign area of 13.93 square metres (150 sq. ft.).

d) Canopy Signs: the sign area shall not exceed 0.09 square metres (1 sq. ft.) per lineal 0.30 metre (per lineal foot) of canopy frontage.

e) Third Party Signs: the sign area shall not exceed 1.85 square metres (20 sq. ft.).

SCHEDULE "5" - WATERFRONT AREAS

(A) PERMITTED AREAS

1. Signs as permitted in Schedule "1" except the maximum area of a directional sign, shall be 0.55 square metres (6 sq. ft.).
2. Facia, projecting, free standing, canopy, and third party signs.

(B) SIGN REQUIREMENTS

1. Signs shall conform to all specifications in Section 6 and 8.
2. Notwithstanding the above:

Sign Area

a) Facia Sign: the copy area shall not exceed fifteen percent (15%) of the sign area. However, this percentage may be increased to twenty percent (20%) if there are no projecting signs and up to thirty percent (30%) if there are no projecting, free standing and canopy signs. In no case shall the copy area exceed 0.18 square metres (2 sq. ft.) per lineal 0.30 metre (per lineal foot) of the frontage of the premises.

b) Projecting Signs: the sign area shall not exceed 5.57 square metres (60 sq. ft.).

c) Free Standing Signs: the sign area shall not exceed 5.57 square metres (60 sq. ft.).

d) Canopy Signs: the sign area shall not exceed 0.04 square metres (1/2 sq. ft.) per lineal 0.30 metre (per lineal foot) of canopy frontage.

e) Third Party Signs: the sign area shall not exceed 0.92 square metres (10 sq. ft.).

APPLICATION FOR SIGN PERMIT

PERMIT NO. \_\_\_\_\_

PLEASE PRINT LEGIBLE OR TYPE

I HEREBY MAKE APPLICATION UNDER THE PROVISIONS OF COWICHAN VALLEY REGIONAL DISTRICT SIGN BYLAW FOR PERMISSION TO (ERECT), (ALTER) A SIGN ON (check one)

- ☐ a) A road right-of-way in a location shown on the attached sketch.
- ☐ b) Property legally described as: \_\_\_\_\_

Property address \_\_\_\_\_

TYPE OF SIGN: FACIA ☐ PROJECTING ☐ FREE-STANDING ☐ CANOPY SIGN ☐

THIRD PARTY SIGN ☐

AREA OF SIGN: \_\_\_\_\_ HEIGHT OF SIGN: \_\_\_\_\_

LOCATION OF SIGN: PLEASE PROVIDE ACCURATE SCALE DIAGRAM AND SITE PLAN

SIGN OWNER'S NAME: \_\_\_\_\_ SIGNATURE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTRACTORS NAME (if applicable): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE OF THE OWNER OF THE PROPERTY UPON WHICH THE SIGN IS TO BE PLACED:

Owner \_\_\_\_\_

I HEREBY AGREE TO CONFORM TO ALL THE REQUIREMENTS OF THE SAID BYLAWS AND ALL OTHER STATUTES AND BYLAWS IN FORCE AT THE TIME OF CONSTRUCTION IN THE COWICHAN VALLEY REGIONAL DISTRICT AND TO INDEMNIFY AND KEEP HARMLESS THE COWICHAN VALLEY REGIONAL DISTRICT AGAINST ALL CLAIMS, LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES OF WHATSOEVER KIND, WHICH MAY IN ANY WAY ACCRUE AGAINST THE SAID REGIONAL DISTRICT IN CONSEQUENCE OF, AND INCIDENTAL TO, THE GRANTING OF THIS APPLICATION FOR PERMIT.

SIGNATURE OF APPLICANT OR AGENT \_\_\_\_\_ APPLICATION DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

NOTE: The issuance of a Cowichan Valley Regional District Sign Permit in no way relieves a person from the sign regulations of the Ministry of Transportation and Highways.

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FOR OFFICE USE ONLY

SIGN PERMIT FEE \$ \_\_\_\_\_

PAID \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

SIGN PERMIT AUTHORIZED \_\_\_\_\_ ☐ YES ☐ NO

APPROVED BY \_\_\_\_\_ POSITION \_\_\_\_\_

SIGN IDENTIFICATION STICKER ISSUED ☐

COMMENTS: \_\_\_\_\_

A P P E N D I X    B

APPLICATION FEE SCHEDULE  
RESPECTING CVRD SIGN BYLAW NO. 1095, 1987

SIZE OF SIGN AREA <sup>1</sup>	PERMIT FEE <sup>2</sup>
0.75 square metres or less (8 sq.ft.)	\$ 20.
0.75 square metres to 3.0 square metres (8 sq.ft. to 32 sq.ft.)	\$ 40.
greater than 3.0 square metres (over 32 sq.ft.)	\$100.

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<sup>1</sup> All imperial measurements are approximations and provided for information purposes only.

<sup>2</sup> A penalty fee of an additional \$25.00 or double the required permit fee (whichever is greater) is applicable for any sign erected prior to obtaining an approved sign permit.

NOTE: The above listed application fees are non-refundable except for cases in which the sign has not as yet been erected (or located on site) and the applicant submits a request for refund in writing within 14 days of approval stating that he/she wants to have his/her sign permit application cancelled.