

DISTRICT OF FORT ST. JAMES

SIGN REGULATION

BYLAW NO. 1080, 2025

A Bylaw of the District of Fort St. James to regulate the placement, maintenance, and enforcement of signs.

The Council of the District of Fort St. James in open meeting assembled, enacts as follows:

1. CITATION

- 1.1 This bylaw may be cited as "Sign Regulation Bylaw No. 1080, 2025".

2. DEFINITIONS

- 2.1 In this bylaw, the following definitions apply:

- (a) **Authorized Person** means the Corporate Officer or any person(s) designated by the District Council to administer and enforce this bylaw.
- (b) **Billboard Sign** includes large freestanding sign used to advertise products, services, or events that are not related to the property where the sign is displayed.
- (c) **Business Licence Bylaw** means District of Fort St. James Business Licence Bylaw No. 1000, 2018, as amended.
- (d) **Canopy Sign** means a sign attached to or integrated into a canopy or awning projecting over a building entrance or storefront.
- (e) **Commercial Message** includes a message, image, or content displayed on a sign that promotes, advertises, or offers for sale goods, services, businesses, or events for commercial gain.
- (f) **Construction Sign** means a temporary sign displayed on a property where construction is taking place, identifying the project, developer, or contractors involved.
- (g) **Council** means the Council of the District.
- (h) **Display Box** means a shallow, enclosed case or frame used to display advertisements, posters, or public notices, affixed to a building's exterior.
- (i) **Display Surface** means the visible area of a sign used to convey images, text, or promotional content.

- (j) **District** means the District of Fort St. James.
- (k) **Fascia Sign** means a sign affixed flat to the exterior wall of a building and parallel to that wall.
- (l) **Fence Sign** means a sign affixed to or incorporated into a fence, wall, or similar structure for the purpose of advertising or providing information.
- (m) **Freestanding Sign** means a sign supported independently by structures secured to the ground and not attached to any building or structure.
- (n) **Political Message** includes a message, image, or content displayed on a sign that advocates for or against a political party, candidate, public policy, or referendum, or expresses support for or opposition to a political cause or ideology.
- (o) **Portable Sign** includes sandwich boards and other movable signs that are not permanently affixed to any structure and are intended to be placed temporarily near sidewalks or public spaces.
- (p) **Projecting Sign** means a sign affixed to the exterior wall of a building that extends horizontally or at an angle beyond the surface of the wall.
- (q) **Temporary Sign** means a sign intended for short-term use, not exceeding 30 days, to promote events, sales, or activities.
- (r) **Public Place** means land, infrastructure, or assets owned or maintained by the District or other levels of government.
- (s) **Zones** means the land use zones as defined in the Zoning Bylaw.
- (t) **Zoning Bylaw** means District of Fort St. James Bylaw No. 738, 2001, as amended.

3. MEASUREMENTS

Calculation of Height

- 3.1 The height of the Sign shall be calculated as the vertical distance from the top of the highest component of the Sign, including any supporting framework or bracing, to the base of the Sign or supporting framework or bracing at the average level of finished ground adjoining.

Calculation of Display Surface

- 3.2 The **Display Surface** of a Sign with only one face is the total area forming a square, triangle, or circle which encompasses the outer edge of the writing, representation, emblem, or other display, including any frame or border and any

material or colour forming an integral part of the background of the display or used to differentiate the Sign from the backdrop or Structure against which it is placed.

4. GENERAL REGULATIONS

- 4.1 This Bylaw shall apply to the erection, placement, alteration, maintenance, demolition, removal, number, size type, form, appearance, and location of signs on all real property within the **District**.
- 4.2 A person shall not erect, construct, or maintain a sign except as provided for within this Bylaw.

Exemptions

- 4.3 This Bylaw shall not apply to:
- (a) election signs, provided they are removed within seven days after the election;
 - (b) real estate or development signs, provided that the maximum **Display Surface** is 3 m² in size and 3 m in height;
 - (c) business identification signs not exceeding 0.5 m² in **Display Surface**;
 - (d) notices issued by the Government of Canada, the Government of British Columbia, a court, or the **District**;
 - (e) traffic control devices provided for pursuant to the *Motor Vehicle Act, RSBC 1996, c. 318*, as amended;
 - (f) signs on or over highways installed or authorized by the **District** or the Ministry of Transportation and Infrastructure for the control of traffic and parking, or for street names and direction;
 - (g) signs located in the interior of buildings and not visible from a highway;
 - (h) **freestanding signs** identifying the name of a neighbourhood, community, or subdivision;
 - (i) flags and emblems of political, civic, philanthropic, educational, or religious organization;
 - (j) bench signs authorized by the **District**;
 - (k) holiday lights and other decorations that contain no **Commercial Message**;

- (l) works of art that do not include a **Commercial Message** or a **Political Message**;
- (m) **temporary signs**, provided that they do not exceed 3 m² in **Display Surface** and that they are not displayed for more than 30 days; or
- (n) **portable signs**, provided that they do not obstruct any walkway or egress route.

Maintenance of Signs

- 4.4 Owners shall perform normal sign maintenance, including replacing the **Display Surface**, updating lighting, and refurbishing signs without requiring a permit, provided that all maintenance is in compliance with this bylaw.
- 4.5 Owners shall ensure that all signs are structurally sound at all times and free from defects caused by decay, failure of structural members, or fixtures.

Signs in Public Places

- 4.6 A person shall not place, tack, post, or otherwise affix a sign to any structure, tree, pole, hydrant, bridge, fence, or any other surface within a public place without the approval of the **Authorized Person**.
- 4.7 Notwithstanding Section 4.6, a person may place signs advertising special events, community activities, or charitable fundraising campaigns on the public bulletin boards at the following locations:
 - (a) Visitor Information Centre, 115 Douglas Avenue, Fort St. James, BC V0J 1P0;
 - (b) Spirit Square Park, 377 Stuart Drive West, Fort St. James, BC V0J 1P0;
 - (c) Cottonwood Park, 711 Stuart Drive West, Fort St. James, BC V0J 1P0;
 - (d) Cottonwood Play Area, 665 Stuart Drive West, Fort St. James, BC V0J 1P0;
 - (e) Goodwin Park, 500 Birch Street, Fort St. James, BC V0J 1P0; or
 - (f) Community Centre, 190 Stuart Drive East, Fort St. James, BC V0J 1P0

Hazardous Signs

- 4.8 A person shall not place or construct a sign or its lighting or permit a sign or its lighting to be placed or constructed such that it:
 - (a) creates a hazard to the safe, efficient movement of vehicular or pedestrian traffic;
 - (b) interferes with the movement of vehicular or pedestrian traffic;

- (c) interferes with traffic control devices; or
 - (d) interferes with or obstructs visibility on a highway.
- 4.9 A sign shall not be placed in a manner that may obstruct any window opening, door opening, passageway, fire escape, walkway, vehicular driveway.

5. SPECIFIC SIGN REGULATIONS

5.1 **Billboard Signs** shall:

- (a) not exceed 15 m² in **Display Surface** per face;
- (b) not exceed a height of 5 m;
- (c) not be displayed:
 - (i) within 30 m of another billboard;
 - (ii) within 15 m of an adjacent parcel of land; and
 - (iii) within 2 m of any highway right of way; and
- (d) only be displayed in the following **Zones**:
 - (i) Industrial – Heavy (I-2);
 - (ii) Industrial – Intermediate (I-3);
 - (iii) Rural Residential (R-2); or
 - (iv) Rural Residential (R-3).

5.2 **Canopy Signs** shall:

- (a) not project within 0.6m horizontally from a curb line;
- (b) not extend above the top of the canopy or below the underside of the canopy;
- (c) not be less than 2.6m above grade;
- (d) not exceed the height of the building to which it is affixed; and
- (e) only be displayed in the following **Zones**:
 - (i) all Commercial Districts (C-1, C-2, C-3, and C-RU);
 - (ii) all Industrial Districts (I-1, I-2, and I-3); or
 - (iii) all Institutional Districts (P-2 and P-4).

5.3 **Construction Signs** shall:

- (a) be located upon the property where construction has commenced;

- (b) be removed within 15 days after completion of construction on the property;
- (c) not exceed 5 m² in **Display Surface** per face;
- (d) not exceed a height of 5 m.

5.4 **Display Boxes** shall:

- (a) be limited to one per principal entrance to a business or restaurant frontage; and
- (b) be located within 3 m of the principal entrance of the business frontage to which it relates.

5.5 **Fascia Signs** shall:

- (a) not exceed 5 m² in **Display Surface** per face;
- (b) not be less than 2.6m above grade;
- (c) not extend beyond the height or width of the wall to which it is affixed; and
- (d) only be displayed in the following **Zones**:
 - (i) all Commercial Districts (C-1, C-2, C-3, and C-RU);
 - (ii) all Industrial Districts (I-1, I-2, and I-3); or
 - (iii) all Institutional Districts (P-2 and P-4).

5.6 **Fence Signs** shall:

- (a) not exceed 3 m² in **Display Surface** per face;
- (b) not extend beyond the height or width of the fence to which it is affixed; and
- (c) only be displayed in the following **Zones**:
 - (i) all Industrial Districts (I-1, I-2, and I-3); or
 - (ii) all Institutional Districts (P-2 and P-4).

5.6 **Freestanding Signs** shall:

- (a) not exceed 5 m² in **Display Surface** per face;
- (b) not project into or over any highway or adjacent parcel;
- (c) not be situated within 2.0 m of any adjacent parcel of land or highway;
- (e) not exceed a height of 7 m; and
- (d) only be displayed in the following **Zones**:

- (i) all Commercial Districts (C-1, C-2, C-3, and C-RU);
- (ii) all Industrial Districts (I-1, I-2, and I-3); or
- (iii) all Institutional Districts (P-2 and P-4).

5.7 **Projecting Signs** shall:

- (a) not project more than 2m from the building to which it is attached;
- (b) not project within 0.6m of the nearest curb; and
- (c) not extend more than 0.6m above the Roof Line of the building to which it is attached.

6. **SIGN PERMITS**

6.1 A Sign Permit shall be issued in accordance with the following requirements and procedures:

6.1.1 The **Authorized Person** may refuse to issue a Permit for any Sign:

- (a) if such Sign advertises a business or use which is operating contrary to the **Zoning Bylaw** or **Business Licence Bylaw**.
- (b) if the building or Structure to which the Sign is attached, or is to be attached, is, in the **Authorized Person's** opinion, not capable of supporting the sign;
- (c) if the information submitted regarding the construction of a structure is insufficient to enable the **Authorized Person** to adequately determine the capability of such Structure to give adequate support to the sign;
- (d) a sign that is the subject of the application, in the opinion of the **Authorized Person**, interferes with the placement or use of any equipment or structure required for any **District** purpose, or fails to meet safety standards as required by the British Columbia Building Code or British Columbia Fire Code, as amended;
- (e) if the application is incomplete or incorrect; or
- (f) if the Sign that is the subject of the application fails in any way to conform with the requirements of this Bylaw.

6.1.2 The **Authorized Person** may require, prior to the issuance of a Permit, in matters of structural stability, that all drawings and specifications or any part be prepared and sealed by, and the construction carried out under the

supervision of, a Professional Engineer registered in the Province of British Columbia.

6.1.3 The **Authorized Person** may impose terms and conditions that must be met for obtaining or continuing to hold any Permit respecting the following matters:

- (a) animation, illumination, or electrical interference;
- (b) emission of smoke, dust, gas, sparks, soot, cinders, fumes or other effluvia;
- (c) exterior condition and appearance of the Sign; or
- (d) the effective period of any permit.

6.1.4 Application for a Sign Permit shall be made to the **District** in the form prescribed by the **Authorized Person**.

6.1.5 The applicant for a sign permit shall provide the following information:

- (a) The legal description and civic address of the property on which the sign is to be located;
- (b) The name and address of the owner of the property;
- (c) The sign manufacturer's name and address;
- (d) A drawing of the sign to scale, showing the **Display Surface**, and dimensions of the sign, material specifications, and any supporting structural details;
- (e) The proposed location of the sign in relation to the property boundaries and any building on the property;
- (f) Dimensions and locations of all existing signs and buildings on the property;
- (g) The weight of the sign;
- (h) The proposed height and ground clearance of the sign;
- (i) The estimated cost of the sign and any supporting structure; and
- (j) Structural details and material specifications for the proposed sign.

6.2 A sign permit expires if a person has not commenced the authorized work within 12 months from the date of issuance.

6.3 The fees for a Sign Permit shall be non-refundable and paid upon application in accordance with Schedule "A" – Fees attached to and forming part of this bylaw.

7. ENFORCEMENT AND PENALTIES

- 7.1 A **Bylaw Officer** or the **Authorized Person** may enter any property at a reasonable time to ensure compliance with this bylaw.
- 7.2 Any person who violates any provision of this Bylaw, or who permits, suffers or allows any act to be done in violation of any provision of this Bylaw, or who neglects to do anything required to be done by any provision of this Bylaw, commits an offence punishable upon summary conviction and is subject to a fine not less than \$2,000 and not more than \$10,000.00, or a term of imprisonment not exceeding three months, or both.
- 7.3 A person who contravenes any provision of this bylaw commits an offence.
- 7.4 Each day during which any violation or contravention of this Bylaw continues shall be deemed to be a separate offence.

8. REPEAL

- 8.1 "District of Fort St. James Sign Regulation Bylaw No. 963, 2017" and all amending Bylaws are repealed.

READ FOR A FIRST TIME THIS **21** DAY OF **JANUARY** , 2025.

READ FOR A SECOND TIME THIS **21** DAY OF **JANUARY** , 2025.

READ FOR A THIRD TIME THIS **21** DAY OF **JANUARY** , 2025.

ADOPTED THIS **28** DAY OF **JANUARY** , 2025.



Mayor



Corporate Officer



Schedule "A" – Fees

The following fees shall be payable to the **District** on submission of a Sign Permit Application:

Type of Sign Permit	Fee
Billboard Sign	\$200.00
Canopy Sign	\$100.00
Construction Sign	No Fee
Display Box	No Fee
Fascia Sign	\$100.00
Fence Sign	\$25.00
Freestanding Sign	\$200.00
Projecting Sign	\$100.00