

# A Guide to the Temporary Sign By-Law

## General Overview

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- **regulations for all temporary signs**, with most temporary signs requiring a license
- licenses must be **displayed on signs**
- the **number of signs** per property is limited
- requires all temporary signs to be **properly maintained**
- prohibits **third party** signs

## Application Information

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- ❑ **site plan** which shows the location and type of the proposed sign in relation to curb and sidewalk, if applicable, or edge of travel way and property lines, buildings, landscaped areas, parking, driveways, adjacent streets, and any other Mobile Signs or Planter Box Signs
- ❑ plan, drawn to scale, showing the **graphic design** and **construction materials** and **message** on the proposed sign
- ❑ approval of the **Nova Scotia Department of Transportation and Public Works** (where applicable)
- ❑ for a **Mobile Sign or Planter Box Sign**, the application shall be accompanied by **written permission** by the property owner or approved management company
- ❑ **duration** of the sign placement
- ❑ **name of the business** or use for which the sign is being applied

## Definitions

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**Planter Box Sign** - means a semi-permanent sign which is not easily moveable due to a enclosed weighted system for support and must have a decorative header above the sign face which shall not have more than two faces. The sign face shall form part of and be supported by the enclosed weighted system but shall not be a mobile sign with the support legs situated within the enclosed weighted system

**Mobile Sign** - means any sign, whether illuminated or not, which is specifically designed or intended to be readily moved from one location to another and which does not rely on a building or fixed foundation for its structural support

**Sandwich Board Sign** - means a sign, freestanding, intended for temporary use during business hours, constructed in a manner and of materials such that it can be placed or repositioned by an individual without mechanical aid

**Banner, Flush Mounted** - means a flexible, removable sign intended for temporary mounting directly onto a building wall

**Third Party Sign** – means a sign that directs attention to a business, profession, activity, commodity, service or entertainment, other than those conducted, sold, promoted or offered upon the premises where such sign is located or within the building to which such sign is affixed. Third party signs shall not include posters located on community kiosks and sign company identification plates on temporary signs

## Temporary Signs that Require a License

	Mobile	Sandwich Board		Banner	Planter Box	Apartment Building
		Private Property	HRM Rights of Way			
<b>Maximum Number of Sign Faces</b>	2	2	2	1	2	2
<b>Dimensions</b>	<b>Height:</b> 10 ft (3 m)	<b>Height:</b> 4 ft (1.2 m) <b>Width:</b> 2.6 ft (0.8 m)	<b>Height:</b> 3 ft (0.9 m) <b>Width:</b> 2 ft (0.6 m)	N/A	<b>Height:</b> 12 ft (3.7 m)	type of sign used
<b>Sign area</b>	50 sq ft (4.6 sq m)	10.4 sq ft (1 sq m)	6 sq ft (0.6 sq m)	max. of 10% wall area	50 sq ft (4.6 sq m)	type of sign used
<b>Setbacks</b>	<b>Curb:</b> 15 ft (4.6 m) <b>No curb:</b> 23 ft (7 m)	N/A	Requires HRM approval	N/A	<b>Curb:</b> 15 ft (4.6 m) <b>No curb:</b> 23 ft (7 m)	type of sign used
<b>Separation</b>	100 ft (30.5 m)	N/A	Requires HRM approval	N/A	150 ft (45.7 m)	20 ft (6.1 m) from any other sign
<b>Duration</b>	60 days	one year	one year	120 days	one year	30 days 2 times per year
<b>Down time</b>	60 days before re-applying	N/A	N/A	30 days	N/A	N/A
<b>Cost</b>	\$60 per license	\$80 per license	\$80 per license	\$60 per license	\$80 per license	\$20 per license
<b>Areas restricted</b>	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	N/A	Requires HRM approval	N/A	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	type of sign used
<b>Zoning</b>	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Properties Zoned or Used for Residential
<b>Number of Units</b>	N/A	N/A	N/A	N/A	N/A	50 units or more
<b>Public Liability Insurance</b>	N/A	N/A	Proof of Insurance	N/A	N/A	N/A

## Temporary Signs that Require a License

	Special Event	Grand Opening/Moving	Multi Special Event	Christmas Tree Lots	Garden Centre
<b>Maximum Number of Sign Faces</b>	2	2	2	2	2
<b>Height</b>	type of sign used	type of sign used	10 ft (3 m)	10 ft.(3 m)	10 ft.(3 m)
<b>Sign area</b>	type of sign used	type of sign used	50 sq ft (4.6 sq m)	50 sq ft (4.6 sq m)	50 sq ft (4.6 sq m)
<b>Setbacks</b>	type of sign used	type of sign used	curb - 15 ft (4.6 m) no curb - 23 ft (7 m)	curb - 15 ft (4.6 m) no curb - 23 ft (7 m)	curb - 15 ft (4.6 m) no curb - 23 ft (7 m)
<b>Separation</b>	N/A	100 ft (30.5 m) from other mobile signs on same lot	10 ft (3 m) between signs	100 ft (30.5 m) from other mobile signs on same lot	100 ft (30.5 m) from other mobile signs on same lot
<b>Duration</b>	30 days	30 days	14 days	45 days	180 days
<b>Down time</b>	30 days	N/A	twice per year	once per calendar year	once per calendar year
<b>Cost</b>	no fee	\$20.00 per license	\$20.00 per license	\$60.00 per license	\$60.00 per license
<b>Areas restricted</b>	N/A	type of sign used	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)
<b>% of wall coverage</b>	N/A	Banner - 10 % others types - N/A	N/A	N/A	N/A
<b>Zoning</b>	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses

## Temporary Signs - No License Required

	Signs on Private Property		Signs within HRM Rights of Way		
	Short Term Events	Inflatable	Posters	Yard Sale Posters	Film Industry Directional Signs
<b>Maximum Number of Sign Faces</b>	2	N/A	N/A	N/A	Requires HRM approval
<b>Height</b>	type of sign used	N/A	N/A	N/A	Requires HRM approval
<b>Sign area</b>	type of sign used	N/A	N/A	N/A	Requires HRM approval
<b>Setbacks</b>	type of sign used	N/A	N/A	N/A	N/A
<b>Duration</b>	2 days	14 days per 30 day period	N/A	N/A (must be removed 48 hours after event)	21 days
<b>Down time</b>	Max. 6 times per year	N/A	N/A	N/A	N/A
<b>Cost</b>	no fee	no fee	N/A	N/A	N/A
<b>Areas restricted</b>	N/A	N/A	HRM-approved community kiosk or notice board	N/A	N/A
<b>% of wall coverage</b>	banner - 10%	N/A	N/A	N/A	N/A
<b>Zoning</b>	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	N/A	N/A	N/A

## Office Locations

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For further information, please visit or contact one of the following offices:

### West End Mall Branch Office

6960 Mumford Road, Halifax

Information ..... 490-5650

Fax ..... 490-4645

### Sackville Branch Office

636 Sackville Drive, Lower Sackville

Information ..... 869-4380

Fax ..... 869-4254

### Dartmouth Branch Office

2nd Floor, 40 Alderney Drive, Dartmouth

Information ..... 490-4435

Fax ..... 490-4661

### Office Hours

8:30 a.m. to 4:30 p.m. Monday through Friday (except statutory holidays)

**The Temporary Sign By-Law was approved by HRM Council on September 12, 2006 and became effective on November 18, 2006.**

**A copy of the Temporary Sign By-Law (By-law S-800) may be obtained from one of the locations above or by visiting the HRM website at <http://www.halifax.ca/legislation/bylaws/hrm/>.**