



Application for a Permanent Sign
Permit



THE CORPORATION OF THE TOWN OF PETROLIA

411 Greenfield Street
PETROLIA, Ontario
Canada N0N 1R0

APPLICATION FOR A PERMANENT SIGN PERMIT

Owner: _____ Address: _____

Location: _____ Lot No.: _____

Zone: _____ Plan No.: _____

Number of permanent signs currently erected on-site: _____

TYPE OF SIGN:

- Billboard or Wall Mural
Directional
Fascia
Projecting or Teaser
Free-Standing
Awning or Canopy

Estimated Cost: _____ Dimensions: _____

Area: _____ Weight: _____

Name of Company producing the sign: _____

Material of Sign: _____

Sign Elevation (Ground to Bottom of Sign): _____

Sign Height (Ground to Top of Sign): _____

Sign Projection (Beyond Building and/or lot line): _____

SUPPORT MATERIALS

Base: _____ Illumination: [] None [] Internal [] External
Posts: _____ Animation: [] None [] Mechanical [] Electrical
Guide Wires: _____
Through Bolt: _____

NOTE: Please reference by-law 45-2018 Signage by-law for lighting and heritage colour guidelines.
Include with application:

- Plan drawn to scale showing: Lot lines, street lines, location of building and location of proposed sign
Drawing of proposed sign and support structure.

The applicant agrees to maintain the sign in good condition, to keep it painted and in the case of an illuminated sign, to keep the illuminating device in good working condition.

This permit is granted on the express condition that works to be carried out shall conform to the provisions of all building codes and by-laws passed by the Town of Petrolia.

The permit does not replace a building permit under the Ontario Building Code Act.

The applicant agrees to remove or permit the Town of Petrolia to remove the said sign when notice is given in accordance with any Town by-law.

Applicant Signature _____ Date _____

Table with 2 columns: Description, Date. Rows include Received at Clerk's Office, Reviewed by Town Planning Department, Reviewed by Heritage Committee.

CORPERATION OF THE TOWN OF PETROLIA
BY-LAW NUMBER 45-2018

**BEING A BY-LAW TO REGULATE SIGNS AND OTHER ADVERTISING DEVICES
WITHIN THE CORPORATION OF THE TOWN OF PETROLIA
AND TO REPEAL BY-LAW NUMBER 36 of 2014**

WHEREAS section 11 of the Municipal Act, 2001, S.O. 2001, c. 25 authorizes a municipality to pass by-laws respecting structures, including fences and signs;

AND WHEREAS section 99 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, provides that a municipality may enter land and pull down or remove a sign if it is erected or displayed in contravention of a by-law respecting signs;

AND WHEREAS it is deemed desirable to establish regulations concerning signs for the Corporation of the Town of Petrolia;

AND WHEREAS the Council wishes to list the By-Law as an Offence under Part 1 of the Provincial Offences Act;

NOW THEREFORE the Council of the Corporation of the Town of Petrolia enacts as follows:

1.0 **Definitions:**

1.01 In this by-law:

“Abandoned sign” means a sign that no longer identifies or advertises an activity, business, product or service, or identifies or advertises an activity, business, product or service which is no longer conducted or available on the premises on which the sign is located.

“Alter” means to change one or more dimensions of a sign or to change the advertisement or sign face.

“Animated Sign” means any sign that includes action or motion of all or any part of a sign and includes a sign containing intermittent or flashing light source.

“Area” means the surface of (1) side of the sign including the border and frame.

“Awning” means a retractable, collapsible or moveable shelter, hood or cover that projects from the wall of a building.

“Awning Sign” means a sign painted on or affixed flat to the surface of an awning that does not extend beyond the limits of the awning, is used solely for identification of the business and contains no other commercial message.

“Banner Sign” means any sign composed of a non – rigid material such as cloth, canvas or other similar material used for temporary purposes with or without frames.

“Billboard Sign” means any sign other than a real estate sign, measuring more than 3.0 sq. m (32.28 sq. ft) in Area, that directs attention to products, goods and services, activities or facilities not provided on the premises on which the sign is located.

“By Law Enforcement Officer” means any person appointed by the municipality to implement or enforce this by-law or to act as a Municipal Enforcement Officer/Provincial Offences Officer and/or By-Law Officer.

“Canopy” means a permanent non-retractable shelter, hood or cover that projects from the wall of a building but does not include a projecting roof.

“Canopy Sign” means a sign painted on, affixed flat to or constructed in or on the surface of a canopy.

“Chief Building Official” means the person appointed as such by the Municipality under the Building Code Act, as amended from time to time.

“Council” means the Council of the Municipality.

“Directional Sign” means a sign that communicates information regarding pedestrian or vehicular movement.

“Erect” means to attach, install, hang, place, suspend or affix a sign or letters or to build, construct, reconstruct, alter, enlarge, or relocate a sign and includes changing the surface of a sign or changing the advertisement or sign face contained within a sign.

“Election Sign” means any sign advertising or promoting a candidate in a federal, provincial or municipal election, including an election of a local board or commission

“Existing Sign” means a sign that was lawfully on display prior to the adoption of this by-law.

“Fascia Sign” means a sign located in such a manner that the sign surface is parallel to the main wall of the building to which it is attached.

“Grade” means the average elevation on the finished surface of the ground immediately surrounding the sign.

“Ground Sign” means a sign affixed to, supported by or placed directly upon the ground.

“Historic Downtown Sign” means a sign located in that portion of the Municipality shown on Schedule ‘A’ attached hereto.

“Inflatable Sign” means a non-rigid sign supported by air or other gas pressure.

“Memorial Sign” means a sign noting historical information about a building to which it is attached or the site upon which the sign is erected.

“Municipality” means the Corporation of the Town of Petrolia.

“Mural” means any painting, drawing, sketching or other markings, that contain no text or logo, that appear to be advertising a business or product and that are applied directly to a wall or other integral part of a building or structure.

“Owner” means the owner of the sign and includes the owner of the property on which the sign is erected and the owner of the business being advertised.

“Pedestal Sign” means a non – illuminated sign resting on the ground.

“Pole Sign” means a sign supported and placed upon one or more poles or standards.

“Portable Sign” means a temporary advertising device and includes any and all signs constructed so as to be readily moved or transported whether or not the sign is fixed to the ground, mounted on a parked vehicle or affixed to a freestanding structure but does not include a Sandwich board sign.

“Projecting Sign” means a sign which projects from a building face so that the sign face is not parallel with the building wall to which it is attached.

“Property” means a separately assessed property shown on the Municipality’s Assessment Roll.

“Real Estate Sign” means a temporary sign indicating the property on which the sign is located, or any part thereof is for sale or rent or is open for viewing for the purpose of such sale or rent of the property.

“Roof Line” means a line formed by the intersection of the exterior walls of a building with the roof of a building and in the case of a pitched roof shall be at the eaves level.

“Roof Sign” means any sign that is erected, on or above the roof line of a building and includes an inflatable sign erected on or above the roof line of a building.

“Sandwich Board Sign” means a non-illuminated sign consisting of two (2) flat surfaces joined at one (1) end and resting on the ground.

“Sign” means a device including frame, border, and/or sign surface containing an advertisement by means of painting or printing on, attaching bills, letters, numerals or symbols to any building, structure or device which identifies or advertises any business, group, activity or product on any premises in such a way as to be visible to the public, excluding a mural. A sign shall include any supporting structure by which it is affixed or secured to a building.

“Sign Face” means the area of the single surface of any sign within the outer edge of the frame or border of a sign. In the case of a multi – faced sign (excluding sandwich board signs), each side shall be counted in computing the sign face.

“Street” means a common and public highway, street, avenue, parkway, square, place, bridge, viaduct or trestle any part of which is intended for or use by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

“Street Line” means the curb line, edge of asphalt or any travelled portion of a street.

“Temporary Sign” means a sign displayed for a limited period of time.

“Vehicle” means a motor vehicle, tractor, trailer, truck, camper, boat, motorcycle, motorized snow vehicle, mechanical equipment or any vehicle drawn, propelled or driven by any kind of power.

“Visibility Triangle” means a triangular area formed within a lot by:

- (a) intersecting streets and a straight line connecting them 9.0 m (29.52 ft) from their point of intersection;
- (b) the intersection of a street and any portion of a driveway within 9.0 m (29.52 ft) of a property line and a straight line connecting them 9.0 m (29.52 ft) from their point of intersection; or
- (c) the intersection of an alley and a street, or two alleys and a straight line connecting them 9.0 m (29.52 ft) from their point of intersection.

“Window Sign” means a sign placed, painted or affixed upon a window facing the outside, and intended to be seen from the exterior of the window.

“Zone” means an area delineated on a Map Schedule of the Zoning By-Law and designated by such by-law for specific use or specific uses.

“Zoning By-Law” means any by-law in effect within the Municipality that was passed pursuant to section 34 of the Planning Act, R.S.O. 1990, c. P. 13, as amended.

2.0 **General Requirements**

- 2.01 Except as otherwise provided in this by-law, no person shall erect a sign without a sign permit being issued by the Clerk or their designate.
- 2.02 A sign permit issued pursuant to Subsection 2.01 shall expire if the work, as allowed by the sign permit, is not commenced within six (6) months from the date the sign permit was issued.
- 2.03 Notwithstanding any provision contained in this By-Law, no person shall erect or maintain any sign, in such a location or of such construction so as to block or interfere with visibility or operation of any traffic sign, traffic signal, or other traffic related appurtenance or that obstructs the view of a vehicle driver or a pedestrian so as to create an unsafe situation.
- 2.04 This by-law may be referred to as the “Town of Petrolia Sign By-law”
- 2.05 Nothing in this by-law shall serve to relieve any person from the obligation to comply with all other applicable laws.
- 2.06 Every sign, awning, or canopy shall be designed, constructed and erected in conformity with the provisions of this by-law and in compliance and where necessary obtain a separate building permit with approval from the Chief Building Official in accordance with the Ontario Building Code, as amended from time to time
- 2.07 Every person shall maintain every sign, sign message and structure in a proper state of repair, and ensure signage does not create or become an unsafe condition or hazard.

2.08 This by-law shall not apply to an existing sign provided that no such sign shall be reconstructed, substantially altered or moved unless such sign is made to comply with the provisions of this by-law in all respects.

2.09 Council may, upon an application from any person, authorize minor variances from this by-law, if in the opinion of Council the general intent and purpose of the by-law are maintained. Council shall first permit the Heritage Committee to review and comment on any such request that is made for a sign within the Heritage District.

3.0 General Sign Provisions:

3.01 The provisions of this section shall apply to all signs.

3.02 No persons shall erect a sign unless it is in conformity with this by-law.

3.03 To apply for a permit the applicant shall submit an application to the Municipality, which shall be accompanied by the following unless deemed unnecessary by the Chief Building Official.

(a) Drawings and specifications showing:

(I) plans of the proposed sign drawn to scale including construction details, supporting framework, footings, foundation, illumination details, height and weight, area, clearance height and elevation in relation to adjacent buildings and the sign type (two copies);

(II) materials and specifications (including colours);

(III) a site plan showing the proposed location of the sign in relation to the building and the boundaries of the lot upon which it is to be situated; and

(IV) the size and location of existing signs on the property.

(b) in case of signs affixed to any wall, plans showing the elevation of the building on which the proposed sign is to be erected, doors, windows and other openings, wall area, location and colour of the proposed sign;

(c) where a proposed sign will front a County Road, a copy of the approval from the County of Lambton is required (unless the sign is within a section of road that is exempted from the County By-law as specified in the County By-law and is also outside the road allowance);

(d) a permit fee as prescribed in **Schedule “B”** attached to this by-law.

3.04 The Clerk or designate shall issue a permit for any sign if a complete application has been received together with all required supporting documentation and the appropriate fee, and the sign for which an application has been made will comply with this by-law and other applicable law.

3.05 No person shall erect any sign on or over property owned by the Municipality without consent of the Municipality.

3.06 No person shall erect the following:

(a) a roof sign;

(b) a sign within a visibility triangle;

(c) a sign attached to a tree, tree grating protector, utility pole or light standard;

(d) a sign located on or over property owned by the Municipality, a public utility or local board;

(e) a sign that encroaches upon any vertical or horizontal spatial clearance required by Bluewater Power Distribution Corporation, Hydro One or the Municipality, for electrical wires, poles, or light standards.

- 3.07 The following signs are permitted in all zones:
- (a) authorized Directional Signs;
 - (b) signs required to be posted by government order, rule or regulation;
 - (c) memorial plaques, cornerstones, historical markers and like monuments; and
 - (d) election signs
- 3.08 One (1) Temporary Sign not to exceed 6.0 sq. m (64.56 sq. ft) in an area may be erected on a construction site indicating the nature of the project and the developers and related personnel, professionals or trades involved in the development of the site. The sign may be on display for not longer than thirty (30) days after the completion of construction. Notwithstanding Subsections 3.03, no permit shall be required for a sign erected pursuant to this section.
- 3.09 One (1) Temporary Sign used to identify a subdivision or other development may not exceed 6.0 sq. m (64.56 sq. ft) may be erected at the entrance of the subdivision or other development until the subdivision or other development is substantially complete as determined by the Municipality. Notwithstanding Subsection 3.03, no permit shall be required for a sign erected pursuant to this section
- 3.10 The owner of land on which is a sign is erected shall remove or cause to be removed the sign and/or sign face or advertisement as the case may require within fourteen (14) days of the sign becoming an Abandoned Sign. In the event that the sign(s) is (are) not removed within this time period, the Municipality or its agents may enter upon the property and carry out the removal of the sign(s) at the expense of the owner.
- 3.11 No person shall erect an illuminated sign unless so constructed as to direct light away from an adjacent Residential Zone.
- 3.12 No person shall erect signage in a location that would, by reason of size, location, placement, or illumination, obstruct view to create unsafe condition, or obstruct or distract from the visibility or effectiveness of any traffic sign or control device on public streets and roads or which are located in a sight triangle;

4.0 Residential

- 4.01 In addition to the requirements contained in Section 3.0, and Section 10.0 the requirements of this section shall apply to all signs in any residential zone as defined by the Zoning By-law.
- 4.02 One (1) Ground Sign or Fascia Sign identifying a home occupation permitted under the Zoning By-law and indicating not more than the name, occupation and operating hours of the occupant shall be permitted however no person shall erect a ground or fascia sign identifying a home occupation that:
- (a) exceeds 0.279 sq. m (3.00 sq ft) in Area;
 - (b) is illuminated;
 - (c) is flashing or animated;
 - (d) if a ground sign, exceeds 1.2 m (3.94 ft) in height from grade; and
 - (e) is closer than 3.0 m (9.84 ft) to any property line.

5.0 Commercial, Industrial and Institutional

- 5.01 In addition to the requirements contained in Section 3.0, the requirements of this section shall apply to all signs in any commercial, industrial or institutional zone as defined in the Zoning By-law.
- 5.02 A Fascia Sign shall be permitted with a maximum area of 1.0 sq. M (10.76 sq. ft) per linear meter (3.28 ft) of building frontage on a street line; and
- (a) for buildings fronting on more than one street line, the building frontage on each street shall be deemed to be separate building frontages for the purpose of calculating the permitted areas of signs and shall not be combined; and
 - (b) where a building is setback from an interior yard the provisions of Subsection 6.02 (a) shall apply;
 - (c) where letters or symbols are used as a sign, then the sign shall be deemed to be the area contained within a line surrounding all of the letters or symbols.
- 5.03 In an Industrial Zone, as defined by the Zoning By-law, the provisions of Subsection 6.02 shall apply except that the maximum permitted sign area will be 1.5 m (16.14 sq. ft.) for each linear meter of building frontage.
- 5.04 A Projecting Sign may be erected, however no person shall erect a projecting sign:
- (a) with a maximum projection of the sign greater than 1.0 m (3.28 ft.) beyond the face of the wall to which it is attached; and
 - (b) with the lowest point less than 2.5m (8.20 ft.) above the level of any pedestrian walkway and 4.5 m (14.76 ft.) above a travelled portion of a municipal road allowance.
- 5.05 A Pole Sign may be erected, however no person shall erect a pole sign that is:
- (a) greater than 8.0 m (26.24 ft.) in height from grade;
 - (b) have a clearance of less than 4.5 m (14.76 ft.) above grade if erected in a visibility triangle; and
 - (c) closer than 3.0 m (9.84 ft.) to any property line, provided that a Pole Sign having a minimum clear height of 2.5m (8.20 ft) and which is supported by supports having a maximum width/depth of 38 cm (15 in) and which does not have a base or ornamental features which will create a visible obstruction for motorists.
- 5.06 A Window sign may be installed, subject to the following;
- (a) the sign is to cover no more than 25% of the window's glass surface;
 - (b) the sign must be painted or affixed to the window's glass surface;
 - (c) the above requirements apply to each window on a building

6.0 Portable Signs

- 6.01 In addition to the requirements contained in Section 3.0, the requirements of this section shall apply to all portable signs.
- 6.02 No person shall have more than one (1) Portable Sign displayed at a property at any one time except where properties with a frontage exceeding 50.0 m (164.0 ft.) or part thereof are permitted an additional Portable Sign provided that no Portable Sign be located closer than 30.0 m (98.40 ft.) from any other Portable Signs.
- 6.03 No person shall allow an electrical extension cord to pass over a sidewalk, pedestrian walkway, roadway, driveway, aisle or parking space.
- 6.04 Portable signs shall:

- (a) require a sign permit but no fee is charged;
- (b) not be permitted in any Residential Zone as defined in the Zoning By-law;
- (c) not have an area greater than 6.0 sq. m (64.56 sq. ft.);
- (d) have permanently affixed to it in a visually prominent location the name and phone number of the sign owner;

and, no person shall:

- (a) place a portable sign closer than 1.0 m (3.28 ft.) to any lot line;
- (b) allow a portable sign to occupy any space required for off-street parking required by Zoning By-law;
- (c) allow a portable sign to be placed on property owned by the Municipality; and
- (d) locate a portable sign within any visibility triangle.

7.0 Sandwich Board & Pedestal Signs

7.01 In addition to the requirements contained in Section 3.0, the requirements of this section shall apply to all Sandwich Board Signs and Pedestal Signs and includes any wind activated attention devices.

7.02 No person shall place more than one (1) Sandwich Board Sign or Pedestal Sign for each business.

7.03 Sandwich Board Signs and Pedestal Signs shall:

- (a) require a sign permit but no fee is charged;
- (b) not have an Area exceeding 1.0 sq m (10.76 sq. ft.) per sign surface and height not exceeding 1.2 m (3.94ft.);

and, no person shall:

- (c) place a sandwich board or pedestal sign closer than 0.3 m (1.0ft.) to the street line;
- (d) if placed on public sidewalk or walkway, leave less than a 1.8 m (5.90 ft.) wide unobstructed pedestrian corridor;
- (e) place in a location that will interfere with parking spaces, parking meters, crosswalks, landscape planters, street furniture, trees, utility poles, and fire hydrants;
- (f) create an obstruction to vehicle or pedestrian traffic or a hazard to public safety;
- (g) display the sign other than during the business hours of the premises; and
- (h) erect an illuminated sandwich board or pedestal sign.

7.04 Every sign owner shall maintain public liability insurance while the sign is placed within the public right-of-way.

8.0 Inflatable Signs – Permitted for Special Events Only

8.01 In addition to the requirements contained in Section 3.0, the requirements of this section shall apply to all inflatable signs.

8.02 No person shall erect more than one (1) inflatable sign per property unless the property has a frontage exceeding 90.0 m (295.20 ft.) in which case an additional Inflatable Sign is permitted provided that no Inflatable Sign may be located closer than 30.0 m (98.40 ft.) to any other Inflatable Sign or Portable Sign.

8.03 Notwithstanding Subsection 9.02, if there is a Portable Sign on the property, no person shall erect more than one (1) Inflatable Sign.

8.04 Every person shall locate an inflatable sign only on the property to which the sign refers.

8.05 Inflatable Signs shall:

(a) require a sign permit but no fee is charged;

and, no person shall:

(b) place the sign closer than 3.0 m (9.84 ft.) to a public sidewalk, and where no public sidewalk exists, the street line, and under no circumstance shall an Inflatable Sign be placed on a public right-of-way;

(c) allow the sign to occupy any space required for off street parking as required by the Zoning By-law;

(d) allow an inflatable sign to be placed on property owned by the Municipality; or be located within any visibility triangle;

(e) allow an inflatable sign to obstruct vehicle or pedestrian traffic or be a hazard to public safety; and

(f) allow an inflatable sign to be displayed beyond the duration of a Special Event.

9.0 Real Estate Signs

9.01 In addition to the requirements contained in Section 4.0, the requirements of this section shall apply to all Real Estate Signs.

9.02 Real Estate Signs shall:

(a) not require a sign permit;

and, no person shall:

(b) place a real estate sign closer than 0.3 m (.98 ft.) to any lot line;

(c) create an obstruction to vehicle or pedestrian traffic or hazard to public safety;

(d) place a real estate sign on property owned by the Municipality or within any visibility triangle.

(e) Place a real estate sign larger than 0.56 sq. m. (6 sq. ft.)

10.0 Downtown Signs – Heritage District

10.01 In addition to the requirements contained to Section 3.0, the requirements of this section shall apply to all signs in downtown Petrolia.

10.02 No person shall erect or permit the erection of sign in the Historic Downtown area as designated on **Schedule “C”** attached hereto except in accordance with this section.

10.03 Every person notwithstanding any other section of this by-law to the contrary, who is the owner of the land in the Historic Downtown area, shall ensure that:

(a) any memorial sign shall be made of cast metal including bronze, brass, wood or a material which has the appearance of natural wood, and shall have no greater area than 0.56 sq m (6.03 sq. ft.);

(b) any projecting sign shall have a minimum distance of 2.5 m (8.20 ft.) between top of sidewalk and bottom of sign;

- (c) the anchoring device used to erect the a projecting sign is made of wood or wrought iron only and that the anchoring device is extended no further than 1.22 m (4 ft.) from the face of the building to which it is attached but not more than 1.0 m (3.28 ft.) short of the street line;
- (d) any awning or canopy signs and supporting structures shall have a minimum distance of 2.13 m (6.99 ft.) between the top of the sidewalk and the bottom of the awning;
- (e) no awning or awning signs shall project more than 1.22 m (4 ft.) from the face of the building to which it is attached but not more than 1.0 m (3.28 ft.) short of the street line;
- (f) any sign erected shall conform to the Benjamin Moore Historic Colours HC1- HC174 historic colour palette or comparable alternate and those colours attached as **Schedule “D” to this by-law;**
- (g) notwithstanding section 10.03 f), a franchise business may use the colours typically associated with the franchise;
- (h) no sign that is closer to a sidewalk than 6 m shall be internally illuminated;
- (i) notwithstanding section 10.3 h), a person may replace an existing internally illuminated sign that is within 6 m of sidewalk if it is destroyed by an act of God, provided the sign and any supporting structure can be shown to have been in a good state of repair prior to being destroyed; and
- (j) further to section 10.03 i), a person may at any time replace the advertisement of an existing internally illuminated sign that is within 6 m of a sidewalk.

10.04 A fascia Sign shall be permitted with a maximum area of 1.0 sq. M (10.76 sq. ft.) per linear meter (3.28 ft) of building frontage on a street line; and

- (a) for buildings fronting on more than one street line, the building frontage on each street shall be deemed to be separate building frontages for the purpose of calculating the permitted areas of signs and shall not be combined; and
- (b) where a building is set back from an interior yard the provisions of Subsection 11.04 (a) shall apply;
- (c) where letters or symbols are used as a sign, then the sign shall be deemed to be the area contained within a line surrounding all of the letters or symbols.

10.05 A Projecting Sign may be erected, however no person shall erect a projecting sign:

- (a) with a maximum projection of the sign greater than 1.0 m (3.28 ft.) beyond the face of the wall to which it is attached; and
- (b) with the lowest point less than 2.5m (8.20 ft.) above the level of any pedestrian walkway and 4.5 m (14.76 ft.) above a travelled portion of a municipal road allowance.

10.06 Sandwich Board Signs shall:

- (a) require a sign permit but no fee is charged;
- (b) not have an Area exceeding 1.0 sq m (10.76 sq. ft.) per sign surface and height not exceeding 1.2 m (3.94ft.);

and, no person shall:

- (c) place a sandwich board or pedestal sign closer than 0.3 m (1.0ft.) to the street line;
- (d) if placed on public sidewalk or walkway, leave less than a 1.8 m (5.90 ft.) wide unobstructed pedestrian corridor;
- (e) place in a location that will interfere with parking spaces, parking meters, crosswalks, landscape planters, street furniture, trees, utility poles, and fire hydrants;
- (f) create an obstruction to vehicle or pedestrian traffic or a hazard to public safety;
- (g) display the sign other than during the business hours of the premises; and
- (h) erect an illuminated sandwich board or pedestal sign.
- (i) Fail to maintain public liability insurance while the sign is placed within the public right-of-way.

10.07 A Window Sign may be installed, subject to the following:

- (a) the sign is to cover no more than 25% of the window's glass surface;
- (b) the sign must be painted or affixed to the window's glass surface;
- (c) the above requirements apply to each window on a building.

11.0 Billboard Signs

11.01 In addition to the requirements contained in Section 3.0, the requirements of this section shall apply to all Billboard Signs.

11.02 Billboard Signs shall only be permitted on properties zoned Industrial and Highway Commercial as defined in the Zoning By-law. Billboard signs are permitted on properties zoned Future Development as defined in the Zoning By-Law provided the property fronts onto Petrolia Line.

11.03 Only one (1) Billboard Sign shall be permitted on a property.

11.04 The area of a Billboard Sign shall not exceed 18.5 sq. m (199.06 sq. ft.).

11.05 A Billboard Sign shall not be located within 300 m (984.0 ft.) distance from another Billboard Sign.

11.06 A Billboard Sign shall not be located within 152.5 m (500.20 ft.) distance from a residential use.

11.07 A Billboard Sign shall not be closer to the street line than the front of the nearest building on the property or setback requirement for the zone, whichever is greater.

11.08 All Billboard Signs shall be maintained in a neat and clean manner free from any loose material at all times.

12.0 Awning and Canopies

12.01 Awnings and Canopies may be erected and every person shall ensure that:

- (a) the lowest point is at least 2.5 m (8.20 ft.) above the level of any pedestrian walkway and 4.5 m (14.76 ft) above the travelled portion of the street ;
- (b) the maximum projection of the awning or canopy shall be no greater than 2.0 m (6.56 ft.) beyond the face of the wall to which it is attached and extend no greater than 1.0 m (3.28 ft.) to the vertical plane projected up from the street line. All such awnings or canopies overhanging municipal property shall be approved by a resolution of Council where such overhang exceeds 0.3 m (.98ft.);

12.02 Every person shall ensure that Awnings or Canopies are constructed and erected so as to be collapsible or rigid. If collapsible type, then awning or canopy must be rolled or folded back to enable storing to a position flat against the building when canopy or awning is not in use.

12.03 Every person shall ensure that all Awnings or Canopies shall be securely attached to the building wall or structure with proper fastening devices and shall not be dependent for support on any cornice, window sill, frame or other projection.

13.0 Election Signage

13.01 No candidate or his agent or any other person shall affix, erect or otherwise display an election sign except as permitted by this By-law.

13.02 No candidate or his agent or any other person shall affix, erect or otherwise display an election sign or permit an election sign to be affixed, erected or otherwise displayed:

- a) on or overhanging public property, including a Town park or a facility that is owned or operated by the Town.

- b) on a utility pole or light standard;

- c) which include electronic display that incorporates in any manner any flashing or moving illumination which varies in intensity or which varies in colour and signs which have any visible moving parts or visible mechanical movement of any description;

- d) on any official sign or official sign structure;

- e) in a location that would, by reason of size, location, or illumination, obstruct the vision of drivers or pedestrians, or obstruct or detract from the visibility or effectiveness of any traffic sign or control device on public streets and roads or which are located in a sight triangle;

- f) which make use of words such as “STOP”, “LOOK”, ONE WAY”, “DANGER”, “YIELD”, or any similar words, phrases, symbols, lights or characters in such manner as to tend to interfere with, mislead, or confuse traffic;

- g) on a tree, stone or other natural object;

- h) at a voting place;

13.03 The candidate to whom the election sign relates shall be responsible for the erection, maintenance or display of the election sign and shall ensure that all the requirements of this By-law have been met.

13.04 No person shall pull down or remove a lawfully erected election sign on private property without the consent of the candidate to the sign relates or the owner of the property on which the sign is erected.

13.05 No person shall place an election sign in such a position that such sign would contravene any other applicable legislation.

13.06 No person shall display on any election sign a logo, trademark or official mark, in whole or in part, owned or licensed by the Town

13.07 Election signs may be erected or displayed on private property if:

- a) The signs are no larger than 1.22 metres by 1.22 metres (4 feet by 4 feet) and the sign height is no higher than two metres above ground level,

- b) The signs do not interfere with the safe operation of vehicular traffic or with the safety of pedestrians; and

- c) The signs are erected with the consent of the owner or tenant of the property.

13.08 No candidate or his agent or any other person shall affix, erect or otherwise display an election sign prior to the issuance of writs for a provincial or federal election or prior to nomination day for a municipal election.

- 13.09 An election sign shall be removed within ninety-six (96) hours (4 days) immediately following 11:59 p.m. of the day of the election.
- 13.10 Where an election sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, Town of Petrolia may cause the sign to be removed immediately without notice and/or take any further action as provided within this By-law.
- a) Signs that have been removed under Section 5.1 shall be stored by the Town Public Works Yard for a minimum of 30 days, during which time the owner of the sign or the owner's agent may retrieve the sign
 - b) Any election sign that is stored by the Town for more than thirty (30) days and not redeemed by the owner of the sign or his agent within that period of time, may be destroyed or otherwise disposed of by the City without notice and without compensation to the owner of the sign.

14.0 Administration and Enforcement

- 14.01 This by-law shall be administered and enforced by the Clerk or their designate.
- 14.02 A By-law Enforcement Officer may enter upon any lands at any reasonable time to inspect all signs for the purpose of determining or effecting compliance with this By-law.
- 14.03 Upon the erection of any sign that required a building permit under the Ontario Building Code, the owner/agent shall notify the Chief Building Official for inspection.
- 14.04 If after an inspection, a By-Law Enforcement Officer is satisfied that a sign has been erected in contravention of any of the provisions of this By-Law, or of the conditions of a permit issued pursuant to this By-law, or the conditions of a Site Plan agreement applicable to the property pursuant to Section 41 of the *Planning Act*, the By-Law Enforcement Officer may issue an order requiring the Owner to remedy such contraventions as may be outlined in the order.

An Order Issued under Subsection 14.04 shall contain:

- (a) the municipal address and/or the legal description of the property on which the non-complying sign was erected;
 - (b) a description of the by-law and/or permit and/or site plan agreement provisions that have not been complied with;
 - (c) a statement that the sign must be brought into compliance with the provisions of the site plan agreement and/or this By-Law and/or the conditions of the permit issued for the sign or to remove the sign within the time specified;
 - (d) a statement that if the order is not complied with, the sign may be removed and disposed of by the Municipality at the expense of the owner.
- 14.05 An order issued under Subsection 14.04 shall be served personally on the owner or by prepaid registered mail to the last known address of the owner as shown on the municipal tax roll.
- 14.06 Any costs incurred by the Municipality under Subsection 14.04 and Subsection 3.10 may be recovered in like manner and with the same priority as municipal taxes.
- 14.07 A sign or signs erected on property owned by the Municipality without consent of the Municipality, may be removed and disposed of by the Municipality, with or without prior notice, at the expense of the owner of the sign.
- 14.08 No person shall obstruct a By-law Enforcement Officer or any agent of the Municipality while they are carrying out their duties under this By-law.
- 14.09 Every person who contravenes any provisions of the by-law is guilty of an offence and on conviction may be subject to a fine as provided for in the Provincial Offences Act.

See Set Fine Schedule "A" attached hereto

14.10 It is hereby declared that each and every part of the foregoing provisions of this by-law is severable. If any provisions of this by-law should for any reason be declared invalid by any court, it is the intention and desire of this Council that each and every one of the then remaining provisions herein shall remain in full force and effect.

15.0 Repeals and Effective Date

15.01 That By-Law 36-2014 and any prior by-law that is inconsistent with the terms of this by-law is hereby repealed.

15.02 This By-law shall come into full force and effect on the final passing thereof.

By-Law Read a First and Second Time this 28th day of May, 2018

By-Law Read a Third Time and Finally Passed this 28th day of May, 2018

John McCharles

Mayor

Mandi Pearson

Clerk/Operations Clerk

TOWN OF PETROLIA
Schedule "A"
By-Law Number 45-2018
Title: Sign By-Law

Part 1 – Provincial Offences Act
Set Fine Schedule

ITEM	COLUMN 1 Short form Wording	COLUMN 2 Provision Creating or Defining offence	COLUMN 3 Set Fine
1	Failure to obtain a sign or awning permit in accordance with the provisions in the by-law	Section 2.01	\$250.00
2	Placement of a sign that is not maintained in a proper state of repair and or creates an unsafe condition	Section 2.07	\$250.00
3	Erecting a Sign that is non-conforming to the provisions in the by-law	Section 3.02	\$250.00
4	Erecting a Sign on or over property owned by the Municipality, without the Municipalities consent	Section 3.05	\$250.00
5	Obstruct view as to create unsafe condition	Section 3.12	\$250.00

Note: The penalty section for offences cited above is Section 14.0 of By-Law 45-2018, a certified copy of which has been filed

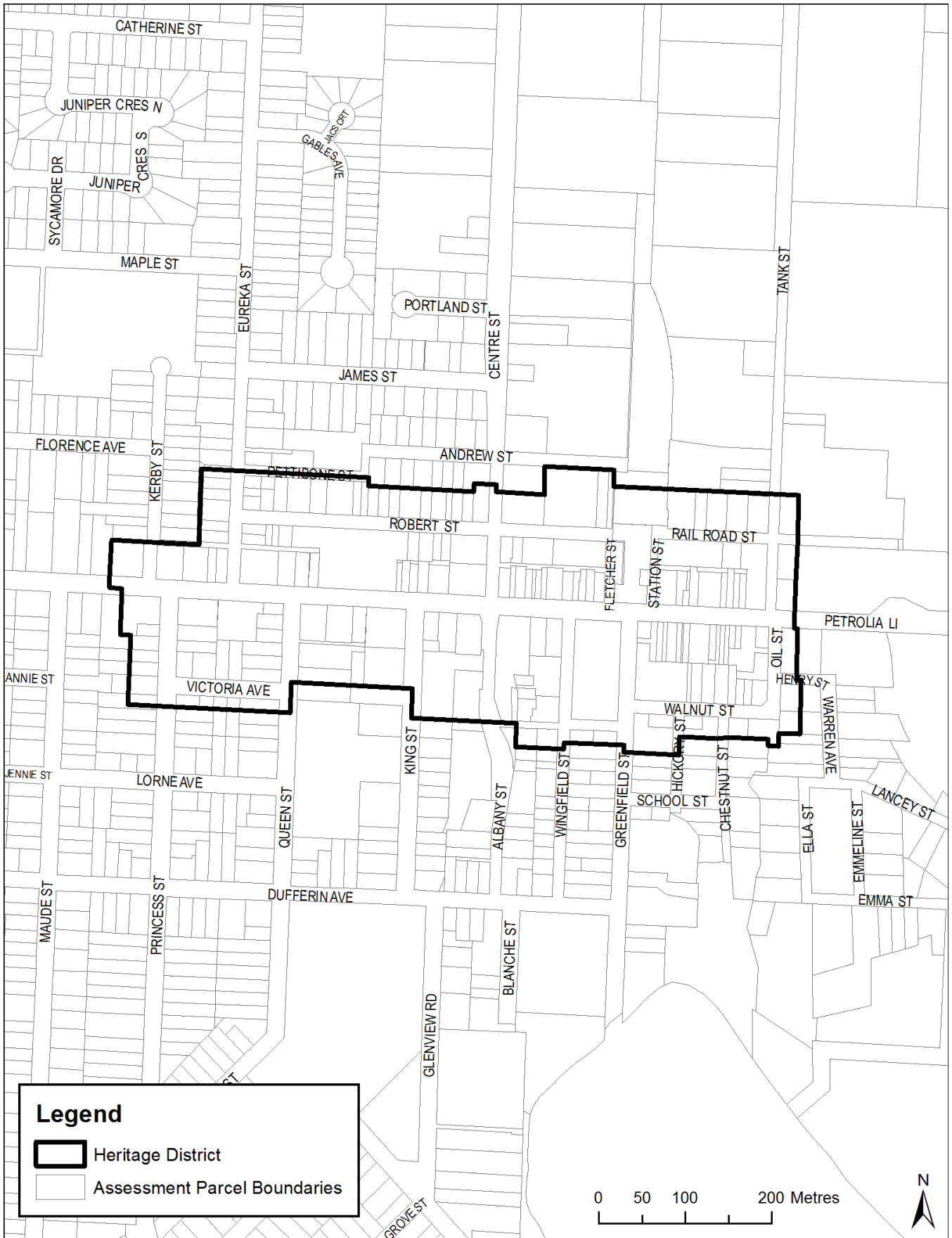
Schedule "B"
By-Law Number 45-2018

Sign Permit Fee:	\$ 65.00 Per Sign
Sign/Structure Permit Fee: (where Building Permit required)	\$ 160.00 Per Sign

Fees may be amended from time to time and reflected in the Town of Petrolia Municipal Fee Schedule.

Schedule "C" of 45-2018

Heritage District Map



**Schedule “D”
Benjamin Moore Paint Historic Colour Palette
By-Law Number 45-2018**

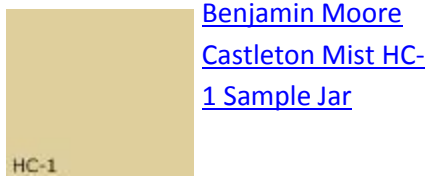
Historical Colour Palette can be found on line at:

1. http://www.benjaminmoore.ca/en-ca/for-your-home/colour-gallery#&ce_vm=2&ce_col=HC
2. <http://www.buyaurapaint.com/hico.html>

[Historical Colors HC-51 to HC-100](#)

■ [Historical Colors HC-101 to HC-150](#)

■ [Historical Colors HC-151 to HC-174](#)



[Benjamin Moore Castleton Mist HC-1 Sample Jar](#)



[Benjamin Moore Beacon Hill Damask HC-2 Sample Jar](#)



[Benjamin Moore Greenmount Silk HC-3 Sample Jar](#)



[Benjamin Moore Hawthorne Yellow HC-4 Sample Jar](#)



[Benjamin Moore Weston Flax HC-5 Sample Jar](#)



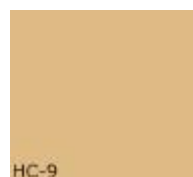
[Benjamin Moore Windham Cream HC-6 Sample Jar](#)



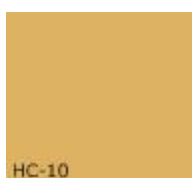
[Benjamin Moore Bryant Gold HC-7 Sample Jar](#)



[Benjamin Moore Dorset Gold HC-8 Sample Jar](#)



[Benjamin Moore Chestertown Buff HC-9 Sample Jar](#)



[Benjamin Moore Stuart Gold HC-10 Sample Jar](#)



[Benjamin Moore Marblehead Gold HC-11 Sample Jar](#)



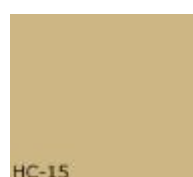
[Benjamin Moore Concord Ivory HC-12 Sample Jar](#)



[Benjamin Moore Millington Gold HC-13 Sample Jar](#)



[Benjamin Moore Princeton Gold HC-14 Sample Jar](#)



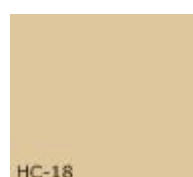
[Benjamin Moore Henderson Buff HC-15 Sample Jar](#)



[Benjamin Moore Livingston Gold HC-16 Sample Jar](#)



[Benjamin Moore Summerdale Gold HC-17 Sample Jar](#)



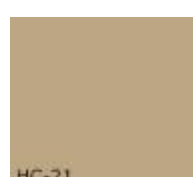
[Benjamin Moore Adams Gold HC-18 Sample Jar](#)



[Benjamin Moore Norwich Brown HC-19 Sample Jar](#)



[Benjamin Moore Woodstock Tan HC-20 Sample Jar](#)



[Benjamin Moore Huntington Beige HC-21 Sample Jar](#)



[Benjamin Moore Blair Gold HC-22 Sample Jar](#)



[Benjamin Moore Yorkshire Tan HC-23 Sample Jar](#)



[Benjamin Moore Pittsfield Buff HC-24 Sample Jar](#)



[Benjamin Moore Quincy Tan HC-25 Sample Jar](#)



[Benjamin Moore Monroe Bisque HC-26 Sample Jar](#)



[Benjamin Moore Monterey White HC-27 Sample Jar](#)



[Benjamin Moore Shelburne Buff HC-28 Sample Jar](#)



[Benjamin Moore Dunmore Cream HC-29 Sample Jar](#)



[Benjamin Moore Philadelphia Cream HC-30 Sample Jar](#)



[Benjamin Moore Waterbury Cream HC-31 Sample Jar](#)



[Benjamin Moore Standish White HC-32 Sample Jar](#)



[Benjamin Moore Montgomery White HC-33 Sample Jar](#)



[Benjamin Moore Wilmington Tan HC-34 Sample Jar](#)



[Benjamin Moore Powell Buff HC-35 Sample Jar](#)



[Benjamin Moore Hepplewhite Ivory HC-36 Sample Jar](#)



[Benjamin Moore Mystic Gold HC-37 Sample Jar](#)



[Benjamin Moore Decatur Buff HC-38 Sample Jar](#)



[Benjamin Moore Putnam Ivory HC-39 Sample Jar](#)



[Benjamin Moore Greenfield Pumpkin HC-40 Sample Jar](#)



[Benjamin Moore Richmond Gold HC-41 Sample Jar](#)



[Benjamin Moore Roxbury Caramel HC-42 Sample Jar](#)



[Benjamin Moore Tyler Taupe HC-43 Sample Jar](#)



[Benjamin Moore Lenox Tan HC-44 Sample Jar](#)



[Benjamin Moore Shaker Beige HC-45 Sample Jar](#)



[Benjamin Moore Jackson Tan HC-46 Sample Jar](#)



[Benjamin Moore Brookline Beige HC-47 Sample Jar](#)



[Benjamin Moore Bradstreet Beige HC-48 Sample Jar](#)



[Benjamin Moore
Mayflower Red HC-
49 Sample Jar](#)



[Benjamin Moore
Georgian Brick HC-
50 Sample Jar](#)