

**THE CORPORATION OF THE
TOWNSHIP OF MATTICE - VAL CÔTÉ**

BY-LAW NO. 679

Being a by-law to regulate signs, billboards and the
posting of notices within the Township of Mattice - Val Côté

WHEREAS the Council of the Corporation of the Township of Mattice - Val Côté deems it advisable to update existing regulations with respect to the erection and installation of signs, billboards and the posting of notices within the corporate limits of the Township of Mattice - Val Côté, pursuant to paragraph 146 of section 210 of the Municipal Act, R.S.O. 1990 and amendments thereto, and

WHEREAS this Council further deems it advisable to permit and establish conditions for the erection of signs, billboards, portable signs and notices on certain untravelled portions of highways under the jurisdiction of this Municipality, pursuant to section 308 of said Act, and

WHEREAS this Council further deems it advisable in the interests of expediency and efficiency to establish procedures for applications and requirements for a permit to be issued to erect and install signs and billboards on Municipal lands and on certain untravelled portions of highways under the jurisdiction of the Municipality and to appoint an officer for the purpose of such permit issuance, pursuant to paragraph 45 to section 207 of said Act,

NOW THEREFORE, BE IT ENACTED by the Council of the Corporation of the Township of Mattice - Val Côté:

1. SHORT TITLE AND DEFINITIONS

1.2 This by-law shall be known as the “Sign, Billboard and Notice By-law”.

1.3 For the purposes of this by-law,

- a) words in the singular shall include plural and vice versa, and
- b) the word “shall” is mandatory.

1.4 For the purposes of this by-law,

- a) “billboard” means a board, panel or similar display device permanently anchored in the ground and having letters, symbols or pictures, which is designed to display outdoor advertising publicity or promote one or more businesses, organizations, products, services or events which are not located or available upon the property where said billboard is situated.

- b) “Corporation” means the Corporation of the Township of Mattice - Val Côté;
- c) “notice” means a placard or poster or similar display device having letters or symbols, which is used to identify or advertise a place of business, community service or special event for a temporary period of time, but does not include public election lists and other proclamations by a government authority;
- d) “Officer” means the Clerk and/or Chief Administrative Officer appointed by by-law of the Corporation;
- e) “owner” includes any person, firm or corporation controlling, owning, installing and/or maintaining the display devices regulated by this by-law or causing or permitting the same;
- f) “portable sign” means a board, panel or similar display device which is designed to be self-supporting and is not anchored in the ground or to any other building or structure, having letters, symbols or pictures designed for the temporary display of outdoor advertising publicity or promotion for one or more businesses, organizations, products, services or events that may or may not be located or available upon the property where said portable sign is situated for a temporary period of time;
- g) “sign” means a board, plate or similar display device having letters or symbols, which is used to identify or advertise a place of business, product or service, located or available on the property upon which said sign is situated.

2. DESIGNATED AREAS

2.1 This by-law shall apply to the erection and installation of signs, billboards, portable signs and notices within the following defined areas of the Corporation, as shown in Schedule “A” annexed hereto and forming part of this by-law;

- a) “Commercial Area” shall be those commercial and industrial lands within the corporate limits of the Township of Mattice - Val Côté which are designated by the Restricted Area (Zoning) By-law no. 545 and amendments thereto of the Corporation as General Commercial (C1) Zones, Neighbourhood Commercial (C2) Zones, Service Commercial (C3) Zones, Restricted Industrial (M1) Zones and General Industrial (M2) Zones, excepting those commercial and industrial lands abutting Highway No. 11;
- b) “Residential Area” shall be those residential, commercial and industrial lands within the corporate limits of the Township of Mattice - Val Côté, which shall be comprised of:

- i) urban lands, being those residential, commercial and industrial lands within the urban or built-up area of the Corporation, which receive municipal sanitary sewer and water services, and which are designated by By-law No. 545 and amendments thereto of the Corporation as First Density Residential (R1) Zones, Second Density Residential (R2) Zones, Third Density Residential (R3) Zones, First Density Multiple Residential (RM1) Zones, Second Density Multiple Residential (RM2) Zones;
- ii) rural lands, being those rural residential, commercial and industrial lands within the rural area of the Corporation, which do not have access to municipal sanitary sewer and water services and which are designated as Rural (A) Zones under By-law no. 545 of the Corporation, excepting those lands abutting Highway No. 11;
- c) “Highway Corridor Area” shall be those lands within the corporate boundaries of the Township of Mattice - Val Côté, lying along both sides of Highway No. 11 between the eastern shoreline of the Missinaibi River at Highway No. 11 and the intersection of Gagnon Road / Cemetery Road and Highway No. 11;
- d) “Highway Perimeter Area” shall be those lands within the corporate boundaries of the Township of Mattice - Val Côté, lying along both sides of Highway No. 11, west of the eastern shoreline of the Missinaibi River and east of the intersection of Gagnon Road / Cemetery Road with Highway No. 11.

3. GENERAL PROVISIONS

- 3.1 The provisions set out in this Section of this by-law shall apply to the erection and installation of all signs, billboards, portable signs and notices within the Township of Mattice - Val Côté.
- 3.2 No billboard or portable sign shall be erected or installed on the untravelled portions of highways or on any other lands owned by the Corporation unless a permit has been issued therefor by the Officer.
- 3.3 Pursuant to the Building Code Act, S.O. 1992 as amended, no sign or billboard shall be erected or installed unless a permit is issued therefor by the Chief Building Official of the Corporation.
- 3.4 No sign, billboard, portable sign or notice shall be erected or installed in any manner so as to cause confusion with traffic directional signals or otherwise to be hazardous to traffic circulation.
- 3.5 No sign, billboard, portable sign or notice shall be erected or installed in any manner so as to impede pedestrian circulation on municipal sidewalks or to impose a hazard to such circulation, or to obstruct entrances to private lands or on-street parking spaces.

- 3.6 All lights used to illuminate a sign, billboard or portable sign shall be arranged in such manner so as to direct light away from adjacent premises and highways.
- 3.7 The advertising or promotion of tobacco products, alcoholic beverages and/or displays of a mature or provocative nature are prohibited.
- 3.8 Signs, billboards, portable signs and notices shall be maintained to provide a neat and orderly appearance at all times. Any such display device in a deteriorated, torn, tattered or otherwise damaged and/or defaced condition shall be removed and replaced promptly.
- 3.9 Any advertising or promotional material which is displayed on a sign, billboard, notice or portable sign and which is deemed objectionable by the Corporation shall be promptly removed by the owner of such display device upon written notification of the same by the Corporation.
- 3.10 No sign or notice shall be posed on any public utility pole, telephone pole, street light pole or any traffic directional sign pole.
- 3.11 All billboards shall be free standing, and shall be mounted on a proper self-supporting device which is firmly anchored to the ground, and shall not be attached to any exterior wall or roof of any building. Signs shall not overhang or be constructed or altered on any public street, sidewalk or highway allowance unless specific approval is secured by separate Council resolution. Council may, before approving any permit, require a certificate delivered by an engineer as to the safety of a sign with respect to wind shear and foundations.
- 3.12 No billboard shall exceed 8.0 metres (26.25 feet) in height above grade level.
- 3.13 Any signs erected by the Council of the Corporation of the Township of Mattice - Val Côté are exempted from the regulations of this by-law.

4. SPECIAL PROVISIONS - COMMERCIAL AREA

- 4.1 Only signs and notices shall be installed in the Commercial Area.
- 4.2 Within the Commercial Area, all signs shall be mounted flush against and attached to an exterior wall of a building or shall be mounted on a proper self-supporting device which is firmly anchored to the ground or to the roof of the building. Any sign which is located on the roof of a building shall not extend beyond the exterior walls of said building in any manner.
- 4.3 Within the Commercial Area, no sign shall be erected or installed between a property line in common with a highway and the setback line established for a building by the Restricted Area (Zoning) By-law No. 545 of the Corporation, except that traffic directional signs, automobile service station identification signs and any government service signs may be located within said aforementioned common property line and building setback line.

5. SPECIAL PROVISIONS - RESIDENTIAL AREA

- 5.1 Only signs and notices shall be erected or installed within the Residential Area.
- 5.2 Within the urban portions of the Residential Area, signs shall have a maximum surface area of 0.5 square metres (5.4 square feet), shall only indicate the name, occupation and practicing hours of the occupant and shall be flush and attached to the exterior wall of a building, except that a sign required by a church or other such community service to announce service hours or special events may be located between the property line in common with a highway and the building in which such events take place.
- 5.3 Within the rural portions of the Residential Area, signs may be located and installed on posts or fences adjacent to the main vehicular entrance to the rural property.
- 5.4 Within areas designated as Residential Areas, no sign or notice shall be erected or installed on the untravelled portion of highways, sidewalks or on any other lands owned by the Corporation.
- 5.5 Flashing signs shall not be permitted within areas designated as Residential Areas.

6. SPECIAL PROVISIONS - HIGHWAY CORRIDOR AREA

- 6.1 Signs, billboards, portable signs and notices shall be permitted within the Highway Corridor Area, except as expressly varied herein.
- 6.2 No billboard having a surface area in excess of 11.89 square metres (128 square feet) shall be erected or installed within the Highway Corridor Area.
- 6.3 All signs, billboards and portable signs shall be erected and installed at a minimum setback distance of 3.2 metres (10.5 feet) from the outermost edge of the surface or post of such display device to a property line in common with a highway, except that traffic directional signs, automobile service station identification signs and government services signs may be located within the aforementioned common property line and setback distance.
- 6.4 Billboards and portable signs may be installed within the untravelled portions of highways, boulevards and on other lands owned by the Corporation upon the issuance of a permit therefor by the Officer.
- 6.5 No billboard or portable sign shall be installed within 15 metres (49.21 feet) of any highway intersection.
- 6.6 No billboard shall be erected within 60 metres (196.85 feet) of another billboard.

- 6.7 No billboard or portable sign shall be erected on a property within the Highway Corridor Area which is designated as a First Density Residential (R1) Zone, Second Density Residential (R2) Zone, Third Density Residential (R3) Zone, First Density Multiple Residential (RM1) Zone or a Second Density Multiple Residential (RM2) Zone by By-law No. 545 of the Corporation and amendments thereto. Signs erected on such residential lands shall comply with the requirements of Section 5 hereto.

7. SPECIAL PROVISIONS - HIGHWAY PERIMETER AREA

- 7.1 Signs, billboards, including billboards having surface areas exceeding 11.89 square metres (128 square feet), notices and portable signs shall be permitted within the Highway Perimeter Area in accordance with the requirements of the Ministry of Transportation.

8. SPECIAL PROVISIONS - NOTICES

- 8.1 On private lands within the Commercial Area, Highway Corridor Area and Highway Perimeter Area, no notice shall be posted for a period of time exceeding four (4) weeks in duration, except those notices providing advertising publicity and/or promoting political candidates, political parties and election campaigns.
- 8.2 On private lands within the Residential Area, no notice shall be posted for a period of time exceeding two (2) weeks in duration, except those notices providing advertising publicity and/or promoting political candidates, political parties and election campaigns.
- 8.3 The posting of notices on the untravelled portions of highways shall not be permitted within the Residential Area and the Highway Corridor Area. Within the Highway Corridor Area, notices may be posted on lands owned by the Corporation which have been specifically designated by resolution or by-law of the Council of the Corporation for such purposes.
- 8.4 Any owner posting a notice shall promptly remove said notice within the specified period of time herein allowed for such notice to be posted, and failing to do so, the Corporation may remove said notice and charge all costs incurred for the removal of such notice to the owner thereof or to the owner of the land on which the notice is located.

9. PERMITS

- 9.1 An application for a permit to erect or install a sign, billboard or portable sign shall be in the form annexed hereto and marked as Schedule "B" to this by-law.
- 9.2 An applicant for a permit shall provide all the information required to complete the prescribed application form and shall furnish such plans, site plans, specifications, documents, and other information that may be required by the Officer or Chief Building Official for the purpose of determining whether or not the proposed sign, billboard or portable sign conforms to any applicable statute, regulation and by-law.

- 9.3 An application for a permit to erect or install a sign, billboard or portable sign shall be accompanied by the payment of the appropriate processing and/or rental fee prescribed in Schedule “A” annexed hereto and forming part of this by-law.
- a) For the purposes of this by-law, the untravelled portions of highways and other lands falling under the jurisdiction of the Ministry of Transportation shall be construed as “private lands”, and subject to the same application processing fees identified in Part A of Schedule “A”.
- 9.4 Except for lands owned by the Corporation, including the untravelled portions of highways, where an applicant is not the registered owner of the land for which an application for a permit to install a sign, billboard or portable sign is requested, such application shall be signed by the registered owner of the land or by such other person as is authorized in writing by the registered owner to act as agent for said owner for the purposes of the application, or such other person as is authorized by reason of his employment and position.
- 9.5 Except for lands owned by the Corporation, including the untravelled portions of highways, the Officer or Chief Building Official shall issue a permit where the application is in conformity with the requirements of this by-law and any other applicable by-law. Such permit may be limited to specific periods of time as set out in Schedule “A” hereto.
- 9.6 Where a permit for a portable sign or billboard on lands owned by the Corporation, including the untravelled portions of highways, has been issued for a specific period of time by the Officer, the owner shall remove forthwith the portable sign or billboard upon the expiry date of such permit.
- 9.7 If the Officer is of the opinion that any form used in connection with this by-law requires amendment for the purposes of administrative accuracy or efficiency, the Officer may amend form(s) in an appropriate manner, provided that the intent of this by-law and the substance of the form(s) are maintained.
- 9.8 The issuance of any permit by the Officer or Chief Building Official shall not relieve the person to whom the permit has been issued from his/her/its obligations to comply with any other applicable law.

10. Exceptions

- 10.1 Pursuant to paragraph 145 of Section 210 of the Municipal Act and upon application by an owner, the Council of the Corporation may authorize, by resolution of the Council, exceptions to the provisions of this by-law.
- 10.2 Notices displaying advertising publicity and/or promoting election candidates, parties and campaigns shall not be posted on the shoulders of highways and any other roads, shall not be posted in a manner so as to obstruct parking spaces for motor vehicles, obscure visibility at highway and road intersections, or obstruct or interfere with the circulation of vehicular and/or pedestrian traffic.

10.3 All notices displaying advertising publicity and/or promoting election candidates, parties and campaigns shall be removed on or before seven (7) days following the date of the election.

11. OFFENCES AND NON-CONFORMITY

11.1 Every owner who contravenes any of the provisions of this by-law is guilty of an offence and, upon conviction, is liable to a fine in an amount not more than the amount specified in the Provincial Offences Act.

11.2 Any sign, billboard, portable sign or notice which in the opinion of the Corporation does not conform to the provisions of this by-law shall be removed by the owner of such display device or by the owner of the property on which such display device is situate, and failing to do so, the Municipality may remove such sign, billboard, portable sign or notice and charge all costs incurred thereby to the owner of such display device or to the owner of the property on which such display device is situate.

11.3 Signs and billboards existing on the date of passage of this by-law, which do not conform to the provisions of this by-law, shall be brought into compliance with the provisions herein upon the renewal, replacement, resurfacing or repair of such signs and billboards.

12. EFFECTIVE DATE

12.1 This by-law shall take effect and come into force upon the date of its passage thereof.

READ AND ADOPTED IN OPEN COUNCIL

This 26th day of September 2011

Mayor

Clerk

**SCHEDULE “A”
TO BY-LAW NO. 679**

**Schedule of Processing and Rental Fees
for Applications for Permits to Erect and Install
Signs, Billboards, Portable Signs and Notices**

PART A: Processing Fees for Permit Applications on Private Properties and Untravelled Portions of Highways and other Lands owned by or under the jurisdiction of the Ministry of Transportation

Sign Erection/Installation	\$30.00
Billboard Erection/Installation	\$30.00
Portable Sign Installation	No fee (application not required)
Notice Installation	No fee (application not required)

PART B: Rental Fees for Use of Untravelled Portions of Highways, other Lands owned by or under the jurisdiction of the Corporation

Portable Signs	\$30.00 per month
Billboards	\$11.83 per square metre (\$1.10/ft ²), Minimum annual fee of \$140.00
Notices	No fee (not permitted, except where specified by Resolution or by-law of Council)

500 Hwy 11, Mattice ON

Tél.: 705-364-6511

Fax: 705-364-6431

DEMANDE POUR ÉRIGER OU INSTALLER

- une enseigne une enseigne portative un avis un panneau publicitaire

conformément à l'arrêté municipal no. 679 et aux modifications qui s'y rattachent

<p>AUTEUR DE LA DEMANDE:</p> <p>Nom: _____</p> <p>Adresse postale: _____</p> <p>_____</p> <p>Tél: _____</p> <p>Fax: _____</p> <p>e-mail: _____</p>	<p>PROPRIÉTAIRE DE L'ENSEIGNE:</p> <p><input type="checkbox"/> même que L'AUTEUR DE LA DEMANDE ou</p> <p>Nom: _____</p> <p>Adresse postale: _____</p> <p>_____</p> <p>Tél: _____</p> <p>Fax: _____</p> <p>e-mail: _____</p>
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INSTALLATEUR DE L'ENSEIGNE: même que L'AUTEUR DE LA DEMANDE ou:

Nom: _____

Adresse postale: _____

Tél: _____ Fax: _____ E-mail: _____

EMPLACEMENT PROPOSÉ - PROPRIÉTÉ PRIVÉE:

Parcelle _____ Lot/partie _____ Plan _____ Lot/Concession _____

Canton _____ Adresse municipale _____

Propriétaire: même que L'AUTEUR DE LA DEMANDE ou: Nom: _____

Adresse postale: _____

Tél: _____ Fax: _____ E-mail: _____

Je soussigné, _____, déclare solennellement que j'ai nommé
nom du/des propriétaire(s)

_____ mon agent aux fins de cette demande et que j'ai autorisé
nom de l'agent

l'érection / installation de cet/cette: enseigne enseigne portative avis
 panneau publicitaire, sur ma propriété.

Date

Signature du/des propriétaire(s)

EMPLACEMENT PROPOSÉ - TERRAIN MUNICIPAL:

Parcelle _____ Lot/partie/plan _____ Lot/Concession _____ Canton _____

ou portion peu fréquentée de route entre _____

SPÉCIFICATIONS:

- Enseigne Enseigne portative Panneau publicitaire d'une surface de moins de 5.65m²
- Avis Panneau publicitaire d'une surface de plus de 5.65m²

DIMENSIONS	SURFACE OU FACE	ENSEMBLE
Longueur		
Hauteur		(au-dessus du niveau fini du sol)

