

Overview:

The County has developed amendments to their sign By-law, which will have some impacts on the municipality. Comments are being solicited and are due by June 20th, 2020. On May 7th, Martina Chait-Hartwig and myself had a phone conference call with relevant County Staff to discuss some of the comments mentioned hereafter.

Staff comments from the Building Department would be related to the OBC requirements for signs, as well as the delegation of authority (relating to the OBC), the area responsible for the municipality, and lastly the order of process for sign permits.

In the proposed Sign By-law, 3.4.2. outlines some of the sign permit requirements, but (e)(f) speak to the heights, which seem to be arbitrarily determined. Contrary to 3.4.2.(f), all signs would require approval by the lower tier. Signs over 7.5m in height would require general review by a professional engineer or architect, but signs below that would need to be designed by a Building Designer (engineer, architect, or BCIN holder).

Also, the inspection of these signs will need to be inspected by a Building Official, not be someone designated by the Director, as stated in 3.5.1. of the by-law.

I believe the order of process should be that they receive approval of the sign permit subject to the building permit approval process, so that we aren't processing (and charging) for permit applications for signs that do not comply with the sign by-law.

With respect to the areas in which the lower tier municipality would be responsible, my comment would be that the recommendation that the lower tier be responsible for the settlement areas as designated under the County Official Plan is appropriate, as outlined in Section 6.1 (i).

At the County Staff request, comments should also be garnered regarding the placement of election signs on County Roads, as outlined in Schedule "C". Staff have no comments regarding this section.

Conclusion:

That the County is proposing amendments to their Sign By-law and Staff/Council have been requested to make comments regarding the proposed By-law.

Recommendation:

That the Building Department-2020-06 report, dated June 10, 2020, regarding County Sign By-law Comments be received and that staff be authorized to forward these comments to the County.

Financial Impact: None.

Strategic Plan Applicability: None.

Sustainability Plan Applicability: None.

Report Approval Details

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| Document Title: | County Sign By-law.docx |
| Attachments: | - Draft County Sign By-law.pdf |
| Final Approval Date: | Jun 11, 2020 |

This report and all of its attachments were approved and signed as outlined below:

Crystal McMillan

Martina Chait-Hartwig