



Memorandum

700 North Road Gabriola Island, BC V0R 1X3

Telephone 250. 247-2063 FAX: 250. 247-7514

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC 1.800.663.7867

northinfo@islandstrust.bc.ca www.islandstrust.bc.ca

Date December 9, 2016 File Number GB-6500-20 – Roadside Signage LTC Project

To Gabriola Island Advisory Planning Commission

From Teresa Rittemann
A/Planner 2

Re Local Trust Committee Referral – Proposed Bylaw 291

At their November 10, 2016 regular business meeting, the Gabriola Island Local Trust Committee (LTC) gave First Reading to draft Bylaw No. 291, and passed a resolution to refer the proposed bylaw to the Gabriola Island Advisory Planning Commission for review and comment. The intent of the Bylaw, if adopted, is to amend the existing Gabriola Island Land Use Bylaw with respect to changes to signage regulations and definitions on Gabriola Island.

Please review the proposed regulations with a focus on the feasibility and applicability of the proposed regulations. Islands Trust Planning Staff asks specifically for comments on the provisions of Proposed Bylaw No. 291 to adequately address:

- temporary signs;
- the location and permitted sizes of signs;
- obsolete and derelict signs;
- multi-party signs;
- third party signs;
- illuminated signs; and
- definitions

Staff reports and other background materials related to the proposed bylaw can be viewed on our website at:
<http://islandstrust.bc.ca/islands/local-trust-areas/gabriola/projects-initiatives/roadside-signage-regulations-review/>

As an independent review body the APC is entitled to approach the review process in the manner which they feel is most appropriate. However, I would be happy to make the necessary arrangements to attend the APC meeting in order to provide clarifications or answers to questions that the members may need or wish for. I would appreciate it if you could contact me when you have determined the details of your meeting date and time. It would be greatly appreciated if the APC review could be completed prior to **January 20, 2017** in time for your report to be included as part of the February 9th LTC meeting considerations.

Thank you in advance for your participation in this review process.

Teresa Rittemann
A/Planner 2
trittermann@islandstrust.bc.ca or 250-247-2200

Enclosures:

1. Proposed Bylaw No. 291
2. Existing Signage Regulations (for comparison)

PROPOSED

GABRIOLA ISLAND LOCAL TRUST COMMITTEE BYLAW NO. 291

A BYLAW TO AMEND THE GABRIOLA ISLAND LAND USE BYLAW NO. 177, 1999

The Gabriola Island Local Trust Committee, being the Trust Committee having jurisdiction in respect of the Gabriola Island Local Trust Area under the *Islands Trust Act*, enacts as follows:

1. Citation:

This bylaw may be cited for all purposes as “Gabriola Island Land Use Bylaw, 1999, Amendment No. 2, 2016”.

2. Gabriola Island Local Trust Committee Bylaw No. 177, cited as “Gabriola Island Land Use Bylaw, 1999,” is amended as shown on Schedule 1 attached to and forming part of this bylaw.

READ A FIRST TIME THIS	10 TH	DAY OF	NOVEMBER	2016
PUBLIC HEARING HELD THIS	_____	DAY OF	_____	201X
READ A SECOND TIME THIS	_____	DAY OF	_____	201X
READ A THIRD TIME THIS	_____	DAY OF	_____	201X
APPROVED BY THE EXECUTIVE COMMITTEE OF THE ISLANDS TRUST THIS	_____	DAY OF	_____	201X
ADOPTED THIS	_____	DAY OF	_____	201X

Chair

Secretary

Gabriola Island Local Trust Committee

Bylaw No. 291

Schedule 1

Schedule “A” of the Gabriola Island Land Use Bylaw No. 177 cited as the “Gabriola Island Land Use Bylaw No. 177, 1999 is amended as follows:

1. Section **B.4 SIGNS** is deleted in its entirety, and replaced with the following:

“B.4 SIGNS**B.4.1. Number and Total Sign Area**

- B.4.1.1 Every *sign*, excepting those exempted in Subsection B.4.2, must comply with the provisions in Table 1.

Table 1: Sign Regulations		
Column 1	Column 2	Column 3
Zone	Maximum Number of Signs Permitted	Maximum Total Sign Area Permitted
Residential Zones		
SRR, LRR	n/a	1.5 sq.m (16.1 sq.ft) per lot
SSN	2 per lot	4.0 sq.m (43.0 sq.ft) per lot
Resource Zones		
AG, F, FWR1, GP, R, RC, RR1	n/a	1.5 sq.m (16.1 sq.ft) per lot
GC	n/a	4.0 sq.m (43.0 sq.ft) per lot
Commercial and Industrial Zones		
VC1, VC2, DC1	2 per business	4.0 sq.m (43.0 sq.ft) per business
LC1, LC2, LC3, FP	2 per business	4.0 sq.m (43.0 sq.ft) per business
TC1, TC2	2 per lot	4.0 sq.m (43.0 sq.ft) per lot
I	2 per business	4.0 sq.m (43.0 sq.ft) per business
Recreation and Institutional Zones		
IN1, IN2, IN3, IN4, YC	2 per lot	4.0 sq.m (43.0 sq.ft) per lot
P1, P2, P3	n/a	n/a
Water Zones		
WP1, WP2, WP3	n/a	n/a
WC1, WC2, WC3, WC4, WI1, WI2, WI3, WYC	2 per water lot or lease	4.0 sq.m (43.0 sq.ft) per water lot or lease
WG	n/a	1.5 sq.m (16.1 sq.ft) per sign

Information Note: All signs located in a public highway, access road, or road right-of-way are within the jurisdiction of the Ministry of Transportation and Infrastructure (MOTI), and therefore must first obtain the permission of MOTI, and must not interfere with other signs, pedestrians, cyclists, or motorists' ability to see or navigate such roadways.

B.4.2 Exempted Signs

- B.4.2.1 Signs exempted from the provisions of this section are:
- a. Signs sited and maintained by government agencies, including signs for public safety or traffic; and
 - b. Commemorative, historical, and interpretive signs.

B.4.3 Temporary signs

- B.4.3.1 Notwithstanding B.4.1.1, real estate *signs* may be temporarily displayed in any *zone*, subject to:
- a. one *sign* not exceeding 1.1 square metres (12.0 square feet) in *sign area*;
 - b. the *sign* being located on the same *lot* as where the sale is occurring; and
 - c. the *sign* being removed within two weeks of sale.
- B.4.3.2 Notwithstanding B.4.1.1, *temporary signs* advertising a special community event or educational course may be temporarily displayed in any *zone*, subject to:
- a. the *sign* not exceeding 0.55 square metres (6.0 square feet) in *sign area*,
 - b. despite clause a. above, banners must not exceed 4.0 square metres (43.0 square feet) in *sign area*;
 - c. the *sign* being displayed for a maximum of three weeks prior to the event; and
 - d. the *sign* being removed within 72 hours of the conclusion of the event.
- B.4.3.3 Notwithstanding B.4.1.1, *temporary directional signs* for the purpose of directing traffic to a *home occupation* may be temporarily displayed only in a residential or resource *zone*, subject to:
- a. the *sign* not exceeding 0.55 square metres (6.0 square feet) in *sign area*; and
 - b. the *sign* must not be displayed for more than 12 consecutive hours.
- B.4.3.4 Notwithstanding B.4.1.1, *temporary directional signs* for the purpose of directing traffic to an institution or business (other than a home occupation) may be temporarily displayed in any *zone*, subject to:
- a. the *sign* not exceeding 0.55 square metres (6.0 square feet) in *sign area*;
 - b. the *sign* must not be displayed for more than 12 consecutive hours; and
 - c. the *sign* must be located, erected, or displayed on the same *lot* as where the business or institutional use is occurring.

B.4.4 Home Occupation signs

- B.4.4.1 Notwithstanding B.4.1.1, *home occupation signs* are permitted, subject to:
- a. a maximum of one *sign* per lot;
 - b. the *sign* not exceeding 0.55 square metres (6.0 square feet) in *sign area*; and
 - c. the *sign* must be located on the same lot in which the *home occupation* is occurring.

B.4.5 Obsolete Signs & Derelict Signs

- B.4.5.1 *Obsolete signs* and *derelict signs* must be removed within thirty days after the *sign* becomes *obsolete* or *derelict*.
- B.4.5.2 *Obsolete signs* and *derelict signs* may be removed at the discretion of the Gabriola Island Local Trust Committee.

B.4.6 Multi-Party Signs

- B.4.6.1 Despite all other references in this Bylaw, *multi-party signs* which consolidate the direction of traffic to multiple businesses shall:
- a. be limited in *sign area* to 0.2 square metres (2.15 square feet) per business, to a maximum *sign area* of 2.0 square metres (21.5 square feet);
 - b. only be located in non-residential *zones*; and
 - c. not be *temporary signs*.

B.4.7 Third Party Signs

- B.4.7.1 Notwithstanding B.4.1.1, *third party signs* are permitted, subject to:
- a. a maximum of one *third party sign* per lot; and
 - b. the *third party sign* not exceeding 0.55 square metres (6.0 square feet) in *sign area*.

B.4.8 Illuminated Signs

- B.4.8.1 *Internally illuminated signs* are prohibited, except where they occur as *window signs* for the purpose of displaying business hours of operation and opening, or for fuel price *signs* where only the numbers and symbols are illuminated.
- B.4.8.2 *Externally illuminated signs* must have a light source which deflects light away from the sky and towards the surface of the *sign*, and which is completely shielded from view.

Information Note: For the purposes of this bylaw, *signs* illuminated with reflective material are considered to be *externally illuminated*.

2. **PART G – DEFINITIONS**, Section **G.1 DEFINITIONS** is amended by adding the following definitions in alphabetic order:

- i. “*sign* means any device or medium, including its supporting *structure* and lighting or electrical system, which is visible from any street or lot, and which is used to attract attention for advertising, direction, information, or identification purposes.”
- ii. “*sign area* means the entire area within a continuous perimeter, enclosing the extreme limits of a *sign* display, including any frame or border; and for these purposes, the area of a double-faced *sign* is considered to be the area of one face only.”
- iii. “*sign, derelict* means any *sign* which has been abandoned, discarded, or otherwise neglectfully maintained to such an extent that it has fallen into disrepair.”
- iv. “*sign, externally illuminated* means any *sign* lit by a separate light source that casts light directly on the face of the *sign*.”
- v. “*sign, internally illuminated* means any *sign* lit directly or indirectly by a light source located within the *sign* itself, and includes illumination designed to project light against the surface behind the *sign* lettering or graphic, commonly referred to as back-lighting or halo-lighting.”
- vi. “*sign, multi-party* means any *sign* which consolidates the direction of pedestrians, cyclists, vehicles, or other traffic to multiple businesses, excluding *home occupations*.”
- vii. “*sign, obsolete* means any *sign* which is no longer relevant because of the discontinuance of the business, service, activity or event which it advertises or directs attention to.”
- viii. “*sign, temporary* means any *sign* which is portable in nature and is displayed for a specified time limit.”
- ix. “*sign, temporary directional* means any *sign* which is portable in nature, is displayed for a specified time limit, and which directs pedestrians, cyclists, vehicles, or other traffic to an institution or a business, including a *home occupation*.”
- x. “*sign, third party* means a *sign* that advertises or directs attention to an occupancy of land, a use, product, location, or other matter at a location other than where the *sign* is located, erected, or displayed. For the purposes of this bylaw, a *multi-party sign* is not considered a *third party sign*.”
- xi. “*sign, window* means a *sign* within a building, affixed on or located within 600mm of the inside of a window.”



B.4 SIGNS

B.4.1. Number and Total Area

B.4.1.1 Every sign, excepting those exempted in Subsection B.4.2, must comply with the provisions in Table 1.

BL 187
BL 226

Table 1: Sign Regulations		
Column 1	Column 2	Column 3
<i>Zone</i>	Maximum Number of Signs Permitted	Maximum Total Sign Area Permitted
Residential Zones		
SRR, LRR	n/a	1.5 sq.m (16.1 sq.ft) per lot
SSN	2 per lot	4.0 sq.m (43.0 sq.ft) per lot
Resource Zones		
AG, F, R, GP	n/a	1.5 sq.m (16.1 sq.ft) per lot
Commercial and Industrial Zones		
VC1, VC2, DC1	2 per business	4.0 sq.m (43.0 sq.ft) per business
LC1, LC2, LC3, FP	2 per business	4.0 sq.m (43.0 sq.ft) per business
TC1, TC2	2 per lot	4.0 sq.m (43.0 sq.ft) per lot
I	2 per business	4.0 sq.m (43.0 sq.ft) per business
Recreation and Institutional Zones		
IN1, IN2, IN3, IN4	2 per lot	4.0 sq.m (43.0 sq.ft) per lot
P1, P2, P3	n/a	2.5 sq.m (27.0 sq.ft) per park entrance
Water Zones		
WG, WP1, WP2, WP3	n/a	n/a
WC1, WC2, WC3, WC4, WI1, WI2, WI3	2 per water lot or lease	4.0 sq.m (43.0 sq.ft) per water lot or lease

BL 261

BL 187

BL 226

B.4.1.2 Real estate signs on individual properties for sale may be temporarily displayed in any zone, subject to the sign not exceeding 1.1 square metres (12.0 square feet) in area and being located on the subject property. Such signs are to be removed within two weeks of sale.

B.4.1.3 Illuminated signs are not permitted.

B.4.1.4 Home occupations are permitted one sign per lot up to a maximum sign area of 0.3 square metres (3.2 square feet). This area is included within, and not in addition to, the areas noted in Column 3, "Maximum Total Sign Area Permitted", of Table 1.

B.4.2 Exempted Signs

BL 272

- B.4.2.1** Signs exempted from the provisions of Subsection B.4.1 are:
- a. directional, traffic and marine navigational signs sited and maintained by government agencies; and
 - b. interpretive and directional signs sited and maintained by government agencies in the P1, P2 and P3 zones.

BL 226

B.4.3 Prohibited Signs

B.4.3.1 Third party signs exceeding 0.3 square metres (3.2 square feet) in area are prohibited.



Minutes of the Gabriola Island Advisory Planning Commission

Date of Meeting:	January 9, 2017
Location:	Islands Trust Office 700 North Road, Gabriola, BC
APC Members Present:	Madeleine Ani, Chair Kees Langeries, Secretary Stuart Denholm Bob Andrew Anne Landry
Staff Present:	Sonja Zupanec, Island Planner Teresa Ritemann, Planner 1 Lisa Millard, Recorder
Others Present:	Heather O'Sullivan, Local Trustee There were 4 members of the public in attendance

1. CALL TO ORDER

Chair Ani called the meeting to order at 5:36 pm.

2. APPROVAL OF AGENDA

By general consent the agenda was approved as presented.

3. MINUTES

3.1 Gabriola Advisory Planning Commission Draft Minutes dated October 18, 2016

By general consent the minutes dated October 18, 2016 were adopted.

4. SIGNAGE REFERRAL – Proposed Amendment to Bylaw No. 291

4.1 Staff Report

Planner Ritemann made a power point presentation regarding the Roadside Signage project and highlighted the following:

- Project timeline.
- To date two Community Information Meetings had been held, a survey had been conducted, Draft Bylaw No. 291 had gone to first reading and had been sent out for referral.
- A Public Hearing will be held following receipt of the referral responses.
- The focus of this Advisory Planning Commission (APC) discussion.

Discussion ensued and the following was clarified:

- Proposed Bylaw No 291 applies to private land only, not to MOTI roadways.
- In addition to the Gabriola APC, the bylaw was referred to the Ministry of Transportation and Infrastructure (MOTI), the Gabriola Arts Council (GAC), the Gabriola Chamber of Commerce (GICC), Islands Trust Bylaw Enforcement, and the Snuneymuxw First Nation for comment.
- In Table 1 – Sign Regulations Column 3 the maximum total sign area permitted refers to the total area that all sign(s) can be within a specific zone.

Discussion ensued regarding the Information Note located in Schedule 1 under Table 1 – Sign Regulations about signs located within MOTI's jurisdiction and the following points were made:

- The Local Trust Committee (LTC) cannot make rules for signage placed within areas that are under the jurisdiction of MOTI.
- The LTC can define what can be done within its own jurisdiction.
- Businesses within specific categories can apply to MOTI for supplemental signage. There is no cost to make an application, however, it is unclear who pays for maintenance of said signage. It is also unknown how long the process takes.

4.2 Discuss and comment on feasibility and applicability of proposed signage regulations with regard to:

- **Temporary signs;**
- **The location of permitted sizes of signs;**
- **Obsolete and derelict signs;**
- **Multi-party signs;**
- **Third party signs;**
- **Illuminated signs; and**
- **Definitions.**

The APC discussed each of the sections of proposed Bylaw No. 291, Schedule 1, and the following points were made:

B.4.2 Exempted Signs

B.4.2.1

- Commemorative, historical and interpretive signs are not necessarily signs installed by a government agency and are therefore correctly shown as a separate exemption.

B.4.3 Temporary Signs

B.4.3.1

- It might not be advisable to restrict the number of real estate signs to one due to lot size, lot configuration, or on waterfront lots.
- Often there is one For Sale sign and a separate Sold sign particularly when different real estate companies list and sell the property.

- **It is recommended that the LTC re-consider the number of real estate signs allowed per lot.**

B.4.3.2

- It was confirmed that under this section multiple signs are permitted and that these could be third party signs.
- It was noted that the three week display period was adequate.
- There were no recommendations made for this clause.

B.4.3.3

- It was clarified that this clause refers to directional signage which is not necessarily placed on one's own lot.
- There were no recommendations made for this clause.

B.4.3.4

- It was clarified that a directional sign can in fact be considered directional even when located on the same lot as where the business is occurring.
- It was noted that a business is already allowed two signs and if they also use a temporary directional sign under this clause then they would in effect have three signs on the lot in which the business is being conducted.
- There were no recommendations made for this clause.

B.4.4 Home Occupation Signs

B.4.4.1

- There were no recommendations made for this clause.

B.4.5 Obsolete Signs & Derelict Signs

B.4.5.1

- An APC Member wondered if the language used makes it implicit that the same person or agency that puts a sign up under this clause must also take the sign down.
- There were no recommendations made for this clause.

B.4.6 Multi-Party Signs

B.4.6.1

- Section b indicates that signs under this clause can only be located in non-residential zones and it was noted that this may not be feasible as many non-residential areas are surrounded by residential areas.
- It was noted that the term "despite all other references" seems too broad and should refer to section B.4.6.1.b only, or use same language "Notwithstanding B.4.1.1..." as other previous clauses do.

B.4.7 Third Party Signs

B.4.7.1

- It was noted by one APC Member that consideration might be taken to allow more than one sign under this clause on larger lots however no specific recommendations were made.

B.4.8 Illuminated Signs

B.4.8.1 and B.4.8.2

- It was noted that clause B.4.8.1 relates to internally illuminated signs and refers to business hours of operations or fuel price signs while B.4.8.2 relates to externally illuminated signs and does not specifically refer to businesses or fuel prices. Staff clarified that this clause is not intended to relate to businesses only.
- There were no recommendations made for this clause.

PART G Definitions

- It was suggested that in each of the points in this section that the closing quotation mark be made following the word sign and not at the end of the sentence as follows: “sign”
- In Part G (iii) It was noted by one APC Member that the terms abandoned and discarded are not necessarily clear and should be defined.
- In Part G (x) It was suggested that the word service be added to the list of things that third party signs direct attention to: i.e.) occupancy of land, a use, product, location, service, or other matter.

GB-APC-2017-001

It was MOVED AND SECONDED

that the Gabriola Island Advisory Planning Commission requests that the Gabriola Island Local Trust Committee review the minutes of the January 9, 2017 Advisory Planning Commission meeting.

CARRIED

5. ADJOURNMENT

By general consent, the meeting was adjourned at 7:11pm.

Madeleine Ani, Chair

Certified Correct:

Lisa Millard, Recorder