




P.O. Box 1749  
Halifax, Nova Scotia  
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**Item No. 11.1.3**  
**Halifax Regional Council**  
**October 21, 2014**

**TO:** Mayor Savage and Members of Halifax Regional Council

**SUBMITTED BY:** Original signed by   
Richard Butts, Chief Administrative Officer

Original Signed by   
Mike Labrecque, Deputy Chief Administrative Officer

**DATE:** October 10, 2014

**SUBJECT:** Temporary Sign By-law Amendments

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**Supplementary Report**

**ORIGIN**

- October 24, 2006, Regional Council motion directing staff to prepare amendments limiting the use of mobile signs within the Cole Harbour / Westphal and Sackville Drive plan areas and the period of time that Mobile Signs may be permitted;
- November 13, 2007, Regional Council motion directing staff to review the sandwich boards signs provisions of the Temporary Sign By-law;
- June 10, 2008, Regional Council received an Information Report update on the status of the amendments to the Temporary sign By-law;
- August 4, 2009, Regional Council initiation of amendments of By-law S-800 respecting requirements for the licencing of temporary signs;
- September 11, 2012, Regional Council deferral of amendments to the Temporary Sign By-law regarding election signs.
- December 10, 2013, Regional Council motion to refer the Temporary Sign By-law Amendments recommendation report to Committee of the Whole;
- April 15, 2014, Committee of the Whole motion to refer First Reading of Proposed By-law S-801 to Regional Council, upon receipt of a supplemental staff report;

**LEGISLATIVE AUTHORITY**

- *Halifax Regional Municipality Charter*, Part VII, Section 186 – the power to “(a) license, includes the power to regulate; (b) regulate, includes the power to license; and (c) regulate includes the power to prohibit”.
- *Halifax Regional Municipality Charter*, Part VII, Section 188 including “The Council may make by-laws, for municipal purposes, respecting (a). (c) persons, activities and things in, on or near a public place or place that is open to the public;

## **RECOMMENDATIONS**

It is recommended that Halifax Regional Council:

1. Move first reading and schedule a public hearing to consider the adoption of the proposed By-law S-801 – A By-law Respecting Licensing of Temporary Signs, as contained in Attachment A, to replace By-law S-800 – A By-law Respecting the Requirements for the Licensing of Temporary Signs;
2. Repeal By-law S-800 – A By-law Respecting Requirements for the Licensing of Temporary Signs, the existing by-law that regulates temporary signs; and
3. Adopt the proposed amendments to Administrative Order 15, as contained in Attachment E.

## **BACKGROUND**

At the April 15<sup>th</sup> meeting of the Committee of the Whole, Staff made a presentation to Council regarding the proposed By-law S-801 – A By-law Respecting Licensing of Temporary Signs.

Following the discussion at Committee of the Whole, the Committee recommended that Halifax Regional

**MOVED by Councillor Karsten, seconded by Councillor Whitman, that Committee of the Whole recommend that Halifax Regional Council:**

1. **Request a staff report and a draft amendment permitting additional temporary signage on private property of a business which is separate and apart from the property that the business is located.**
2. **Amend Section 12, subsection (5) to add the words after Community Event ‘other than a license for box signs under subsection (4)’.**
3. **Request a supplementary report with regard to Section 12(2), to address the possibility of including wrap around type advertising banners on light standards in commercial parking lots.**
4. **Request a supplementary report with definition of what is a poster and what is a business advertisement and what enforcement capability HRM has in this regard. Committee of the Whole Minutes**
5. **Request a supplementary report identifying what has changed from By-law S-800 to the proposed By-law S-801, and to include a discussion of possible amendments to control standards for aesthetics for box and mobile signs.**
6. **Direct staff to amend proposed By-law S801 to provide that election signs not be placed between the sidewalk and street curb during HRM municipal elections.**
7. **Direct staff to engage in industry stakeholder consultation before bringing the supplementary report back to Council.**

## **MOTION PUT AND PASSED**

Further action relative to First Reading was deferred until the supplementary staff report is tabled with Regional Council.

## **DISCUSSION**

***1. Request a staff report and a draft amendment, permitting additional temporary signage on private property of a business which is separate and apart from the property that the business is located.***

The discussion on this item was focused around the example of a business purchasing property at a different location from where the business is located and installing signage on that parcel. The originally proposed language in S-801 would not have allowed that because of the provisions in Clause 10 (2) (b) which stated “No person shall place or permit a sign that advertises a premises other than that for which the license has been issued”.

A new subsection was added to the proposed by-law, entitled “Off-Site Signs”, and new definitions were added to clarify this term. Under provisions of the new section, a box sign or a mobile sign may be placed on a vacant lot owned by that business or company. The new subsection 12(6) is found in the proposed By-law set out as Attachment A to this report.

***2. Amend Subsection 12 (5), to add the words “other than a license for box signs under subsection (4)” after the words “Community Event”.***

As per Council’s request, these words were added to the subsection dealing with Community Event Signs. Due to the addition of other subsections (for Multiple Resident Signs and Off-Site Signs), the subsection dealing with Community Event Signs is renumbered subsection 12(7) as found in the proposed By-law set out as Attachment A to this report.

***3. Request a supplementary report, with reference to Section 12 (2), to address the possibility of including wrap around type advertising banners on light standards in commercial parking lots.***

The following two new definitions were added to section 2 of the proposed by-law being: “Light Standard Sign”, and “Light Standard Banner”. These new definitions, along with new language in subsection 13 (3) exempts these two types of signs from the provisions of this by-law. This should allow the current practices with respect to these types of signs to continue.

***4. Request a supplementary report with definition of what is a poster and what is a business advertisement and what enforcement capability HRM has in this regard.***

Staff completed a rigorous cross-jurisdictional review of poster restrictions in other By-laws. A tabulated comparison of the results is included in Attachment B of this report. The new proposed language dealing with posters is included and begins at section 16 of the proposed By-law set out as Attachment A. In summary, the proposed postering section sets out size limitations, material allowed, poster placement and when posters must be taken down.

With respect to the Council concern of what is a poster versus a business advertisement, the proposed language is silent with respect to the content of a poster. All posters are treated the same in order to not infringe on freedom of expression. It is important to note that the definition of a poster requires that a poster be made of non-rigid materials. Signs made of rigid materials would not be considered posters, and therefore the postering exemptions would not apply to them.

***5. Request a supplementary report identifying what has changed from S-800 to the proposed By-law S-801, and to include a discussion of possible amendments to control standards for aesthetics for box and mobile signs.***

There are two parts to this request. The first is the comparison of what has changed from the existing By-law S-800 to S-801. The table below summarizes the changes to the licensing requirements:

<b>Existing S-800</b>	<b>Proposed S-801</b>
<b><u>Signs that do not Require a License:</u></b> Right-of-Way Advertising Posters Inflatable Signs	<b><u>Signs that do not Require a License:</u></b> Sandwich Board Signs on private property Short Term Signs on private property Light Standard Signs on private property Light Standard Banners on private property Posters Election Signs
<b><u>Private Property, License Required:</u></b> Special Event Signs Mobile Signs Banner Signs Planter Box Signs Grand Opening Signs Moving Signs Multiple Special Event Signs Apartment Building (for rent) Signs	<b><u>Private Property, License Required:</u></b> Inflatable Signs Banner Signs Mobile Signs Box Signs Community Event Signs Multiple Resident Signs Off-Site Sign
<b><u>Municipal Property, License Required:</u></b> Posters on Municipal Kiosks/Notice Boards Sandwich Board	<b><u>Municipal Property, License Required:</u></b> Community Event Signs Right-of-Way Sandwich Board Signs

With respect to the concern about the aesthetics of signs, the ability to enforce is available through Section 9 (3) and (4) which requires the owner of a sign to keep the sign in good repair. If a property owner does not comply, HRM has the ability to issue an Order and ultimately remove the sign. If a complaint is filed about the aesthetic condition of a sign, staff will conduct a site inspection, evaluate the condition of the sign and take action as required.

***6. Direct staff to amend proposed By-law S-801 to provide that election signs not be placed between the sidewalk and the curb during a municipal election.***

The addition to the proposed By-law S-801, in keeping with the amendment passed by Halifax Regional Council on April 15, 2014 is included as the new section 25A found in the proposed By-law set out as Attachment A to this report.

For the reasons outlined in the legal advice contained in the October 21, 2014 Private and Confidential Staff In Camera Recommendation Report, staff do not recommend that Regional Council adopt the addition as proposed.

Regional Council has an alternative that they may consider. The alternative is provided in the alternative section of this supplementary staff report.

***7. Direct staff to engage in industry stakeholder consultation before bringing the report back to Halifax Regional Council.***

As per Council direction, Staff held two sessions with industry stakeholders (see below).

**Multiple Resident Signs**

In the proposed By-law S-801 that was presented to COW on April 15, 2014 there was no section dealing with Multiple Resident Signs. The by-law currently in force, S-800, has a section dealing with Apartment Building Signs (section 6.8). With the exception of minor housekeeping changes, the provisions of the section dealing with Multiple Resident Signs (section 12(5)) are substantially the same as Apartment Building Signs from By-law S-800.

Please note: all changes made to the proposed by-law in conjunction with these requests are highlighted in the versions attached to this report. Highlighting will be removed in the final published version.

## **FINANCIAL IMPLICATIONS**

Implementation of the proposed By-law S-801 can be achieved with minimal cost implications using existing resources, provided enforcement continue to be on a reactive basis.

## **COMMUNITY ENGAGEMENT**

As per item #8 in the Discussion section of this report, industry stakeholder meetings were held on May 14, 2014 and May 28, 2014. These meetings were attended by representatives from the Temporary Sign industry and the Permanent Sign industry. During the meetings, staff presented the proposed changes to the By-law. The key points for Council's consideration based on the feedback and comments received are as follows:

- 1. Removing the "up and down" time for mobile signs is contrary to the intent of a temporary sign and could be considered permanent.***

This comment originated from a representative from the permanent sign industry. The proposed fee structure would not make it economical to license a mobile for an extended period at \$30 per month (\$360 per year) versus and box sign at \$100 annually. Further, mobile signs, as defined, cannot be permanently fixed to the ground.

- 2. Amending the current setback requirements of 15 feet from a curb or 23 feet where there's no curb, to a standard 20 feet would create a hardship for those signs that are placed in accordance with the current 15 foot requirement.***

Staff recommends this amendment and changes have been incorporated in the proposed bylaw as Attachment A.

- 3. Request to permit a similar duration for inflatable signs as mobile signs. The amended by-law proposes an increase to 30 days with a license verses the current requirement of 14 day without a license.***

Staff believe the increase to 30 days is adequate but will consider Councils direction on this item.

- 4. Maintain the current requirement for calculating the maximum size of a banner at 10% of the building wall to which it is affixed. The amended bylaw proposes a maximum to 100 square feet.***

Staff recommends this amendment and changes have been incorporated in the proposed bylaw as Attachment A.

- 5. Include provisions to permit temporary signage for future development or "coming soon" signs for multi-unit residential, industrial, commercial or institutional projects. Currently, most land use by-laws permit signage that is incidental to construction in progress.***

Staff do not recommend this change to the bylaw. Permitting signs of this nature to be placed is pre-determining that a development is authorized before any review has been completed through the permitting process or Council decision has been made though the planning process.

- 6. Request that the separation distance between signs be reduced to 30m (100') rather than the proposed 38m (125').***

Staff believe the proposed 125' separation distance is adequate and provides a consistent measurement between mobiles and box signs. Any further reduction would permit additional signs on properties with extensive street frontage and would result in further sign clutter.

**7. Request that Multi Special Event signs not be removed from the by-law.**

Under the current bylaw, Section 6.7 permits up to 10 mobile signs for fourteen (14) days, twice a year, on larger commercial zoned properties. This was removed in the proposed bylaw as very few, if any, licenses were issued under this section. Staff to consider Councils direction on this item.

**8. Request that mobile signs be allowed for larger buildings along Bedford Hwy, Bayer's Road, Barrington Street, Highfield Park, South Park, etc.**

Staff recommends maintaining a consistent approach to the size of temporary signs for all areas.

**9. With respect to restrictions on temporary signs, the industry expressed a desire for uniformity of land-use by-laws throughout all of HRM.**

Staff to consider Councils direction on this item to either maintain the proposed restriction in specific plan areas or remove them from the bylaw.

**ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

**ALTERNATIVES**

1. Council could rescind the amendment banning the placement of election signs between the curb and the sidewalk during municipal elections, made by motion of April 15, 2014, and move first reading and schedule a public hearing to consider the adoption of the proposed By-law S-801 – A By-law Respecting Licensing of Temporary Signs, as set out in Attachment C, to replace By-law S-800 – A By-law Respecting the Requirements for the Licensing of Temporary Signs

**ATTACHMENTS**

- Attachment A – Proposed By-law S-801
- Attachment B – Cross-jurisdictional Comparison of Poster Restrictions
- Attachment C – Proposed By-law S-801 removing reference to municipal election sign placement
- Attachment D – Proposed Changes to AO 15
- Attachment E – Amending AO
- Attachment F – Incorporating Proposed Changes to AO15

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.php> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 902.490.4210, or Fax 902.490.4208.

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Original Signed

Financial Approval by: Original Signed by Director  
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**BY-LAW NUMBER S-801**

**A BY-LAW RESPECTING LICENSING OF TEMPORARY SIGNS**



**Halifax Regional Municipality  
By-law S-801  
Respecting Licensing of Temporary Signs**

**BE IT ENACTED** by the Council of Halifax Regional Municipality pursuant to Halifax Regional Charter as follows:

**PART I: INTERPRETATION**

**Number and Short Title**

- 1** This By-law shall be known as By-law S-801, and may be cited as the “By-law for Temporary Signs”.

**Definitions**

- 2** In this By-law,
- (a) “Appeals Committee” means the Committee as established by By-law A-100, the Appeals Committee By-law;
  - (b) “Banner” means a non-rigid temporary sign made of cloth, canvas, plastic or other light weight non-rigid material that is used or functions as a sign;
  - (c) “Box Sign” means a sign that has a wooden box-shaped base with an enclosed weighted system, a double-sided sign and a decorative header above the sign face;
  - (d) “Business Site” means a group of businesses which share common site services such as parking and access;
  - (e) “Candidate” means a candidate under the *Municipal Elections Act*, R.S.N.S., 1989, c.300, as amended; *Elections Act*, S.N.S, 2011 c. 5, as amended; *Canada Elections Act*, 2000 S.C., c. 9, as amended;
  - (f) “Community Event” means any of the following:
    - (i) not for profit events,
    - (ii) public information meetings,
    - (iii) festivals,
    - (iv) performances,
    - (v) sport activities,
    - (vi) religious events, or
    - (vii) cultural events;
  - (g) “Daylighting Triangle” means a triangular area on a corner lot which is formed by front lot line and a flankage lot line and a straight line which intersects 6.1 metres from the corner where they meet;
  - (h) “Election” means:
    - (i) a federal, provincial or municipal election;

- (ii) a Halifax Regional School Board election;
  - (iii) a Conseil scolaire acadien provincial election;
  - (iv) a special election or by-election;
  - (v) a plebiscite; and
  - (vi) a referendum;
- (i) “Election sign” means:
  - (i) a sign that promotes a candidate for an election; or
  - (ii) a sign that promotes an approval or disapproval in respect of the question being posed in a referendum or plebiscite;
- (j) “Engineer” means the Engineer of the Municipality and includes a person acting under the supervision and direction of the Engineer;
- (k) “Height” means with reference to a sign, the vertical distance of a sign between the lowest point of grade adjacent or below the sign and the highest point of the sign;
- (l) “HRM” means Halifax Regional Municipality;
- (m) “Inflatable Sign” means a non-rigid, gas or air filled bag or balloon used to advertise or attract attention;
- (n) “Kiosk” means a structure placed on a street within the Municipality for the purpose of posting posters;
- (o) “License Administrator” means the person or persons designated by the Chief Administrative Officer and includes a person acting under the supervision and direction of the License Administrator;
- (p) “Light Standard Banner” means a banner mounted on a light standard located entirely on private property;
- (q) “Light Standard Sign” means a rigid temporary sign mounted on a light standard located entirely on private property;
- (r) “Mobile Sign” means a temporary sign specifically designed or intended to be readily moved, not affixed to a building or foundation and which does not rely on a building or fixed foundation for its structural support;
- (s) “Multiple Resident Sign” means a temporary sign used to advertise leasehold vacancies in buildings with dwelling units;
- (t) “Municipality” means the Halifax Regional Municipality and HRM;
- (u) “Municipal Property” means a property, other than a street right of way, owned by or under the control of the Municipality or any of its agencies, boards or commissions;

(v) “Off-Site Sign” means a temporary sign erected and maintained by a person, firm, corporation or business which is intended for display at any location other than the location at which the goods or services advertised are made, manufactured, provided, sold or offered for sale;

(w) “Owner” in respect of the sign means any person:

- (i) who placed or installed the sign,
- (ii) who is in lawful control of the sign,
- (iii) who is described in the sign,
- (iv) whose name or telephone number appears on the sign,
- (v) who is the subject of or otherwise benefits from the message on a sign, or
- (vi) who owns the property on which the sign is situated;

and for the purposes of this By-law there may be more than one owner of a sign;

(x) “Peace Officer” means a police officer or a special constable appointed pursuant to the *Police Act*, S.N.S. 2004, c.31;

(y) “Person” means a natural person, corporation, partnership, an association, firm, agent, trustee, and includes the heirs, executors or other legal representatives of a person, or owner;

(z) “Personal Message” means a conveyance of expression of a personal opinion, that does not identify, describe, promote, advertise or direct readers to a particular land use, event, sale, or business;

(aa) “Place” means:

- (i) affixing, attaching, displaying, erecting or installing; or
- (ii) causing, arranging or directing the affixing, attaching, displaying, erecting or installing of a sign;

(bb) “Poster” means a sign of non-rigid material that uses any colour, form, graphic, illumination, symbol or writing to convey information of any kind to the public;

(cc) “Poster Collar” means a structure installed on a utility pole or other structure for the purpose of posting posters;

(dd) “Premises” means a specific property, and may include all buildings and necessary structures thereon, separate businesses, or an individual business, within a multi-tenant building or business site;

(ee) “Rigid” means a sign face of solid material designed to maintain a flat shape and includes plywood, plastic corrugate, heavy weight cardboard or metal;

(ff) “Sandwich Board Sign” means a temporary sign, freestanding, intended for 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;

- (gg) “Short Term Event” means an event not exceeding seven (7) calendar days;
- (hh) “Sidewalk” means that portion of a street between the curb line and adjacent property line or any part of a street especially set aside for pedestrian travel and separated from the roadway;
- (ii) “Sign” means any structure, medium or device designed to or intended to convey information through the use of words, images, symbols, pictures, logos or any combination thereof for the purpose of providing direction, information, identification, advertisement, business promotion or the promotion of a product, activity, service or idea;
- (jj) “Sign Face” means the area or portion of an advertising structure, including internal holes or vacant spaces, upon which the advertising message is displayed, including those portions used for decoration, outlines or borders. Where letters, logos or images are mounted or hung without backing, the area shall be determined based on the smallest geometric shape which contains the entire advertising message;
- (kk) “Sign License” means a temporary sign license issued under this By-law for the legal placement of a sign;
- (ll) “Street” means all HRM streets, roads, lanes, sidewalks, thoroughfares, bridges and squares, and all curbs, gutters, culverts, and retaining walls in connection therewith and without restricting the generality of the foregoing includes the full right-of-way width;
- (mm) “Temporary Sign” means a sign that is not intended, by its construction, appendage, material or type to be permanent and includes Banners, Box Signs, Inflatable Signs, Mobile Signs, Sandwich Board Signs, Community Event Signs, Posters, Election Signs, and Third Party Signs as defined herein, and all other signs which are not permanent;
- (nn) “Third Party Sign” means a temporary sign that directs attention to a business, profession, activity, commodity, service or entertainment, conducted, sold, promoted or offered elsewhere than on the premises where such sign is located or within the building to which such sign is affixed, but excludes sign manufacturer’s identification plates on temporary signs and Community Event Signs; and
- (oo) “Utility Pole” means a pole installed on a street by the Municipality or a public utility and includes a decorative lamp post, streetlight pole and traffic control signal pole but does not include a privately owned pole.

### **Applicability**

**3**

- (1) This By-law shall apply to all temporary signs in the Municipality. Subject to subsection (3), where the provisions of this By-law conflict with any other By-law,

enactment, ordinance, and statutes of the Municipality, the more restrictive provisions shall prevail unless otherwise stated herein.

- (2) Except as otherwise permitted by the provisions of this By-law, or a Streets and Services Permit, temporary signs are permitted only on lands zoned or otherwise designated by a Land Use By-law for the proposed use which the sign is intended to advertise or promote.
- (3) Where the same words are defined in more than one By-law, the definitions in this By-law shall apply for the purposes of administering this By-law.
- (4) This By-law shall not apply to signs for municipal purposes.
- (5) This By-law shall not apply to a personal message.

#### **Powers of License Administrator**

**4** The License Administrator is authorized and empowered to:

- (1) grant a sign license;
- (2) refuse to grant a sign license;
- (3) suspend a sign license;
- (4) revoke a sign license;
- (5) issue the owner a Notice to comply with this By-law; and
- (6) issue the owner an Order to comply with this By-law.

## **PART II: LICENSING**

#### **Application for Sign License**

**5**

- (1) The applicant for a Sign License shall complete an application in a form prescribed by the License Administrator.
- (2) A separate application shall be made for each Sign License.
- (3) An application for a Sign License shall include:
  - (a) the name of the applicant, and:
    - (i) if the applicant is a natural person, it must be signed by him or her; or

- (ii) if the applicant is a corporation, organization, society or other body, it must be signed by a director or officer who has the authority to bind the corporation, organization, society or other body;
- (b) a written consent from the owner of the premises, if other than the applicant;
- (c) a Certificate of Insurance evidencing proof of insurance and pursuant to Section 15(6) of this By-Law;
- (d) a site plan that shows:
  - (i) the location and type of the proposed sign in relation to curb and sidewalk, if applicable,
  - (ii) edge of travel way and property lines, buildings, landscaped areas, parking, driveways, adjacent streets, and
  - (iii) any other Sign;
- (e) plan, drawn to a metric scale, showing the graphic design and construction materials of the proposed sign;
- (f) written permission by the property owner or approved management company for a Third Party Sign;
- (g) duration of the sign placement;
- (h) payment of fees according to the provisions of Administrative Order No. 15, excepting fees shall be waived for community events;
- (i) any other information required by the License Administrator to evaluate the application under the terms of this By-law.

### **Refusal to Grant a Sign License**

**6** The License Administrator shall refuse to grant a Sign License if:

- (1) the application is incomplete or contains false or misleading information;
- (2) the proposed sign does not comply with the requirements of this By-law; or
- (3) the proposed sign would present a risk of harm to the health or safety of the public, or would constitute a nuisance.

### **Requirements of a Granted Sign License**

**7**

- (1) A Sign License granted by the License Administrator shall:

- (a) specify the expiry date of the license;
  - (b) be clearly displayed in the bottom right hand corner on the sign for which it was issued; and
  - (c) not be removed, except with the consent of the License Administrator.
- (2) Terms and Conditions of the Sign License shall be provided by the License Administrator.

### **Transferability of a Granted Sign License**

**8** A Sign License granted pursuant to this By-law is not transferrable.

## **PART III: TEMPORARY SIGN REQUIREMENTS AND PROVISIONS**

### **Requirements for a Sign License**

**9**

- (1) Every sign requires a Sign License issued under this By-law, except as herein provided.
- (2) Upon expiry, cancellation, suspension or revocation of a Sign License, the sign shall be removed by the owner.
- (3) The owner of a sign shall keep it in a state of good repair at all times.
- (4) Where any sign:
  - (a) is in a state of disrepair;
  - (b) is in a dangerous condition,
  - (c) is in an unsightly condition, or
  - (d) may be a hazard,

the License Administrator may require the owner to remove or repair the sign.

### **General Provisions**

**10**

- (1) No Sign License shall be issued for a sign not listed in this By-law.
- (2) **Unless otherwise provided for in this By-law,** no person shall place or permit a sign that:
  - (a) advertises or intends to advertise a company that is no longer in business or a product or service that is no longer available;

- (b) advertises a premises other than that for which the license has been issued;
- (c) is unsupported or unsecured to the ground or a permanent structure;
- (d) obstructs or interferes with the view of any motorists or pedestrians;
- (e) in the opinion of the Engineer may:
  - (i) be confused with any traffic signal light, control sign or device;
  - (ii) obstruct or interfere with the movement of motorists or pedestrians at any street intersection, any driveway street connection, any railway crossing or bridge;
  - (iii) interfere with traffic control or safety;
  - (iv) produce or cause glare to motorists, pedestrians or neighbouring premises; or
  - (v) moves or appears to move;
- (f) makes use of words, phrases or symbols used in traffic control signs and which, in the opinion of the Engineer, may interfere with traffic control or safety;
- (g) interferes with any warning or instructional sign;
- (h) in relation to a building interferes with any ventilation device, emergency exit, required exit, window, door opening, or any wall opening intended as a means of ingress or egress;
- (i) obstructs any fire hydrant, firefighting hose connection or fire escape;
- (j) interferes with any surface or underground facilities, conduits or lines for water, sewage, gas, electricity or communication equipment;
- (k) is attached to or interferes with any utility wires, utility poles, light standards, traffic signal poles, trees or supports thereof;
- (l) is located within a Daylighting Triangle;
- (m) is located on a center median or island installed within a street;
- (n) is located on the roof of any building, except for Inflatable Signs;
- (o) incorporates a strobe light or flashing light;



- (p) does not have an Sign License affixed to the sign as supplied by the License Administrator at time of issuance;
  - (q) is a Third Party Sign, other than a Community Event Sign;
  - (r) is created by the joining or placement of multiple signs to form a single message.
- (3) Illumination of signs:
- (a) may only be by constant, stationary, shielded light sources, which are solely directed at the sign or are internal to the sign; and
  - (b) shall only be illuminated during hours of operation of the premises to which it relates.
- (4) Mobile Signs are not permitted within the C-1 Zone in Cole Harbour/Westphal Municipal Planning Strategy boundary within the C-1 Zone except for community events as per Section 12(7).
- (5) Mobile Signs are not permitted within the Downtown Dartmouth Secondary Planning Strategy boundary within any zone except for community events as per Section 12(7).
- (6) Box Signs shall not be permitted in areas zoned C-1 within the Cole Harbour/Westphal Municipal Planning Strategy, the Bedford Municipal Planning Strategy, and the Downtown Dartmouth Secondary Planning Strategy

#### **PART IV: SIGNS ON PRIVATE PROPERTY**

- 11** Unless otherwise provided, a sign shall only be permitted on private property subject to the applicable land use regulations and requirements herein.

##### **Signs requiring a Sign License**

- 12** A Sign License is required for the following signs on private property:

##### Inflatable Sign

- (1) A license for an Inflatable sign may be issued provided that:
- (a) such sign shall not be placed for a period exceeding 30 consecutive calendar days;
  - (b) no more than one license will be issued within a 60 calendar day period; and
  - (c) there is no more than one per premises.

### Banner

- (2) A license for a Banner may be issued provided that:
- (a) such sign shall not be placed for a period exceeding 30 consecutive calendar days;
  - (b) no more than one license will be issued within a 60 calendar day period;
  - (c) such sign shall not exceed a maximum of ten percent coverage of the building wall;
  - (d) such sign shall not be affixed to natural objects including trees, stone, retaining walls, and fences; and
  - (e) there is no more than one per premises.

### Mobile Sign

- (3) A license for a Mobile Sign may be issued for a period not exceeding one (1) year provided:
- (a) it has a maximum of two surfaces which shall be back to back, and the sign area of each surface shall not exceed 4.64 square metres (50 square feet) per surface;
  - (b) it shall not exceed 3.0 metres (10 feet) in height;
  - (c) it shall:
    - (i) on a street where there is an existing curb, be set back a minimum of 4.6 metres (15 feet) from the inside of the curb;
    - (ii) on a street where there is no curb, be located no closer than 7.0 metres (23 feet) from the edge of the pavement or travelled way; and
    - (iii) in no case shall the sign be located within the street right-of-way;
  - (d) where the street right-of-way boundary is located closer than the setbacks as stipulated herein, the License Administrator may reduce the setback;
  - (e) it is separated a minimum of 38 metres (125 feet) from any other Mobile or Box Sign; and
  - (f) it shall incorporate a full frame system or equivalent which utilizes pre-formed concrete weights or other acceptable materials for stability but shall not include a fixed foundation nor use sandbags or other loose weights on frame legs.

### Box Signs

- (4) A license for a Box Sign may be issued for a period not exceeding (1) one year provided:
- (a) it has a maximum of two surfaces which shall be back to back, and the sign area of each surface shall not exceed 4.64 square metres (50 square feet) per surface;
  - (b) it shall not exceed 3.6 metres (12 feet) in height including a header which may include the permanent name or logo of the business advertised;
  - (c) it shall:
    - (i) on a street where there is an existing curb, be set back a minimum of 4.6 metres (15 feet) from the inside of the curb;
    - (ii) on a street where there is no curb, be located no closer than 7.0 metres (23 feet) from the edge of the pavement or travelled way; and
    - (ii) in no case shall the sign be located within the street right-of-way;
  - (d) where the street right-of-way boundary is located closer than the setbacks as stipulated herein, the License Administrator may reduce the setback;
  - (e) it is separated a minimum of 38 metres (125 feet) from any Mobile or other Box Sign; and
  - (f) it incorporates an enclosed weighted system as its support with the sign surface forming part of the enclosed weighted system but shall not be a Mobile Sign with the support legs situated within the enclosed weighted system.

### Multiple Resident Signs

- (5) A Sign License for a Multiple Resident Sign may be issued for a period of thirty (30) days twice per year provided that:
- (a) it is on private property;
  - (b) it does not exceed 3.0 metres (10 feet) in height;
  - (c) it is sited as required under this By-law;
  - (d) only one sign per property per street frontage is employed;
  - (e) it advertises the rental of units only on the property for which the license has been issued;

- (f) it is not located within the daylighting triangle for corner lots;
- (g) it is not used in conjunction with a Short Term Event Sign;
- (h) there is a minimum separation distance of 20 feet from any other sign on the property; and
- (i) it is for an apartment building containing more than 50 units.

#### Off-Site Signs

- (6) An off-site sign:
  - (a) may be licensed for a commercial enterprise subject to the approval of the required application and submission of the prescribed fee;
  - (b) shall be a box sign or mobile sign and placed in accordance with subsection 12(3) or (4);
  - (c) shall be permitted on a vacant lot only, such lot being owned by the person placing the sign; and
  - (d) is located on a lot which directly abuts or is directly across a street from the lot containing the business.

#### Signs for Community Events

- (7) A Sign License for a sign advertising a Community Event, other than a license for box signs under subsection 12(4), may be issued provided the sign is not placed for a period exceeding sixty (60) calendar days.

#### **Signs that do not require a Sign License**

- 13** A Sign License is not required for the following sign types placed on private property subject to the conditions set out for each sign type.

#### Sandwich Board

- (1) A Sign License for a Sandwich Board is not required provided that:
  - (a) such sign does not have more than two faces in total, with a maximum dimension of 0.8 metres (2.6 feet) in width and 1.2 metres (4.0 feet) in height per face;
  - (b) such sign shall not exceed more than one per premises; and
  - (c) such sign shall only be displayed during business hours.

#### Signs for Short Term Events

- (2) A Sign License for a sign advertising a Short Term Event is not required provided:
  - (a) HRM is notified 24 hours in advance of:

- (i) the proposed location of the sign,
  - (ii) the type of sign, and
  - (iii) sufficient information to identify the sign, such as the event advertised or a business name; and
- (b) the sign:
  - (i) is separated from all other signs by a minimum of 6 metres (20 feet),
  - (ii) is limited to two per property at any time,
  - (iii) has an area not to exceed 4.64 square metres (50 square feet) per surface,
  - (iv) is limited to one per premises to a maximum of six times per year,
  - (v) is placed for a period not exceeding seven (7) calendar days, and
  - (vi) is removed on the first business day following the event.

#### **Light Standard Signs and Banners**

- (3) A Sign License for Light Standard Signs or Light Standard Banners is not required provided that such signs and banners do not exceed 0.56 square metres (6 square feet) per surface.

**13A** For greater certainty, a Sign License is not available for sandwich boards, short term event signs, light standard signs or light standards banners placed on private property that do not conform with the conditions for each sign type as set out in section 13.

### **PART V: SIGNS ON MUNICIPAL PROPERTY**

#### **Signs on Municipal Property**

**14**

- (1) No person shall place or permit to be placed, any sign on Municipal property unless it is a sign for a Community Event.
- (2) A sign for a Community Event placed on Municipal property:
  - (a) requires a Sign License; and
  - (b) shall not be placed for more than sixty (60) days.

#### **Signs in the Street Right of Way**

**15** A Sign License for a sign in the street right of way may be issued for a period not exceeding one (1) year provided that:

- (1) such signs are restricted to sandwich boards;
- (2) such signs shall not exceed one per premises;
- (3) such sign shall conform to the following requirements:
  - (a) does not obstruct pedestrians or constitute a hazard,
  - (b) does not exceed 0.6 metres (2.0 feet) in width and 0.9 metres (3.0 feet) in height,
  - (c) does not have moving parts, display lights, or require electrical power,
  - (d) is displayed only during business hours,
  - (e) is located such that a minimum of 2.1 metres (7 feet) of sidewalk remain clear of all obstructions for pedestrian use,
  - (f) is be placed a minimum 0.45 metres (1 ½ feet) from the face of curb, and
  - (g) is located directly in front of the premises being advertised;
- (4) when used as signage for a Community Event, such sign shall be placed for a period not to exceed thirty (30) calendar days;
- (5) a sandwich board sign that exceeds the size requirements of Section 15(3)(b) of this By-law may be permitted:
  - (a) where all other requirements of the By-law are satisfied,
  - (b) no part of a sandwich board sign shall project further than 75mm (3 inches) from the exterior wall or face of the building, and
  - (c) it is secured or restrained to the building to prevent movement of the sign;
- (6) an applicant for a license to place a sandwich board sign in a street right of way shall secure and maintain Commercial General Liability insurance:
  - (a) evidencing minimum limits of two million dollars (\$2,000,000) per occurrence,
  - (b) such insurance shall indemnify the Halifax Regional Municipality, it's Mayor, Councillors, Employees and Agents from any and all loss, injury,

claims, suits and costs (including Solicitor) made as a result of the placement or maintenance of the sign,

- (c) that shall be name Halifax Regional Municipality as an Additional Insured, and
  - (d) proof of the required insurance must be provided with the application for a Sign License; and
- (7) the owner shall provide HRM with annual renewal Certificates Of Insurance and any notice of cancellation or material change.

### **Posters**

**16** A Poster that complies with this By-law may be erected or displayed without a license.

**17** Except as authorized by By-law, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, any poster on, over or to any structure or thing, located on property owned by the Municipality including but not limited to:

- (1) Parking meters,
- (2) Parking and traffic signs, including the vertical support posts,
- (3) Street litter disposal containers,
- (4) Newspaper boxes,
- (5) Traffic control devises and signal control boxes,
- (6) Trees,
- (7) Street furniture,
- (8) Bus shelters,
- (9) Bicycle racks,
- (10) Fire hydrants,
- (11) Post boxes,
- (12) Phone booths and call stations,
- (13) Switching cabinets,
- (14) Utility poles, and

(15) Privately owned poles.

**18** Despite Section 17, a person may erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed posters on a utility pole located on a street if:

(1) the poster is no more than 28 centimetres by 43.5 centimetres (11 inches by 17 inches) in size;

(2) the poster consists only of lightweight cardboard or paper;

(3) the poster is securely attached flush to the surface of the utility pole using staples or removable tape and no other method of affixing the poster to the utility pole is used;

(4) the poster is placed no higher than two metres (6.5 feet) above the ground;

(5) the poster includes the date of posting on the front of the poster;

(6) the poster is displayed for not more than the earlier of:

(i) thirty days, or

(ii) five days after the end of the advertised event, if any;

(7) not more than one poster conveying essentially identical information is posted on the same utility pole;

(8) the poster faces towards the property fronting on the street and away from the portion of the street ordinarily used by vehicles; and

(9) the poster includes valid contact information for at least one owner of the poster.

**19** In addition to the restrictions set out in Section 18, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, a poster:

(1) on or within any traffic island or median;

(2) on a utility pole within 200 metres (656 feet) of a kiosk or poster collar;

(3) in such a manner as to:

(a) be a hazard or dangerous to vehicular or pedestrian traffic, as determined by the License Administrator or the Engineer,

(b) cause any damage to Municipal property, or

(c) become unsightly.



- 20** A poster shall be removed after the duration allowed in subsection 18(6) by the owner of the poster, or the authorized agent of such person.
- 21** The Municipality or the owner of the utility pole may, at any time and without notice, remove any poster from a utility pole in the course of periodic cleaning or maintenance operations.
- 22** The Municipality may, at any time and without notice, remove any poster that is displayed in contravention of this By-law.
- 23** A poster removed under sections 21 or 22 may be destroyed or otherwise disposed of by the Municipality or the owner of the utility pole without notice or compensation to any person who has an interest in the poster.

## **PART VI: ELECTION SIGNS**

- 24** A Sign License is not required for election signs.
- 25** Except as provided for herein, election signs are not permitted on Municipal property.
- 25A** Notwithstanding subsection 27(4), during a municipal election an election sign shall not be placed or located between the sidewalk and the curb of any municipal street.
- 26** Part VIII of the By-law applies to election signs.

### **Placement of election signs in the Street Right of Way**

- 27** Election Signs are permitted within the street right of way if the following conditions are met:
- (1) such signs shall be no larger than 1.5 square metres (16 square feet) in area;
  - (2) such signs shall be less than 2 metres (6.5 feet) in height, as measured from the top of the sign;
  - (3) such signs shall not overhang the sidewalk or travelled portion of the street;
  - (4) with respect to a municipal election such sign shall not be erected:
    - (a) for a regular election, until September 1 in the year of the election, and
    - (b) for a special election held pursuant to section 13 of the *Municipal Elections Act*, until the Council names a day for the special election;
  - (5) with respect to a provincial or federal election such signs shall not be erected until the day the writ of election is issued;

- (6) with respect to a referendum under the *Referendum Act*, S.C. 1002, c. 30, such signs shall not be erected until the day the writ of referendum is issued; and
- (7) election signs shall not be placed within the street right of way abutting a Municipal property.

## **PART VII: ADMINISTRATIVE PROVISIONS**

### **Suspension or Revocation of a Granted Sign License**

**28** The License Administrator may suspend or revoke a Sign license if:

- (1) the owner fails to comply with a term or condition of the Sign License;
- (2) the owner is convicted by a court of an offence under this By-law;
- (3) the sign,
  - (a) would be a risk to the health or safety of the public, or
  - (b) would constitute a nuisance;
- (4) the license holder fails to keep insurance pursuant to this By-law.

**29** Notwithstanding sections 37 and 39, a suspension pursuant to section 28(4) shall continue until:

- (1) the license holder provides satisfactory proof that insurance has been reinstated or renewed;
- (2) the Sign License expires; or
- (3) the Sign License is revoked pursuant to subsection 28(4).

### **Sign Removal**

**30** The owner shall, on or before the expiration of the Sign License, and at his or her sole expense, remove the Sign.

**31** Notwithstanding sections 33(3) and 39, if the License Administrator determines in his or her sole discretion, that the sign is an immediate safety issue, danger or hazard, HRM may, without notice and without compensating the owner remove the Sign and remedy the safety issue, danger or hazard.

**32** The License Administrator may issue an Order to the owner that the owner shall, at his or her sole expense, remove the sign if an owner's Sign License is suspended or revoked.

**33** The License Administrator may cause the sign to be removed if:

- (1) the owner does not remove the sign on or before the expiration of the Sign License term;
- (2) the owner does not comply with an Order to remove the sign issued under section 28(1), within five (5) business days of being served with the Order; or
- (3) the owner does not comply with an Order to remove the sign issued under section 28(3), within two (2) business days of being served with the Order.

### **Cost of Work**

- 34** If the Council, a committee, the License Administrator or another employee of the HRM causes work to be done pursuant to sections 31, 33 or 40 the owner shall be fully responsible for the cost of the work, with interest at the rate determined by the Council, by policy, from the date of the completion of the work until the date of payment.
- 35** In addition to any other remedies at law, if the Council, a committee, the License Administrator or another employee of the HRM causes work to be done pursuant to this By-law, the cost of the work, with interest at the rate determined by the Council, by policy, from the date of the completion of the work until the date of payment, is a first lien on the principle use property upon which, or for the benefit of which, the work was done.

### **Service**

#### **36**

- (1) Any Notice, Order, decision or other document required to be served under this By-law may be served personally, by mailing it to the person at the latest address shown on the assessment roll or the application for the Sign license, by electronic mail or by facsimile.
- (2) A Notice, Order, decision or other document is deemed to have been served on the third day after it was sent.

### **Appeals**

#### **37**

- (1) The refusal by the License Administrator to grant a Sign license may be appealed by the Applicant for the Sign license to the Appeals Committee within four (4) business days of being served with a notice of the refusal.
- (2) An owner may, within four (4) business days of being served with a Notice that a Sign license will be suspended or revoked under section 28, appeal the decision of the License Administrator to the Appeals Committee.
- (3) An owner may, within four (4) business days of being served with an Order that was issued by the License Administrator, appeal the Order of the License Administrator to the Appeals Committee.
- (4) For greater certainty, if the License Administrator determines, in his or her sole

discretion, that the Temporary Sign is a safety issue, danger or hazard, HRM may, without notice to the owner, remove the Temporary Sign without compensation to the owner.

- 38** An appeal pursuant to section 37 shall be commenced by filing a written notice with the Municipal Clerk which clearly states the grounds for the appeal.
- 39** If the owner files an appeal, but the Appeals Committee is not scheduled to meet before the date on which the Sign license is to be suspended or revoked, the suspension or revocation shall be held in abeyance until the Appeals Committee has rendered its decision on the appeal.
- 40** After hearing an appeal, the Appeals Committee may:
- (1) deny the appeal;
  - (2) allow the appeal and reverse the decision of the License Administrator; or
  - (3) make any decision the License Administrator could have made under this By-law.

**Compliance with Order**

- 41** The owner or any other person issued an order shall comply with any Order issued under this By-law.

**PART VIII: PENALTY**

**Penalty**

**42**

- (1) A person who:
- (a) violates or contravenes a provision of this By-law, a license issued in accordance with this By-law or an Order issued in accordance with this By-law;
  - (b) fails to do anything required by this By-law;
  - (c) fails to do anything required by an Order or license issued pursuant to this By-law;
  - (d) permits anything to be done in violation of this By-law, a license issued under this By-law or an Order issued in accordance with this By-law; or
  - (e) obstructs or hinders any person in the performance of their duties under this By-law or an Order issued this By-law;
- is guilty of an offence.

- (2) A person who commits a first offence is liable upon summary conviction to a penalty of not less than two hundred and fifty dollars and not more than ten thousand dollars and in default of payment, to imprisonment for a term of not more than two months.

**43** Every day during which an offence pursuant to section 42 continues is a separate offence.

## **PART VIII: REPEAL AND EFFECTIVE DATE**

### **Repeal of By-law**

**44** The following By-law is hereby repealed:

### **By-Law Number S-800**

### **Effective date of By-law**

**45** This By-law shall come into force 90 days from the date of publication.

Done and passed in Council this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK

I, Cathy Mellett, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted by-law was passed at a meeting of the Halifax Regional Council held on \_\_\_\_\_, 2014.

\_\_\_\_\_  
Cathy Mellett  
Municipal Clerk

## Attachment B

### Postering Options Comparison

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
<b>Definitions</b>	KIOSK - A structure, approved by the General Manager of Transportation Services, placed on a highway within the City for the purpose of posting posters and includes a poster board, a designated wall or other designated locations.	“poster collar” means a structure installed on a utility pole or other structure by the City or the National Capital Commission for the placement of poster signs;	“community bulletin board” means a board or other space designated as a community bulletin board and depicted in Schedule “A” attached to and forming part of this Bylaw;	“ <b>kiosk</b> ” means a structure placed on a street within the Municipality for the purpose of posting posters;  “ <b>poster collar</b> ” means a structure installed on a utility pole or other structure for the purpose of posting posters;
	Poster – any device, structure or medium that uses any colour, form, graphic, illumination, symbol or writing to convey information of any kind to the public, including but not limited to an advertisement, bill, handbill, leaflet, flyer or placard, and includes a community poster.	“Poster sign” means a temporary sign of non-rigid material having dimension not greater than two hundred and eighty millimeters (280 mm) in width and four hundred and thirty five millimeters (435 mm) in height with the upper extremity of the poster not greater than two hundred and fifty centimeters (250 cm) from the ground.	“Poster” means any bill, notice or sheet of paper announcing or advertising any topic, event, election, referendum or plebiscite, but does not include any material required by Court order or Court process;	“ <b>poster</b> ” means a sign of non-rigid material that uses any colour, form, graphic, illumination, symbol or writing to convey information of any kind to the public;
		“rigid” means a sign face of solid material designed to maintain a flat shape and includes plywood, plastic corrugate or heavy weight cardboard		“ <b>rigid</b> ” means a sign face of solid material designed to maintain a flat shape and includes plywood, plastic corrugate, heavy weight cardboard or metal
	Utility Pole – Includes a utility pole, light standard, a pole owned or controlled by the Toronto Transit Commission,	“utility pole” means a pole installed on a highway by the City or a public utility and includes a decorative lamp post,	“public property” means any property owned or located on property owned by the City or under the City’s	“ <b>utility pole</b> ” means a pole installed on a street by the Municipality or a public utility and includes a

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
	and a street-lighting pole but does not include a privately owned pole.	streetlight pole and traffic control signal pole	direction, management and control including, but not limited to, fences, benches, bus shelters, trees, street light poles, traffic signal poles, telephone poles, power poles, traffic signal boxes, utility service boxes, or community bulletin boards.	decorative lamp post, streetlight pole and traffic control signal pole but does not include a privately owned pole
<b>Size Restrictions</b>	22 cm x 28 cm 8 ½ inches x 11 inches	280 mm (w) x 435 mm (h) 11 inches x 17 inches	11 inches x 17 inches	11 inches x 17 inches 28 cm x 43.5 cm
<b>General</b>	<p><b>General restrictions:</b></p> <p>A. Except as authorized by by-law, article in this chapter, or by agreement with the City, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, any poster on, over or to any structure or thing, located on land owned by the City or any of its agencies, boards or commissions, including but not limited to:</p> <p>(1) Parking meter ticket dispensers (pay and display machines) and parking meters, including the vertical support posts;</p> <p>(2) Parking and traffic</p>	<p>1 No person shall place a poster sign on a street other than on a utility pole located on an inner or outer boulevard, or on a community bulletin board, in accordance with the following provisions:</p> <p>(1) Not more than one poster per owner providing the same information of advertising the same company, organization, service, product, message or event is placed on the same utility pole or community bulletin board;</p> <p>(2) The utility pole does not support a traffic control device other than a no parking sign;</p> <p>(3) The poster is not attached</p>	<p><b>General</b></p> <p>4. No person shall attach a poster to any public property except in accordance with this Bylaw.</p> <p><b>Prohibited Locations</b></p> <p>4.1 No person shall attach a poster to any public property situated on any centre median or traffic island.</p> <p><b>Permitted Locations</b></p> <p>5. (1) In any area of the City shaded grey on Schedule “B”, no person shall attach a poster to any public property except that portion of a community bulletin board available for posters.</p> <p>(2) In any area of the City</p>	<p>Except as authorized by by-law, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, any poster on, over or to any structure or thing, located on land owned by the Municipality including but not limited to:</p> <p>(1) Parking meters;</p> <p>(2) Parking and traffic signs, including the vertical support posts;</p> <p>(3) Street litter disposal containers;</p> <p>(4) Newspaper boxes;</p> <p>(5) Traffic control devices and signal control boxes;</p> <p>(6) Trees;</p> <p>(7) Street furniture;</p>

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
	<p>signs, including the vertical support posts;</p> <p>(3) Street litter disposal containers;</p> <p>(4) Newspaper boxes;</p> <p>(5) Traffic control devices and signal control boxes;</p> <p>(6) Trees;</p> <p>(7) Street furniture;</p> <p>(8) Bus shelters</p> <p>(9) Bicycle racks</p> <p>(10) Fire hydrants</p> <p>(11) Post boxes</p> <p>(12) Phone booths and call stations</p> <p>(13) Switching cabinets</p> <p>(14) Fencing of a construction site or demolition site required under Chapter 363. Building Construction and Demolition, Article III, Fencing of Construction and demolition Sites</p> <p>(15) Kiosks</p> <p>(16) Utility poles; and</p> <p>(17) Privately owned poles</p> <p>B. For greater certainty, Subsection A(14) shall not apply to prevent the erection, attachment, placement or display of posters on</p>	<p>by way of a self adhesive backing, glue, thumbtacks, nails or any other metal device, other than staples;</p> <p>(4) The date the poster is placed is displayed on the lower right hand corner in characters not less than five millimetres (5 mm) in height;</p> <p>(5) The poster is removed within twenty-one (21) days of the date the poster was placed or within forty-eight (48) hours of the occurrence of an event advertised on the poster, whichever is the shorter period; and</p> <p>(6) No poster shall be placed on a utility pole within 200 m of a poster collar.</p>	<p>not shaded grey on Schedule “B”, no person shall attach a poster to any public property except to a community bulletin board and, in addition to, a street light pole, traffic signal pole, telephone pole or power pole.</p> <p><b>Date</b></p> <p>8. A poster must indicate the date upon which the poster is attached.</p> <p><b>Fastening Devices</b></p> <p>9. A poster may only be attached with staples, tacks, water soluble wallpaper paste, masking tape or some similar easily removable tape.</p> <p><b>Number of Posters</b></p> <p>10. Only one poster containing similar information or advertisement may be attached at a permitted location at one time.</p> <p><b>Duration of Placement</b></p> <p>11. (1) A poster, other than an election poster, must be removed from a permitted</p>	<p>(8) Bus shelters</p> <p>(9) Bicycle racks</p> <p>(10) Fire hydrants</p> <p>(11) Post boxes</p> <p>(12) Phone booths and call stations</p> <p>(13) Switching cabinets</p> <p>(14) Utility poles; and</p> <p>(15) Privately owned poles</p>



Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
	construction site or demolition site fencing which is located on land owned by the City or any of its agencies, boards or commissions, where such posters are authorized by Article III.		location after the earlier of: (a) the completion of the advertised event, if any; or  (b) thirty (30) days after the date indicated on the poster as required by Section 8.	
<b>Posters on Kiosks, Community Bulletin Boards or Poster Collars</b>	A. Despite § 693-29A, a poster may be placed on a kiosk if: (1) The poster is no more than 22 centimetres by 28 centimetres in size; (2) The poster consists only of lightweight cardboard or paper; (3) The poster is securely attached flush to the surface of the kiosk using staples or removable tape and no other method of affixing the poster to the kiosk is used; (4) The poster is placed no higher than two metres above the ground; (5) The poster includes the date of posting on the front of the poster; (6) The poster is displayed for not more than the earlier of: (a) Thirty days; or (b) Five days after the end of the advertised event, if any; (7) Not more than one poster conveying essentially identical	13. No person shall,  (a) place on a poster collar more than one poster sign per owner which provides the same information or which advertises the same company, organization, service, product, message or event,  (b) place a poster sign on a poster collar other than by tape, or  (c) leave a poster sign on a poster collar beyond 8:00 a.m. on the first or fifteenth day of each month, failing which the City or the National Capital Commission may remove or cause to be removed the poster sign.	6. (1) The community bulletin boards depicted in Schedule “A” shall be maintained in the designated locations outlined in Schedule “B” for the use of any member of the public.  (2) Each side of a community bulletin board shall constitute a separate community bulletin board.	(1) No poster shall be placed on a utility pole within 200 m of a kiosk or poster collar.

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
	<p>information is posted on the kiosk;</p> <p>(8) The poster faces towards the property fronting on the highway and away from the portion of the highway ordinarily used by vehicles;</p> <p>and</p> <p>(9) The poster includes valid contact information for at least one owner of the poster.</p>			
<b>Posters on Utility Poles</b>	<p>A. Despite § 693-29A, persons, charities, religious organizations, community organizations and schools may erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed community posters on utility poles as permitted under Subsection B.</p> <p>B. A community poster may be placed on a utility pole located on a boulevard if:</p> <p>(1) The community poster is no more than 22 centimetres by 28 centimetres in size;</p> <p>(2) The community poster consists only of lightweight cardboard or paper;</p>			<p>(1) Despite Section ____, a person may erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed posters on a utility pole located on a street if:</p> <p>(a) The poster is no more than 28 centimetres by 43.5 centimetres (11 x 17 inches) in size;</p> <p>(b) The poster consists only of lightweight cardboard or paper;</p> <p>(c) The poster is securely attached flush to the surface of the utility pole using staples or removable tape and no other method of affixing the poster to the utility pole is used;</p>

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
	<p>(3) The community poster is securely attached flush to the surface of the utility pole using staples or removable tape and no other method of affixing the poster to the utility pole is used;</p> <p>(4) The community poster is placed no higher than two metres above the ground;</p> <p>(5) The community poster includes the date of posting on the front of the poster;</p> <p>(6) The community poster is displayed for not more than the earlier of:</p> <p>(a) Thirty days; or</p> <p>(b) Five days after the end of the advertised event, if any;</p> <p>(7) Not more than one community poster conveying essentially identical information is posted on the kiosk;</p> <p>(8) The community poster faces towards the property fronting on the highway and away from the portion of the highway ordinarily used by vehicles; and</p>			<p>(d) The poster is placed no higher than two metres (6.6 feet) above the ground;</p> <p>(e) The poster includes the date of posting on the front of the poster;</p> <p>(f) The poster is displayed for not more than the earlier of:</p> <p>i. Thirty days; or</p> <p>ii. Five days after the end of the advertised event, if any;</p> <p>(g) Not more than one poster conveying essentially identical information is posted on the utility pole;</p> <p>(h) The poster faces towards the property fronting on the street and away from the portion of the street ordinarily used by vehicles; and</p> <p>(i) The poster includes valid contact information for at least one owner of the poster.</p>

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
	(9) The community poster includes valid contact information for at least one owner of the poster.			
<b>Additional restrictions</b>	<p>A. In addition to the restrictions in §§ 693-30 and 693-31, a poster shall not:</p> <p>(1) Be placed on or within any traffic island or median.</p> <p>(2) Be a hazard or dangerous to vehicular or pedestrian traffic, as determined by the General Manger of Transportation Services.</p> <p>(3) Cause any damage to municipal property.</p> <p>(4) Become unsightly.</p> <p>(5) Cover or overlap another poster or community poster, in whole or in part.</p>		13. No person shall cover any portion of a poster which conforms with all the poster requirements and has not expired.	<p>In addition to the restrictions in section ____, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, a poster:</p> <p>(1) on or within any traffic island or median;</p> <p>(2) in such a manner as to:</p> <p>(a) be a hazard or dangerous to vehicular or pedestrian traffic, as determined by the License Administrator or the Engineer,</p> <p>(b) Cause any damage to municipal property, or</p> <p>(c) become unsightly.</p>
<b>Compliance</b>	Despite any other sign by-law of the City or article in this chapter, a poster that complies with this article may be erected or displayed without a permit.			A poster that complies with this by-law may be erected or displayed without a license.

Item	Toronto	Ottawa	Saskatoon	Proposed Halifax
<b>Removal of Posters</b>	<p>A. The Executive Director or the owner of a utility pole may, at any time and without notice, remove any poster from a utility pole or kiosk in the course of periodic cleaning or maintenance operations.</p> <p>B. The Executive Director may, at any time and without notice, remove any poster that is displayed in contravention of this article.</p> <p>C. A poster removed under this section may be destroyed or otherwise disposed of by the Executive Director or the owner of the utility pole without notice or compensation to any person who has an interest in the sign.</p> <p>D. Where a poster has been removed under Subsection B, the owner or any person responsible for erecting, attaching, placing or displaying, or causing or permitting the erecting, attaching, placing or displaying of the poster in contravention of this article shall, in addition to any fine or other penalty that may be imposed</p>		<p>12. (1) A poster must be removed from a permitted location after the duration allowed in Section 11 by the person who attached the poster, or the authorized agent of such person.</p> <p>(2) A poster which is attached at a permitted location, conforms with all the poster requirements and has not expired, must not be removed by any person except the person who attached the poster, or the authorized agent of such person.</p> <p>(3) Posters which are not attached at a permitted location, do not conform with all the poster requirements, or have expired, may be removed immediately, and without notice, by any person at any time.</p>	<p>(1) A poster shall be removed after the duration allowed in subsection 18(6) by the owner of the poster, or the authorized agent of such person.</p> <p>(2) The Municipality or the owner of a utility pole may, at any time and without notice, remove any poster from a utility pole or kiosk in the course of periodic cleaning or maintenance operations.</p> <p>(3) The Municipality may, at any time and without notice, remove any poster that is displayed in contravention of this by-law.</p> <p>(4) A poster removed under this section may be destroyed or otherwise disposed of by the Municipality or the owner of the utility pole without notice or compensation to any person who has an interest in the poster.</p>

<b>Item</b>	<b>Toronto</b>	<b>Ottawa</b>	<b>Saskatoon</b>	<b>Proposed Halifax</b>
	for an offence under this article, be required to pay to the City the greater of the removal fee prescribed in Chapter 441, Fees and Charges, and the actual cost of removal and disposal of the sign, and the City may recover this amount by legal action or in like manner as municipal taxes.			



**BY-LAW NUMBER S-801**

**A BY-LAW RESPECTING LICENSING OF TEMPORARY SIGNS**

**Halifax Regional Municipality  
By-law S-801  
Respecting Licensing of Temporary Signs**

**BE IT ENACTED** by the Council of Halifax Regional Municipality pursuant to Halifax Regional Charter as follows:

**PART I: INTERPRETATION**

**Number and Short Title**

- 1** This By-law shall be known as By-law S-801, and may be cited as the “By-law for Temporary Signs”.

**Definitions**

- 2** In this By-law,
- (a) “Appeals Committee” means the Committee as established by By-law A-100, the Appeals Committee By-law;
  - (b) “Banner” means a non-rigid temporary sign made of cloth, canvas, plastic or other light weight non-rigid material that is used or functions as a sign;
  - (c) “Box Sign” means a sign that has a wooden box-shaped base with an enclosed weighted system, a double-sided sign and a decorative header above the sign face;
  - (d) “Business Site” means a group of businesses which share common site services such as parking and access;
  - (e) “Candidate” means a candidate under the *Municipal Elections Act*, R.S.N.S., 1989, c.300, as amended; *Elections Act*, S.N.S, 2011 c. 5, as amended; *Canada Elections Act*, 2000 S.C., c. 9, as amended;
  - (f) “Community Event” means any of the following:
    - (i) not for profit events,
    - (ii) public information meetings,
    - (iii) festivals,
    - (iv) performances,
    - (v) sport activities,
    - (vi) religious events, or
    - (vii) cultural events;
  - (g) “Daylighting Triangle” means a triangular area on a corner lot which is formed by front lot line and a flankage lot line and a straight line which intersects 6.1 metres from the corner where they meet;
  - (h) “Election” means:
    - (i) a federal, provincial or municipal election;



- (ii) a Halifax Regional School Board election;
  - (iii) a Conseil scolaire acadien provincial election;
  - (iv) a special election or by-election;
  - (v) a plebiscite; and
  - (vi) a referendum;
- (i) “Election sign” means:
  - (i) a sign that promotes a candidate for an election; or
  - (ii) a sign that promotes an approval or disapproval in respect of the question being posed in a referendum or plebiscite;
- (j) “Engineer” means the Engineer of the Municipality and includes a person acting under the supervision and direction of the Engineer;
- (k) “Height” means with reference to a sign, the vertical distance of a sign between the lowest point of grade adjacent or below the sign and the highest point of the sign;
- (l) “HRM” means Halifax Regional Municipality;
- (m) “Inflatable Sign” means a non-rigid, gas or air filled bag or balloon used to advertise or attract attention;
- (n) “Kiosk” means a structure placed on a street within the Municipality for the purpose of posting posters;
- (o) “License Administrator” means the person or persons designated by the Chief Administrative Officer and includes a person acting under the supervision and direction of the License Administrator;
- (p) “Light Standard Banner” means a banner mounted on a light standard located entirely on private property;
- (q) “Light Standard Sign” means a rigid temporary sign mounted on a light standard located entirely on private property;
- (r) “Mobile Sign” means a temporary sign specifically designed or intended to be readily moved, not affixed to a building or foundation and which does not rely on a building or fixed foundation for its structural support;
- (s) “Multiple Resident Sign” means a temporary sign used to advertise leasehold vacancies in buildings with dwelling units;
- (t) “Municipality” means the Halifax Regional Municipality and HRM;
- (u) “Municipal Property” means a property, other than a street right of way, owned by or under the control of the Municipality or any of its agencies, boards or commissions;

(v) “Off-Site Sign” means a temporary sign erected and maintained by a person, firm, corporation or business which is intended for display at any location other than the location at which the goods or services advertised are made, manufactured, provided, sold or offered for sale;

(w) “Owner” in respect of the sign means any person:

- (i) who placed or installed the sign,
- (ii) who is in lawful control of the sign,
- (iii) who is described in the sign,
- (iv) whose name or telephone number appears on the sign,
- (v) who is the subject of or otherwise benefits from the message on a sign, or
- (vi) who owns the property on which the sign is situated;

and for the purposes of this By-law there may be more than one owner of a sign;

(x) “Peace Officer” means a police officer or a special constable appointed pursuant to the *Police Act*, S.N.S. 2004, c.31;

(y) “Person” means a natural person, corporation, partnership, an association, firm, agent, trustee, and includes the heirs, executors or other legal representatives of a person, or owner;

(z) “Personal Message” means a conveyance of expression of a personal opinion, that does not identify, describe, promote, advertise or direct readers to a particular land use, event, sale, or business;

(aa) “Place” means:

- (i) affixing, attaching, displaying, erecting or installing; or
- (ii) causing, arranging or directing the affixing, attaching, displaying, erecting or installing of a sign;

(bb) “Poster” means a sign of non-rigid material that uses any colour, form, graphic, illumination, symbol or writing to convey information of any kind to the public;

(cc) “Poster Collar” means a structure installed on a utility pole or other structure for the purpose of posting posters;

(dd) “Premises” means a specific property, and may include all buildings and necessary structures thereon, separate businesses, or an individual business, within a multi-tenant building or business site;

(ee) “Rigid” means a sign face of solid material designed to maintain a flat shape and includes plywood, plastic corrugate, heavy weight cardboard or metal;

(ff) “Sandwich Board Sign” means a temporary sign, freestanding, intended for 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;

- (gg) “Short Term Event” means an event not exceeding seven (7) calendar days;
- (hh) “Sidewalk” means that portion of a street between the curb line and adjacent property line or any part of a street especially set aside for pedestrian travel and separated from the roadway;
- (ii) “Sign” means any structure, medium or device designed to or intended to convey information through the use of words, images, symbols, pictures, logos or any combination thereof for the purpose of providing direction, information, identification, advertisement, business promotion or the promotion of a product, activity, service or idea;
- (jj) “Sign Face” means the area or portion of an advertising structure, including internal holes or vacant spaces, upon which the advertising message is displayed, including those portions used for decoration, outlines or borders. Where letters, logos or images are mounted or hung without backing, the area shall be determined based on the smallest geometric shape which contains the entire advertising message;
- (kk) “Sign License” means a temporary sign license issued under this By-law for the legal placement of a sign;
- (ll) “Street” means all HRM streets, roads, lanes, sidewalks, thoroughfares, bridges and squares, and all curbs, gutters, culverts, and retaining walls in connection therewith and without restricting the generality of the foregoing includes the full right-of-way width;
- (mm) “Temporary Sign” means a sign that is not intended, by its construction, appendage, material or type to be permanent and includes Banners, Box Signs, Inflatable Signs, Mobile Signs, Sandwich Board Signs, Community Event Signs, Posters, Election Signs, and Third Party Signs as defined herein, and all other signs which are not permanent;
- (nn) “Third Party Sign” means a temporary sign that directs attention to a business, profession, activity, commodity, service or entertainment, conducted, sold, promoted or offered elsewhere than on the premises where such sign is located or within the building to which such sign is affixed, but excludes sign manufacturer’s identification plates on temporary signs and Community Event Signs; and
- (oo) “Utility Pole” means a pole installed on a street by the Municipality or a public utility and includes a decorative lamp post, streetlight pole and traffic control signal pole but does not include a privately owned pole.

### **Applicability**

**3**

- (1) This By-law shall apply to all temporary signs in the Municipality. Subject to subsection (3), where the provisions of this By-law conflict with any other By-law,

enactment, ordinance, and statutes of the Municipality, the more restrictive provisions shall prevail unless otherwise stated herein.

- (2) Except as otherwise permitted by the provisions of this By-law, or a Streets and Services Permit, temporary signs are permitted only on lands zoned or otherwise designated by a Land Use By-law for the proposed use which the sign is intended to advertise or promote.
- (3) Where the same words are defined in more than one By-law, the definitions in this By-law shall apply for the purposes of administering this By-law.
- (4) This By-law shall not apply to signs for municipal purposes.
- (5) This By-law shall not apply to a personal message.

#### **Powers of License Administrator**

**4** The License Administrator is authorized and empowered to:

- (1) grant a sign license;
- (2) refuse to grant a sign license;
- (3) suspend a sign license;
- (4) revoke a sign license;
- (5) issue the owner a Notice to comply with this By-law; and
- (6) issue the owner an Order to comply with this By-law.

## **PART II: LICENSING**

#### **Application for Sign License**

**5**

- (1) The applicant for a Sign License shall complete an application in a form prescribed by the License Administrator.
- (2) A separate application shall be made for each Sign License.
- (3) An application for a Sign License shall include:
  - (a) the name of the applicant, and:
    - (i) if the applicant is a natural person, it must be signed by him or her; or

- (ii) if the applicant is a corporation, organization, society or other body, it must be signed by a director or officer who has the authority to bind the corporation, organization, society or other body;
- (b) a written consent from the owner of the premises, if other than the applicant;
- (c) a Certificate of Insurance evidencing proof of insurance and pursuant to Section 15(6) of this By-Law;
- (d) a site plan that shows:
  - (i) the location and type of the proposed sign in relation to curb and sidewalk, if applicable,
  - (ii) edge of travel way and property lines, buildings, landscaped areas, parking, driveways, adjacent streets, and
  - (iii) any other Sign;
- (e) plan, drawn to a metric scale, showing the graphic design and construction materials of the proposed sign;
- (f) written permission by the property owner or approved management company for a Third Party Sign;
- (g) duration of the sign placement;
- (h) payment of fees according to the provisions of Administrative Order No. 15, excepting fees shall be waived for community events;
- (i) any other information required by the License Administrator to evaluate the application under the terms of this By-law.

### **Refusal to Grant a Sign License**

**6** The License Administrator shall refuse to grant a Sign License if:

- (1) the application is incomplete or contains false or misleading information;
- (2) the proposed sign does not comply with the requirements of this By-law; or
- (3) the proposed sign would present a risk of harm to the health or safety of the public, or would constitute a nuisance.

### **Requirements of a Granted Sign License**

**7**

- (1) A Sign License granted by the License Administrator shall:

- (a) specify the expiry date of the license;
  - (b) be clearly displayed in the bottom right hand corner on the sign for which it was issued; and
  - (c) not be removed, except with the consent of the License Administrator.
- (2) Terms and Conditions of the Sign License shall be provided by the License Administrator.

### **Transferability of a Granted Sign License**

**8** A Sign License granted pursuant to this By-law is not transferrable.

## **PART III: TEMPORARY SIGN REQUIREMENTS AND PROVISIONS**

### **Requirements for a Sign License**

**9**

- (1) Every sign requires a Sign License issued under this By-law, except as herein provided.
- (2) Upon expiry, cancellation, suspension or revocation of a Sign License, the sign shall be removed by the owner.
- (3) The owner of a sign shall keep it in a state of good repair at all times.
- (4) Where any sign:
  - (a) is in a state of disrepair;
  - (b) is in a dangerous condition,
  - (c) is in an unsightly condition, or
  - (d) may be a hazard,

the License Administrator may require the owner to remove or repair the sign.

### **General Provisions**

**10**

- (1) No Sign License shall be issued for a sign not listed in this By-law.
- (2) **Unless otherwise provided for in this By-law,** no person shall place or permit a sign that:
  - (a) advertises or intends to advertise a company that is no longer in business or a product or service that is no longer available;

- (b) advertises a premises other than that for which the license has been issued;
- (c) is unsupported or unsecured to the ground or a permanent structure;
- (d) obstructs or interferes with the view of any motorists or pedestrians;
- (e) in the opinion of the Engineer may:
  - (i) be confused with any traffic signal light, control sign or device;
  - (ii) obstruct or interfere with the movement of motorists or pedestrians at any street intersection, any driveway street connection, any railway crossing or bridge;
  - (iii) interfere with traffic control or safety;
  - (iv) produce or cause glare to motorists, pedestrians or neighbouring premises; or
  - (v) moves or appears to move;
- (f) makes use of words, phrases or symbols used in traffic control signs and which, in the opinion of the Engineer, may interfere with traffic control or safety;
- (g) interferes with any warning or instructional sign;
- (h) in relation to a building interferes with any ventilation device, emergency exit, required exit, window, door opening, or any wall opening intended as a means of ingress or egress;
- (i) obstructs any fire hydrant, firefighting hose connection or fire escape;
- (j) interferes with any surface or underground facilities, conduits or lines for water, sewage, gas, electricity or communication equipment;
- (k) is attached to or interferes with any utility wires, utility poles, light standards, traffic signal poles, trees or supports thereof;
- (l) is located within a Daylighting Triangle;
- (m) is located on a center median or island installed within a street;
- (n) is located on the roof of any building, except for Inflatable Signs;
- (o) incorporates a strobe light or flashing light;

- (p) does not have an Sign License affixed to the sign as supplied by the License Administrator at time of issuance;
  - (q) is a Third Party Sign, other than a Community Event Sign;
  - (r) is created by the joining or placement of multiple signs to form a single message.
- (3) Illumination of signs:
- (a) may only be by constant, stationary, shielded light sources, which are solely directed at the sign or are internal to the sign; and
  - (b) shall only be illuminated during hours of operation of the premises to which it relates.
- (4) Mobile Signs are not permitted within the C-1 Zone in Cole Harbour/Westphal Municipal Planning Strategy boundary within the C-1 Zone except for community events as per Section 12(7).
- (5) Mobile Signs are not permitted within the Downtown Dartmouth Secondary Planning Strategy boundary within any zone except for community events as per Section 12(7).
- (6) Box Signs shall not be permitted in areas zoned C-1 within the Cole Harbour/Westphal Municipal Planning Strategy, the Bedford Municipal Planning Strategy, and the Downtown Dartmouth Secondary Planning Strategy

#### **PART IV: SIGNS ON PRIVATE PROPERTY**

- 11** Unless otherwise provided, a sign shall only be permitted on private property subject to the applicable land use regulations and requirements herein.

##### **Signs requiring a Sign License**

- 12** A Sign License is required for the following signs on private property:

##### Inflatable Sign

- (1) A license for an Inflatable sign may be issued provided that:
- (a) such sign shall not be placed for a period exceeding 30 consecutive calendar days;
  - (b) no more than one license will be issued within a 60 calendar day period; and
  - (c) there is no more than one per premises.



### Banner

- (2) A license for a Banner may be issued provided that:
- (a) such sign shall not be placed for a period exceeding 30 consecutive calendar days;
  - (b) no more than one license will be issued within a 60 calendar day period;
  - (c) such sign shall not exceed a maximum of ten percent coverage of the building wall;
  - (d) such sign shall not be affixed to natural objects including trees, stone, retaining walls, and fences; and
  - (e) there is no more than one per premises.

### Mobile Sign

- (3) A license for a Mobile Sign may be issued for a period not exceeding one (1) year provided:
- (a) it has a maximum of two surfaces which shall be back to back, and the sign area of each surface shall not exceed 4.64 square metres (50 square feet) per surface;
  - (b) it shall not exceed 3.0 metres (10 feet) in height;
  - (c) it is:
    - (i) on a street where there is an existing curb, be set back a minimum of 4.6 metres (15 feet) from the inside of the curb;
    - (ii) on a street where there is no curb, be located no closer than 7.0 metres (23 feet) from the edge of the pavement or travelled way; and
    - (iii) in no case shall the sign be located within the street right-of-way;
  - (d) where the street right-of-way boundary is located closer than the setbacks as stipulated herein, the License Administrator may reduce the setback;
  - (e) it is separated a minimum of 38 metres (125 feet) from any other Mobile or Box Sign; and
  - (f) it shall incorporate a full frame system or equivalent which utilizes pre-formed concrete weights or other acceptable materials for stability but shall not include a fixed foundation nor use sandbags or other loose weights on frame legs.

### Box Signs

- (4) A license for a Box Sign may be issued for a period not exceeding (1) one year provided:
- (a) it has a maximum of two surfaces which shall be back to back, and the sign area of each surface shall not exceed 4.64 square metres (50 square feet) per surface;
  - (b) it shall not exceed 3.6 metres (12 feet) in height including a header which may include the permanent name or logo of the business advertised;
  - (c) it is:
    - (i) on a street where there is an existing curb, be set back a minimum of 4.6 metres (15 feet) from the inside of the curb;
    - (ii) on a street where there is no curb, be located no closer than 7.0 metres (23 feet) from the edge of the pavement or travelled way; and
    - (ii) in no case shall the sign be located within the street right-of-way;
  - (d) where the street right-of-way boundary is located closer than the setbacks as stipulated herein, the License Administrator may reduce the setback;
  - (e) it is separated a minimum of 38 metres (125 feet) from any Mobile or other Box Sign; and
  - (f) it incorporates an enclosed weighted system as its support with the sign surface forming part of the enclosed weighted system but shall not be a Mobile Sign with the support legs situated within the enclosed weighted system.

#### Multiple Resident Signs

- (5) A Sign License for a Multiple Resident Sign may be issued for a period of thirty (30) days twice per year provided that:
- (a) it is on private property;
  - (b) it does not exceed 3.0 metres (10 feet) in height;
  - (c) it is sited as required under this By-law;
  - (d) only one sign per property per street frontage is employed;
  - (e) it advertises the rental of units only on the property for which the license has been issued;
  - (f) it is not located within the daylighting triangle for corner lots;

- (g) it is not used in conjunction with a Short Term Event Sign;
- (h) there is a minimum separation distance of 20 feet from any other sign on the property; and
- (i) it is for an apartment building containing more than 50 units.

#### Off-Site Signs

- (6) An off-site sign:
  - (a) may be licensed for a commercial enterprise subject to the approval of the required application and submission of the prescribed fee;
  - (b) shall be a box sign or mobile sign and placed in accordance with subsection 12(3) or (4);
  - (c) shall be permitted on a vacant lot only, such lot being owned by the person placing the sign; and
  - (d) is located on a lot which directly abuts or is directly across a street from the lot containing the business.

#### Signs for Community Events

- (7) A Sign License for a sign advertising a Community Event, other than a license for box signs under subsection 12(4), may be issued provided the sign is not placed for a period exceeding sixty (60) calendar days.

#### **Signs that do not require a Sign License**

- 13** A Sign License is not required for the following sign types placed on private property subject to the conditions set out for each sign type.

#### Sandwich Board

- (1) A Sign License for a Sandwich Board is not required provided that:
  - (a) such sign does not have more than two faces in total, with a maximum dimension of 0.8 metres (2.6 feet) in width and 1.2 metres (4.0 feet) in height per face;
  - (b) such sign shall not exceed more than one per premises; and
  - (c) such sign shall only be displayed during business hours.

#### Signs for Short Term Events

- (2) A Sign License for a sign advertising a Short Term Event is not required provided:
  - (a) HRM is notified 24 hours in advance of:
    - (i) the proposed location of the sign,

- (ii) the type of sign, and
  - (iii) sufficient information to identify the sign, such as the event advertised or a business name; and
- (b) the sign:
  - (i) is separated from all other signs by a minimum of 6 metres (20 feet),
  - (ii) is limited to two per property at any time,
  - (iii) has an area not to exceed 4.64 square metres (50 square feet) per surface,
  - (iv) is limited to one per premises to a maximum of six times per year,
  - (v) is placed for a period not exceeding seven (7) calendar days, and
  - (vi) is removed on the first business day following the event.

#### **Light Standard Signs and Banners**

- (3) A Sign License for Light Standard Signs or Light Standard Banners is not required provided that such signs and banners do not exceed 0.56 square metres (6 square feet) per surface.

**13A** For greater certainty, a Sign License is not available for sandwich boards, short term event signs, light standard signs or light standards banners placed on private property that do not conform with the conditions for each sign type as set out in section 13.

### **PART V: SIGNS ON MUNICIPAL PROPERTY**

#### **Signs on Municipal Property**

**14**

- (1) No person shall place or permit to be placed, any sign on Municipal property unless it is a sign for a Community Event.
- (2) A sign for a Community Event placed on Municipal property:
  - (a) requires a Sign License; and
  - (b) shall not be placed for more than sixty (60) days.

#### **Signs in the Street Right of Way**

**15**

A Sign License for a sign in the street right of way may be issued for a period not exceeding one (1) year provided that:

- (1) such signs are restricted to sandwich boards;
- (2) such signs shall not exceed one per premises;
- (3) such sign shall conform to the following requirements:
  - (a) does not obstruct pedestrians or constitute a hazard,
  - (b) does not exceed 0.6 metres (2.0 feet) in width and 0.9 metres (3.0 feet) in height,
  - (c) does not have moving parts, display lights, or require electrical power,
  - (d) is displayed only during business hours,
  - (e) is located such that a minimum of 2.1 metres (7 feet) of sidewalk remain clear of all obstructions for pedestrian use,
  - (f) is be placed a minimum 0.45 metres (1 ½ feet) from the face of curb, and
  - (g) is located directly in front of the premises being advertised;
- (4) when used as signage for a Community Event, such sign shall be placed for a period not to exceed thirty (30) calendar days;
- (5) a sandwich board sign that exceeds the size requirements of Section 15(3)(b) of this By-law may be permitted:
  - (a) where all other requirements of the By-law are satisfied,
  - (b) no part of a sandwich board sign shall project further than 75mm (3 inches) from the exterior wall or face of the building, and
  - (c) it is secured or restrained to the building to prevent movement of the sign;
- (6) an applicant for a license to place a sandwich board sign in a street right of way shall secure and maintain Commercial General Liability insurance:
  - (a) evidencing minimum limits of two million dollars (\$2,000,000) per occurrence,
  - (b) such insurance shall indemnify the Halifax Regional Municipality, it's Mayor, Councillors, Employees and Agents from any and all loss, injury, claims, suits and costs (including Solicitor) made as a result of the placement or maintenance of the sign,

- (c) that shall be name Halifax Regional Municipality as an Additional Insured, and
  - (d) proof of the required insurance must be provided with the application for a Sign License; and
- (7) the owner shall provide HRM with annual renewal Certificates Of Insurance and any notice of cancellation or material change.

#### **Posters**

**16** A Poster that complies with this By-law may be erected or displayed without a license.

**17** Except as authorized by By-law, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, any poster on, over or to any structure or thing, located on property owned by the Municipality including but not limited to:

- (1) Parking meters,
- (2) Parking and traffic signs, including the vertical support posts,
- (3) Street litter disposal containers,
- (4) Newspaper boxes,
- (5) Traffic control devises and signal control boxes,
- (6) Trees,
- (7) Street furniture,
- (8) Bus shelters,
- (9) Bicycle racks,
- (10) Fire hydrants,
- (11) Post boxes,
- (12) Phone booths and call stations,
- (13) Switching cabinets,
- (14) Utility poles, and
- (15) Privately owned poles.

**18** Despite Section 17, a person may erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed posters on a utility pole located on a street if:

- (1) the poster is no more than 28 centimetres by 43.5 centimetres (11 inches by 17 inches) in size;
- (2) the poster consists only of lightweight cardboard or paper;
- (3) the poster is securely attached flush to the surface of the utility pole using staples or removable tape and no other method of affixing the poster to the utility pole is used;
- (4) the poster is placed no higher than two metres (6.5 feet) above the ground;
- (5) the poster includes the date of posting on the front of the poster;
- (6) the poster is displayed for not more than the earlier of:
  - (i) thirty days, or
  - (ii) five days after the end of the advertised event, if any;
- (7) not more than one poster conveying essentially identical information is posted on the same utility pole;
- (8) the poster faces towards the property fronting on the street and away from the portion of the street ordinarily used by vehicles; and
- (9) the poster includes valid contact information for at least one owner of the poster.

**19** In addition to the restrictions set out in Section 18, no person shall erect, attach, place or display, or cause or permit to be erected, attached, placed or displayed, a poster:

- (1) on or within any traffic island or median;
- (2) on a utility pole within 200 metres (656 feet) of a kiosk or poster collar;
- (3) in such a manner as to:
  - (a) be a hazard or dangerous to vehicular or pedestrian traffic, as determined by the License Administrator or the Engineer,
  - (b) cause any damage to Municipal property, or
  - (c) become unsightly.

**20** A poster shall be removed after the duration allowed in subsection 18(6) by the owner of the poster, or the authorized agent of such person.

- 21 The Municipality or the owner of the utility pole may, at any time and without notice, remove any poster from a utility pole in the course of periodic cleaning or maintenance operations.
- 22 The Municipality may, at any time and without notice, remove any poster that is displayed in contravention of this By-law.
- 23 A poster removed under sections 21 or 22 may be destroyed or otherwise disposed of by the Municipality or the owner of the utility pole without notice or compensation to any person who has an interest in the poster.

## **PART VI: ELECTION SIGNS**

- 24 A Sign License is not required for election signs.
- 25 Except as provided for herein, election signs are not permitted on Municipal property.
- 26 Part VIII of the By-law applies to election signs.

### **Placement of election signs in the Street Right of Way**

- 27 Election Signs are permitted within the street right of way if the following conditions are met:
- (1) such signs shall be no larger than 1.5 square metres (16 square feet) in area;
  - (2) such signs shall be less than 2 metres (6.5 feet) in height, as measured from the top of the sign;
  - (3) such signs shall not overhang the sidewalk or travelled portion of the street;
  - (4) with respect to a municipal election such sign shall not be erected:
    - (a) for a regular election, until September 1 in the year of the election, and
    - (b) for a special election held pursuant to section 13 of the *Municipal Elections Act*, until the Council names a day for the special election;
  - (5) with respect to a provincial or federal election such signs shall not be erected until the day the writ of election is issued;
  - (6) with respect to a referendum under the *Referendum Act*, S.C. 1002, c. 30, such signs shall not be erected until the day the writ of referendum is issued; and
  - (7) election signs shall not be placed within the street right of way abutting a Municipal property.



## **PART VII: ADMINISTRATIVE PROVISIONS**

### **Suspension or Revocation of a Granted Sign License**

**28** The License Administrator may suspend or revoke a Sign license if:

- (1) the owner fails to comply with a term or condition of the Sign License;
- (2) the owner is convicted by a court of an offence under this By-law;
- (3) the sign,
  - (a) would be a risk to the health or safety of the public, or
  - (b) would constitute a nuisance;
- (4) the license holder fails to keep insurance pursuant to this By-law.

**29** Notwithstanding sections 37 and 39, a suspension pursuant to section 28(4) shall continue until:

- (1) the license holder provides satisfactory proof that insurance has been reinstated or renewed;
- (2) the Sign License expires; or
- (3) the Sign License is revoked pursuant to subsection 28(4).

### **Sign Removal**

**30** The owner shall, on or before the expiration of the Sign License, and at his or her sole expense, remove the Sign.

**31** Notwithstanding sections 33(3) and 39, if the License Administrator determines in his or her sole discretion, that the sign is an immediate safety issue, danger or hazard, HRM may, without notice and without compensating the owner remove the Sign and remedy the safety issue, danger or hazard.

**32** The License Administrator may issue an Order to the owner that the owner shall, at his or her sole expense, remove the sign if an owner's Sign License is suspended or revoked.

**33** The License Administrator may cause the sign to be removed if:

- (1) the owner does not remove the sign on or before the expiration of the Sign License term;
- (2) the owner does not comply with an Order to remove the sign issued under section 28(1), within five (5) business days of being served with the Order; or

- (3) the owner does not comply with an Order to remove the sign issued under section 28(3), within two (2) business days of being served with the Order.

### **Cost of Work**

- 34** If the Council, a committee, the License Administrator or another employee of the HRM causes work to be done pursuant to sections 31, 33 or 40 the owner shall be fully responsible for the cost of the work, with interest at the rate determined by the Council, by policy, from the date of the completion of the work until the date of payment.
- 35** In addition to any other remedies at law, if the Council, a committee, the License Administrator or another employee of the HRM causes work to be done pursuant to this By-law, the cost of the work, with interest at the rate determined by the Council, by policy, from the date of the completion of the work until the date of payment, is a first lien on the principle use property upon which, or for the benefit of which, the work was done.

### **Service**

#### **36**

- (1) Any Notice, Order, decision or other document required to be served under this By-law may be served personally, by mailing it to the person at the latest address shown on the assessment roll or the application for the Sign license, by electronic mail or by facsimile.
- (2) A Notice, Order, decision or other document is deemed to have been served on the third day after it was sent.

### **Appeals**

#### **37**

- (1) The refusal by the License Administrator to grant a Sign license may be appealed by the Applicant for the Sign license to the Appeals Committee within four (4) business days of being served with a notice of the refusal.
- (2) An owner may, within four (4) business days of being served with a Notice that a Sign license will be suspended or revoked under section 28, appeal the decision of the License Administrator to the Appeals Committee.
- (3) An owner may, within four (4) business days of being served with an Order that was issued by the License Administrator, appeal the Order of the License Administrator to the Appeals Committee.
- (4) For greater certainty, if the License Administrator determines, in his or her sole discretion, that the Temporary Sign is a safety issue, danger or hazard, HRM may, without notice to the owner, remove the Temporary Sign without compensation to the owner.

- 38** An appeal pursuant to section 37 shall be commenced by filing a written notice with the Municipal Clerk which clearly states the grounds for the appeal.

**39** If the owner files an appeal, but the Appeals Committee is not scheduled to meet before the date on which the Sign license is to be suspended or revoked, the suspension or revocation shall be held in abeyance until the Appeals Committee has rendered its decision on the appeal.

**40** After hearing an appeal, the Appeals Committee may:

- (1) deny the appeal;
- (2) allow the appeal and reverse the decision of the License Administrator; or
- (3) make any decision the License Administrator could have made under this By-law.

#### **Compliance with Order**

**41** The owner or any other person issued an order shall comply with any Order issued under this By-law.

### **PART VIII: PENALTY**

#### **Penalty**

**42**

- (1) A person who:
  - (a) violates or contravenes a provision of this By-law, a license issued in accordance with this By-law or an Order issued in accordance with this By-law;
  - (b) fails to do anything required by this By-law;
  - (c) fails to do anything required by an Order or license issued pursuant to this By-law;
  - (d) permits anything to be done in violation of this By-law, a license issued under this By-law or an Order issued in accordance with this By-law; or
  - (e) obstructs or hinders any person in the performance of their duties under this By-law or an Order issued this By-law;

is guilty of an offence.

- (2) A person who commits a first offence is liable upon summary conviction to a penalty of not less than two hundred and fifty dollars and not more than ten thousand dollars and in default of payment, to imprisonment for a term of not more than two months.

**43** Every day during which an offence pursuant to section 42 continues is a separate offence.

## **PART VIII: REPEAL AND EFFECTIVE DATE**

### **Repeal of By-law**

**44** The following By-law is hereby repealed:

### **By-Law Number S-800**

### **Effective date of By-law**

**45** This By-law shall come into force 90 days from the date of publication.

Done and passed in Council this \_\_\_\_day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
MUNICIPAL CLERK

I, Cathy Mellett, Municipal Clerk for the Halifax Regional Municipality, hereby certify that the above-noted by-law was passed at a meeting of the Halifax Regional Council held on\_\_\_\_\_, 2014.

\_\_\_\_\_  
Cathy Mellett  
Municipal Clerk

## **Attachment D**

### **HALIFAX REGIONAL MUNICIPALITY**

### **ADMINISTRATIVE ORDER NUMBER 15**

### **Respecting License, Permit And Processing Fees**

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality as follows:

#### **SHORT TITLE**

1. The Administrative Order may be cited as Administrative Order Number 15, the License, Permits and Processing Fees Administrative Order.

#### **LICENSE FEES ESTABLISHED**

2. The fees for licenses issued pursuant to the By-laws mentioned in Schedule AA@ to this Administrative Order shall be as set forth therein.

Done and passed in Council this 30<sup>th</sup> day of March, 1999.

Walter Fitzgerald  
Mayor

Vi Carmichael  
Municipal Clerk

## Schedule A

1. Notwithstanding the processing fees set forth in the various Municipal Planning Strategies, Land Use By-Laws and Subdivision By-Laws in force in Halifax Regional Municipality, including the Heritage By-law, the following processing fees shall apply in the place and stead of the fees:

### Major Applications (Type 1):

Entails applications including, but not limited to, municipal planning strategy amendments; comprehensive development districts; commercial, industrial or institutional re-zonings or development agreements involving a building with a footprint in excess of 930m<sup>2</sup> (10 000 ft<sup>2</sup>); re-zonings or development agreements regarding multiple-unit dwellings (townhouses or apartment buildings); re-zonings or development agreements to facilitate the construction of new streets for single unit dwellings; any proposal involving large tracts of land (i.e. golf courses); and substantial amendments to any Type 1 project.

#### Processing fee

**\$1100.00 (non-refundable)**

In addition, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount to cover such costs.

### Intermediate Applications (Type 2):

Entails applications including, but not limited to, text changes to by-laws; commercial, industrial or institutional re-zonings or development agreements involving a building with a footprint less than 930m<sup>2</sup> (10 000 ft<sup>2</sup>); heritage property development agreements; proposals involving a major lot modification; proposals involving decks, balconies or signs; proposals involving the creation of an additional dwelling unit in an existing building containing less than 5 units; alterations to non-conforming uses; demolition and de-registration of heritage properties; proposals for non-substantial amendments to any Type 1 project; and any amendment to any Type 2 project.

#### Processing fee

**\$330.00 (non-refundable)**

In addition, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount to cover such costs.

### Minor Applications (Type 3):

Entails applications including, but not limited to approval of telecommunications facilities; discharge of development agreements; and extensions to time deadlines

#### Processing fee

**\$330.00 (non-refundable)**

In addition, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount to cover such costs.

#### Variances

**\$500.00 (\$200 is non-refundable - if appealed remaining \$300 is non-refundable)**

## Schedule A

### Planning Pre-Applications

Entails applications to provide feedback on a planning application proposal based on preliminary information. The comments provided follow a technical review of the proposal based on planning policy and municipal and other applicable regulations. The Pre-Application process also aims to identify the submission requirements (i.e., drawings, studies, reports, outside agency feedback) for Major and Intermediate Planning Applications or Substantive Site Plan Applications in Downtown Halifax.

Processing fee **\$330.00 (non-refundable)**

The Pre-Application processing fee may be applied toward processing fees for Major and Intermediate planning applications or Substantive Site Plan Applications in Downtown Halifax received within 90 business days of completion of the Pre-Application file.

### Downtown Halifax Substantive Site Plan Applications

Entails applications pursuant to section 5(13) of the Land Use By-law for Downtown Halifax.

Processing fee **\$770.00 (non-refundable)**

### Development Permits:

#### Type of Use

	<u>Processing Fee</u>
Multiple, Institutional, Commercial and Industrial (new or additions)	<b>\$250.00</b>
Low Density New Residential(up to two units) and Enclosed Additions and MICI renovations and lease hold improvements	<b>\$100.00</b>
Accessory Structures (including decks)	<b>\$25.00</b>

### Zoning Confirmation Letters

#### Processing fee

**\$100.00**

## Schedule A

### **Minor Variances**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
<b>2.</b> By-law 70 (County)	Lot Grading By-law	S.7.1	\$75.00
<b>3.</b> By-law 23290	Grade Alteration By-law	S.6	\$75.00
<b>4.</b> By-law O-100	Open Air Burning By-law Residential Commercial	S.5(8)(d)	No Fee \$50.00

**5.** The fees pursuant to By-law T-1000, the Taxi, Accessible Taxi and limousine By-law are as follows:

(a) The annual fee for an owner's licence is \$50.00, or for a partial term shall be the licence fee prorated on a monthly basis.

(b) The owner's renewal fee is \$50.00, or for a partial term shall be the licence fee prorated on a monthly basis.

(c) The permanent driver's licence fee is \$100.00 for a two year term or for a partial term shall be the licence fee prorated on a monthly basis.

(d) The driver application fee is \$50.00 which includes a 12 month license if the applicant successfully passes the testing requirements.

(e) The fee to change or replace a destroyed, lost or stolen licence is \$10.00.

(f) The fee for a taxi, limousine, or accessible taxi bumper sticker is \$1.00.

(g) The fee for each semi annual Hotel Standard vehicle inspection is \$17.50.

**6.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law E-200	Encroachment By-law	S. 5(2)	
Encroachment up to 1.5 square metres			\$ 60.00
Encroachment from 1.5 to 2.5 square metres			\$ 95.00
Encroachment over 2.5 square metres			\$125.00



## Schedule A

### Encroachment Bylaw S. 6

- (1) Encroachment other than those described in paragraph 4(a)(iv) of Bylaw E-200 shall be subject to an annual rental fee in the amount of \$1.00 per 0.1 square metres of such encroachment, with a minimum fee of \$10.00.
- (2) Temporary Encroachments shall be subject to a daily rental fee for the temporary use of the street or a part thereof during construction at the following rate:
  - (a) \$0.30 per square metre for the travelled way;
  - (b) \$0.25 per square metre for the sidewalk between the curb and 2 metres back from the curb face; and
  - (c) \$0.15 per square metre for the balance of the sidewalk and to the street line or property line which shall be payable monthly in advance, with the first month=s payment due at the time the license is issued and subsequent payments being due one month from the time of the previous due date.
- (3) For the purpose of subsection (2), where the encroachment occupies any part of a metered parking space, it shall be deemed to occupy the total metered parking space and the daily rental fee shall apply to 16.7 square metres of travelled way.

7.

By-law #	Short Title	Section	Fee
By-law P-800	Pesticide By-law	S. 7(2)	\$0.00
		Any other permits	\$0.00

### 8. Fees

1. Halifax Regional Municipality shall collect a \$2000<sup>o</sup> application fee, to change the name of a private road, public street or highway listed on the Civic Address File, where the existing street name is not in contravention of the HRM Civic Addressing Policies (i.e. a personal preference), except where a street name change resolves a civic addressing problem.
2. Halifax Regional Municipality shall collect a fee of \$300 per property to change a civic number, when the existing number is not in contravention of the Civic Addressing Policies (i.e. a personal preference) and only where a whole new number is available, except where a civic number change resolves a civic addressing problem.

## Schedule A

3. Halifax Regional Municipality shall collect a fee of \$1505 for the manufacture and installation of each Private Road sign and sign post as provided for in **Part 10** of the Civic Addressing By-law.

- This application fee assumes a consultative process.
- 5 This fee is under review.

## 9.

By-law #	Short Title	Section	Fee
By-law P-1000	On-Street Parking Exemptions & Permits	S. 4(1)	
		Residential Parking Exemption	\$30.00 Annual
		Visitor Parking Exemption	1 Day - \$5.00 14 Day - \$20.00
		Parking Permit – Area “A”	\$40.00 Monthly
		Parking Permit – Area “B”	\$35.00 Monthly
		Parking Permit – Area “C”	\$30.00 Monthly
		Parking Permit – Area “D”	\$20.00 Monthly
		Lost or Stolen Exemptions or Permits Replacements	\$10.00 each

The areas as described below include all streets which are located in the boundary up to and including both sides of the identified boundary street.

### **Area "A" within the former City of Halifax**

All that area of the former City of Halifax bounded as follows:

Beginning at the point of intersection of the shoreline of Halifax Harbour with the extension easterly of the northern official street line of Cogswell Street; Thence westerly following the northerly official street line of Cogswell Street to the extension northerly of the western official street line of Ahern Street; Thence westerly and southerly following the western official street line of Ahern Street and the extension thereof to the western official street line of Bell Road; Thence southerly following the western official street line of Bell Road, South Park Street and Young Avenue and the extension thereof to the southern official street line of Point Pleasant Drive; Thence easterly following the southern official street line of Point Pleasant Park Drive and the extension thereof easterly to the shoreline of Halifax Harbour; Thence Northerly following the shoreline of Halifax Harbour to the place of beginning.

### **Area "B" within the former City of Halifax**

## Schedule A

All that area of the former City of Halifax bounded as follows:

Beginning at the point of intersection of the shoreline of Halifax Harbour with the extension easterly of the northern official street line of Cogswell Street; Thence westerly following the northerly official street line of Cogswell Street to the extension northerly of the western official street line of Ahern Street; Thence westerly and southerly following the western official street line of Ahern Street and the extension thereof to the western official street line of Bell Road; Thence southerly following the western official street line of Bell Road, South Park Street and Young Avenue and the extension thereof to the southern official street line of Point Pleasant Drive; Thence westerly following the southern official street line of Point Pleasant Park Drive to the eastern official street line of Franklyn Street; Thence southerly and westerly following the eastern official street line of Franklyn Street and the boundary of the Point Pleasant Park to the eastern shore of the waters of the North West Arm; Thence Northerly following the shoreline of North West Arm to point of intersection of the extension southerly of the western street line of Bellevue Avenue; Then northerly following the western street line of Bellevue Avenue to the southern street line of Oakland Road; Then easterly following the southern street line of Oakland Road to the point of intersection with the extension of the western official street line of Waterloo Street; Then northerly following the western official street line of Waterloo Street and the extension thereof to the northern official street line of South Street; Thence westerly following the northern official street line of South Street to the western official street line of Seymour Street; Thence northerly following the western official street line of Seymour Street and the extension thereof to the northern official street line of Coburg Road; Thence westerly following the northern official street line of Coburg Road to the western official street line of Vernon Street; Thence northerly following the western official street line of Vernon Street and the extension thereof to the northern official street line of Quinpool Road; Thence easterly following the northern official street line of Quinpool Road to the eastern official street line of Windsor Street; Thence northerly following the eastern official street line of Windsor Street to the southern official street line of Cunard Street; Thence easterly following the southern official street line of Cunard Street to the western official street line of North Park Street; Thence southerly following the western official street line of North Park Street to the southern official street line of Cornwallis Street; Thence easterly following the southern official street line of Cornwallis Street and the extension thereof to the western shore of Halifax Harbour ; Thence southerly following shore of the Halifax Harbour to the place of beginning.

### **Area "C" within the former City of Halifax**

The remaining streets within Peninsula Halifax outside of those areas as described in Areas "A" and "B" for the former City of Halifax.

### **Area "C" within the former City of Dartmouth**

Beginning at the point of intersection of the shoreline of Halifax Harbour with the extension westerly of the northwestern official street line of Brookside Avenue; Thence northeasterly following the northwestern official street line of Brookside Avenue to the southwestern official street line of Wyse Road; Thence southeasterly following the southwestern official street line of Wyse Road to the extension of the northwestern official street line of Boland Avenue; Thence northeasterly following the northwestern official street line of Boland Avenue and the extension thereof to the northeastern official street line of Victoria Road; Thence northwesterly following the northeastern official street line of Victoria Road to the southeastern official street line of Woodland Avenue; then northeasterly following the southeastern official street line of Woodland Avenue to the point of intersection of the extension of the northeastern official street line of Maple Street; Thence southeasterly following the northeastern official street line of Maple Street and the extension thereof to the northwestern official street line of

## Schedule A

Ochterloney Street; Thence northerly following the northwestern official street line of Ochterloney Street to the western official street line of Prince Albert Road; Thence southerly following the western official street line of Prince Albert Road to the extension northwesterly of the southwestern official street line of Pleasant Street; Thence southeasterly following the southwestern official street line of Pleasant Street to the eastern official street line of Albert Street; Thence southerly following the eastern official street line of Albert Street to the shoreline of Halifax Harbour; Thence generally Northerly following the shoreline of Halifax Harbour to the place of beginning.

### **Area "D" within the former City of Dartmouth**

The remaining streets within the former City of Dartmouth outside the area as described in Area "C".

#### **10.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law B-600	Blasting By-law	s. (18)	
		For Blasting less than 50 cubic metres of rock	\$100.00
		All other applications	\$600.00

#### **11. Repealed – October 14, 2006**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law A-200	Automatic Machines By-law	S. 2. 5	
	Juke Box		\$125.00
	Amusement Machine		\$125.00
	Bulk Machine		\$ 25.00
	Vending Machine		\$ 55.00
	Mechanical Ride		\$ 35.00

Continuous period of time for an automatic license is defined as a twelve month period starting on April 1st and ending March 31<sup>st</sup>.

#### **12.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
<b>A.</b> By-law P-500	Parking By-law	10	Within the former City of Dartmouth \$1.00/hour
<b>B.</b> By-law P-500	Parking By-law	10	Within the former City of Halifax \$1.50/hour

13.

By-law #	Short Title	Section	Fee
By-law C-500	Commerce & Vending On Municipal Lands	4	
	Mobile canteen which is a motor vehicle		\$915.00 annum
	Bicycle Wagon		\$120.00 annum
	All other mobile Canteens		\$230.00 annum
	Special Events	31 (5)	\$200.00 event
	Artisans/Craftspeople -Spring Garden Road	32 (3)	\$ 35.00 annum
	-Waterfront	32 (4)	\$250.00 annum
	Newspaper Boxes	34 (2)	\$ 55.00 annum
	Vender Badge	19 (1), 31 (4)	\$ 5.00 badge

14.

By-law #	Short Title	Section	Fee
By-law A-201	Automatic Machine Licensing By-law		
	Amusement Machine		\$35.00 annum
	Bulk Machine (Coin Mechanism)		\$10.00 annum
	Laundry Machine		\$25.00 annum
	Vending Machine License (Snack/Beverages)		\$55.00 annum
	Newspaper Boxes		\$55.00 annum

15.

By-law #	Short Title	Section	Fees
By-law S-900801	<del>Temporary Signs By-law</del> By-law for Temporary Signs	<del>8.1 (g)</del> 5 (3) (h)	
	Short term events signs		\$20.00 per license per occasion
	Grand opening/moving signs		\$20.00 per license per occasion
	Multi special events signs		\$20.00 per license per occasion
	<del>Apartment building</del>		\$20.00 per license per

By-law #	Short Title	Section	Fees
	<del>Signs</del> Multiple Resident Signs		Occasion
	Mobile Signs		<del>\$60.00 per license per 120 day occasion</del>  \$20.00 <b>\$30.00</b> per license per 30 day occasion
	<del>Planter b</del> <b>Box</b> type signs		<del>\$80.00</del> <b>\$100.00</b> per license per year
	Banners		\$60.00 per license <b>per</b> occasion
	Sandwich Boards — <del>on private property</del> — <del>within public right of way</del>		<del>\$80.00 per license per year</del> \$80.00 per license per Year
	<b>Inflatable Signs</b>		<b>\$30.00 per license</b>
	<b>Community Event Sign</b>		<b>\$20.00 per license</b>

#### 16.

Permanent Sign Fees	Within Former City of Dartmouth	Fees
	9.29 square metres or less	\$ 40.00 per sign
	Over 9.29 square metres	\$200.00 per sign
	Sign area is measured from the outermost area of the display surface and includes the entire display surface and any background	
	Within Former City of Halifax	
	Non-illuminated signs	\$30.00 per sign
	Illuminated signs	\$35.00 per sign
	Billboards	\$60.00 per sign

#### 17.

Schedule of Engineering Fees – Local Improvement Charges	
Paving	5% of property owners share of total construction costs
Stand-alone curb	5% of property owners share of total construction costs
Sidewalk, Curb & Gutter	10% of property owners share of total construction costs

#### 18.

By-law #	Short Title	Section	Fee
By-law N-300	Nuisance By-law	S.8(3)	\$50.00

**19.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law S-300	Streets By-law	23 (2)	
		<b>Activity</b>	
		Lateral Connection – Main	\$200.00
		Renew Lateral Connection – Main	\$200.00
		Sewer Cap Off	\$200.00
		Water Lateral Cap	\$200.00
		Water Lateral Main to Prop	\$200.00
		Extension to Sewer Main	\$700.00
		Sewer Main Repair	\$700.00
		New Watermain	\$700.00
		Watermain Relining	\$700.00
		Watermain Renewal	\$700.00
		Culvert	\$200.00
		Curb/Sidewalk Cut	\$200.00
		Utility Pole Support Anchor(s)	\$125.00
		Utility Pole Installation	\$125.00
		Replace Utility Pole	\$125.00
		Oversize Move	\$125.00
		Sidewalk Cafe’	\$200.00
		Temporary Closure – Crane	\$200.00
		Partial Closure – Crane	\$200.00
		Partial Closure – Movie	\$200.00
		Temporary Closure – Movie	\$200.00
		Partial Closure – General	\$200.00
		Temporary Closure – General	\$200.00
		Overhead Power Lines	\$125.00
		Overhead Telecom Lines	\$125.00
		Monitor Well/Borehole	\$125.00
		Rickshaws	\$200.00
		Special Events	No Charge
		Overhead Banner	\$125.00
		Lateral Connection- Pro Line	\$200.00
		Renew Lateral Connection – Prop	\$200.00

		Water Lateral Renewal	\$200.00
		Buried Electrical Lateral	\$200.00
		Buried Electrical Main	\$200.00
		Buried Telecom Lateral	\$200.00
		Buried Telecom Main	\$200.00
		Newspaper Boxes	\$125.00
		Refuse Container	\$125.00
		Advertising Benches	\$125.00
<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
		Kiosk/Booths	\$125.00
		Transit Shelter	\$125.00
		Capital Project	\$125.00
		Repairs to Street Surface	\$125.00
		Repairs to sidewalk	\$125.00
		Road Construction	\$125.00
		Temp Workplace Adjacent to ROW	\$125.00
		Temporary Workplace on ROW	\$125.00
		Natural Gas Lateral	\$200.00
		Natural Gas Main (<20m)	\$200.00
		Natural Gas Main (21m < 500m)	\$700.00
		Natural Gas Main (>500 m)	Staff Time
		24(1)(a)	\$1000.00 Security Deposit
		24 (1)(b)	
		<b>SID (Percentage of Pavement Reinstatement Cost)</b>	
		8.5 – 10	30%
		7.0 – 8.5	25%
		6.0 – 7.0	20%
		4.0 – 6.0	15%
		0.0 – 4.0	5%
		24 (1)(c)	15% of total restoration Cost based on current unit prices
		25 (2)	\$ 1000.00 Application Fee \$20,000.00 Security Deposit
		25(6)	\$65.00 per inspection
		28(h)(i)	\$2 million per occurrence
		28(h)(ii)	\$2 million per occurrence
		30(2)	\$1000.00 Security



			Deposit
--	--	--	---------

20.

<b>Solar Collection System Permit</b>	<b>Fee</b>
Consolidated processing fee for the development and construction inspections for the installation of Solar Collection Systems	\$150.00

**Amendment No. 1**

Processing Fees

Notice of Motion:

March 23, 1999

Approved:

March 30, 1999

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**Amendment No. 2**

Items 2 & 3 added to Schedule AA@

Notice of Motion

May 4, 1999

Approved:

May 11, 1999

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**Amendment No. 3**

Item 4 added to Schedule AA@

(By-Law O-100 Open Air Burning By-Law)

Notice of Motion:

June 1, 1999

Approved:

June 15, 1999

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**Amendment No. 4**

addition of Item 5 to Schedule AA@

(By-Law T-108 Taxi & Limousine)

Notice of Motion:

June 1, 1999

Approved:

July 6, 1999

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**Amendment No. 5**

addition of Item 6

(By-Law E-200 Encroachments)

Notice of Motion:

June 1, 1999

Approved:

July 13, 1999

---

**Amendment No. 6**

addition of Item 7

(By-Law P-800 Pesticides)

Notice of Motion:

December 12, 2000

Approved:

January 9, 2001

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**Amendment No. 7**

Add Item 8

(Fees)

Notice of Motion:

February 5, 2002

Approved:

February 12, 2002

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**Amendment No. 8**

Add Item 9

(On Street Parking Exemptions and Permits)

Notice of Motion:

December 10, 2002

Approved:

March 18, 2003

---

**Amendment No. 9**

Add Item 10

(Blasting By-law)

Notice of Motion:

November 4, 2003

Approved:

November 18, 2003

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**Amendment No. 10**

Add Item 11

(Automatic Machines)

Notice of Motion:

February 3, 2004

Approved:

March 2, 2004

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**Amendment No. 11**

Amendments to Schedule A

(Heritage Property Demolition and De-registration &amp; Planning Applications)

Notice of Motion: (Councillor Sloane)

June 13, 2006

Approval

June 20, 2006

**Amendment No. 12**

Addition to schedule - Section 12  
(Parking Meter Rates)

Notice of Motion:

Approval:

Effective Date

June 20, 2006

July 1, 2006

---

**Amendment No. 13**

Addition to schedule  
(Commerce & Vending on Municipal Lands)

Notice of Motion:

Approval:

Effective Date:

July 4, 2006

September 12, 2006

September 16, 2006

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**Amendment No. 14**

Addition to schedule  
(Automatic Machines)

Notice of Motion:

Approval:

Effective Date:

August 8, 2006

October 3, 2006

October 14, 2006

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**Amendment No 15**

Addition to schedule  
(Sign By-law)

Notice of Motion:

Approval:

Effective Date:

June 27, 2006

September 12, 2006

November 18, 2006

---

**Amendment No 16**

Addition to schedule  
(Street Improvements)

Notice of Motion:

Approval:

Effective Date:

March 6, 2007

April 10, 2007

April 1, 2006

---

**Amendment No 17**

Addition to schedule  
(By-Law N-300 Nuisances)

Notice of Motion:	July 3, 2007
Approval:	August 7, 2007

---

**Amendment No 18**

Addition to schedule  
(By-law S-308 Streets)

Notice of Motion:	June 24, 2008
Approval:	July 8, 2008

---

**Amendment No. 19**

Addition to schedule  
(By-law C-500)

Notice of Motion:	May 11, 2010
Approval:	May 18, 2010

---

**Amendment No. 20**

Addition to schedule  
(By-law S-309)

Notice of Motion:	June 22, 2010
Approval:	August 3, 2010

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**Amendment No. 21**

Replace Section 1 of Schedule A

Notice of Motion:	September 21, 2010
Approval:	September 28, 2010

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**Amendment No 22**

Replace Schedule AA@, Section 5

Notice of Motion:	September 21, 2010
Approval:	October 19, 2010
Effective Date:	December 24, 2010

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**Amendment No 23**

Amendment to Section 9

Notice of Motion:	January 24, 2012
Approval:	January 31, 2012

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**Amendment No 24**

Addition to schedule

Notice of Motion:	September 25, 2012
Approval:	October 2, 2012

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**Amendment No 25**

Amendments to # 5

Notice of Motion:

Approval:

Effective Date:

September 25, 2012

October 23, 2012

November 17, 2012

**Attachment E**  
(Amending Administrative Order)

**HALIFAX REGIONAL MUNICIPALITY  
ADMINISTRATIVE ORDER NUMBER 15**

**RESPECTING LICENSE, PERMIT AND PROCESSING FEES**

**BE IT RESOLVED** by the Council of the Halifax Regional Municipality that Administrative Order 15, the *License, Permits and Processing Fees* Administrative Order is amended as follows:

1. By repealing the table in section 15 of Schedule A and replacing it with a new table as follows:

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fees</b>
By-law S-801	By-law for Temporary Signs	5(3)(h)	
	Multiple Resident Signs		\$20.00 per license per Occasion
	Mobile Signs		\$30.00 per license per 30 day occasion
	Box signs		\$100.00 per license per year
	Banners		\$60.00 per license per occasion
	Sandwich Boards		\$80.00 per license per Year
	Inflatable Signs		\$30.00 per license
	Community Event Sign		\$20.00 per license

## **Attachment F**

### **HALIFAX REGIONAL MUNICIPALITY**

### **ADMINISTRATIVE ORDER NUMBER 15**

### **Respecting License, Permit And Processing Fees**

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality as follows:

#### **SHORT TITLE**

1. The Administrative Order may be cited as Administrative Order Number 15, the License, Permits and Processing Fees Administrative Order.

#### **LICENSE FEES ESTABLISHED**

2. The fees for licenses issued pursuant to the By-laws mentioned in Schedule AA@ to this Administrative Order shall be as set forth therein.

Done and passed in Council this 30<sup>th</sup> day of March, 1999.

Walter Fitzgerald  
Mayor

Vi Carmichael  
Municipal Clerk



## Schedule A

1. Notwithstanding the processing fees set forth in the various Municipal Planning Strategies, Land Use By-Laws and Subdivision By-Laws in force in Halifax Regional Municipality, including the Heritage By-law, the following processing fees shall apply in the place and stead of the fees:

### Major Applications (Type 1):

Entails applications including, but not limited to, municipal planning strategy amendments; comprehensive development districts; commercial, industrial or institutional re-zonings or development agreements involving a building with a footprint in excess of 930m<sup>2</sup> (10 000 ft<sup>2</sup>); re-zonings or development agreements regarding multiple-unit dwellings (townhouses or apartment buildings); re-zonings or development agreements to facilitate the construction of new streets for single unit dwellings; any proposal involving large tracts of land (i.e. golf courses); and substantial amendments to any Type 1 project.

#### Processing fee

**\$1100.00 (non-refundable)**

In addition, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount to cover such costs.

### Intermediate Applications (Type 2):

Entails applications including, but not limited to, text changes to by-laws; commercial, industrial or institutional re-zonings or development agreements involving a building with a footprint less than 930m<sup>2</sup> (10 000 ft<sup>2</sup>); heritage property development agreements; proposals involving a major lot modification; proposals involving decks, balconies or signs; proposals involving the creation of an additional dwelling unit in an existing building containing less than 5 units; alterations to non-conforming uses; demolition and de-registration of heritage properties; proposals for non-substantial amendments to any Type 1 project; and any amendment to any Type 2 project.

#### Processing fee

**\$330.00 (non-refundable)**

In addition, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount to cover such costs.

### Minor Applications (Type 3):

Entails applications including, but not limited to approval of telecommunications facilities; discharge of development agreements; and extensions to time deadlines

#### Processing fee

**\$330.00 (non-refundable)**

In addition, the applicant shall be responsible for advertising costs, and the Municipality may require the deposit of an appropriate amount to cover such costs.

#### Variances

**\$500.00 (\$200 is non-refundable - if appealed remaining \$300 is non-refundable)**

## Schedule A

### Planning Pre-Applications

Entails applications to provide feedback on a planning application proposal based on preliminary information. The comments provided follow a technical review of the proposal based on planning policy and municipal and other applicable regulations. The Pre-Application process also aims to identify the submission requirements (i.e., drawings, studies, reports, outside agency feedback) for Major and Intermediate Planning Applications or Substantive Site Plan Applications in Downtown Halifax.

#### Processing fee

**\$330.00 (non-refundable)**

The Pre-Application processing fee may be applied toward processing fees for Major and Intermediate planning applications or Substantive Site Plan Applications in Downtown Halifax received within 90 business days of completion of the Pre-Application file.

### Downtown Halifax Substantive Site Plan Applications

Entails applications pursuant to section 5(13) of the Land Use By-law for Downtown Halifax.

#### Processing fee

**\$770.00 (non-refundable)**

#### Development Permits:

##### Type of Use

	<u>Processing Fee</u>
Multiple, Institutional, Commercial and Industrial (new or additions)	<b>\$250.00</b>
Low Density New Residential(up to two units) and Enclosed Additions and MICI renovations and lease hold improvements	<b>\$100.00</b>
Accessory Structures (including decks)	<b>\$25.00</b>

#### Zoning Confirmation Letters

##### Processing fee

**\$100.00**

## Schedule A

### **Minor Variances**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
<b>2.</b> By-law 70 (County)	Lot Grading By-law	S.7.1	\$75.00
<b>3.</b> By-law 23290	Grade Alteration By-law	S.6	\$75.00
<b>4.</b> By-law O-100	Open Air Burning By-law Residential Commercial	S.5(8)(d)	No Fee \$50.00

**5.** The fees pursuant to By-law T-1000, the Taxi, Accessible Taxi and limousine By-law are as follows:

(a) The annual fee for an owner's licence is \$50.00, or for a partial term shall be the licence fee prorated on a monthly basis.

(b) The owner's renewal fee is \$50.00, or for a partial term shall be the licence fee prorated on a monthly basis.

(c) The permanent driver's licence fee is \$100.00 for a two year term or for a partial term shall be the licence fee prorated on a monthly basis.

(d) The driver application fee is \$50.00 which includes a 12 month license if the applicant successfully passes the testing requirements.

(e) The fee to change or replace a destroyed, lost or stolen licence is \$10.00.

(f) The fee for a taxi, limousine, or accessible taxi bumper sticker is \$1.00.

(g) The fee for each semi annual Hotel Standard vehicle inspection is \$17.50.

**6.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law E-200	Encroachment By-law	S. 5(2)	
Encroachment up to 1.5 square metres			\$ 60.00
Encroachment from 1.5 to 2.5 square metres			\$ 95.00
Encroachment over 2.5 square metres			\$125.00

## Schedule A

### Encroachment Bylaw S. 6

- (1) Encroachment other than those described in paragraph 4(a)(iv) of Bylaw E-200 shall be subject to an annual rental fee in the amount of \$1.00 per 0.1 square metres of such encroachment, with a minimum fee of \$10.00.
- (2) Temporary Encroachments shall be subject to a daily rental fee for the temporary use of the street or a part thereof during construction at the following rate:
  - (a) \$0.30 per square metre for the travelled way;
  - (b) \$0.25 per square metre for the sidewalk between the curb and 2 metres back from the curb face; and
  - (c) \$0.15 per square metre for the balance of the sidewalk and to the street line or property line which shall be payable monthly in advance, with the first month=s payment due at the time the license is issued and subsequent payments being due one month from the time of the previous due date.
- (3) For the purpose of subsection (2), where the encroachment occupies any part of a metered parking space, it shall be deemed to occupy the total metered parking space and the daily rental fee shall apply to 16.7 square metres of travelled way.

7.

By-law #	Short Title	Section	Fee
By-law P-800	Pesticide By-law	S. 7(2)	\$0.00
		Any other permits	\$0.00

### 8. Fees

1. Halifax Regional Municipality shall collect a \$2000<sup>o</sup> application fee, to change the name of a private road, public street or highway listed on the Civic Address File, where the existing street name is not in contravention of the HRM Civic Addressing Policies (i.e. a personal preference), except where a street name change resolves a civic addressing problem.
2. Halifax Regional Municipality shall collect a fee of \$300 per property to change a civic number, when the existing number is not in contravention of the Civic Addressing Policies (i.e. a personal preference) and only where a whole new number is available, except where a civic number change resolves a civic addressing problem.

## Schedule A

3. Halifax Regional Municipality shall collect a fee of \$1505 for the manufacture and installation of each Private Road sign and sign post as provided for in **Part 10** of the Civic Addressing By-law.

- This application fee assumes a consultative process.
- 5 This fee is under review.

## 9.

By-law #	Short Title	Section	Fee
By-law P-1000	On-Street Parking Exemptions & Permits	S. 4(1)	
		Residential Parking Exemption	\$30.00 Annual
		Visitor Parking Exemption	1 Day - \$5.00 14 Day - \$20.00
		Parking Permit – Area “A”	\$40.00 Monthly
		Parking Permit – Area “B”	\$35.00 Monthly
		Parking Permit – Area “C”	\$30.00 Monthly
		Parking Permit – Area “D”	\$20.00 Monthly
		Lost or Stolen Exemptions or Permits Replacements	\$10.00 each

The areas as described below include all streets which are located in the boundary up to and including both sides of the identified boundary street.

### **Area "A" within the former City of Halifax**

All that area of the former City of Halifax bounded as follows:

Beginning at the point of intersection of the shoreline of Halifax Harbour with the extension easterly of the northern official street line of Cogswell Street; Thence westerly following the northerly official street line of Cogswell Street to the extension northerly of the western official street line of Ahern Street; Thence westerly and southerly following the western official street line of Ahern Street and the extension thereof to the western official street line of Bell Road; Thence southerly following the western official street line of Bell Road, South Park Street and Young Avenue and the extension thereof to the southern official street line of Point Pleasant Drive; Thence easterly following the southern official street line of Point Pleasant Park Drive and the extension thereof easterly to the shoreline of Halifax Harbour; Thence Northerly following the shoreline of Halifax Harbour to the place of beginning.

### **Area "B" within the former City of Halifax**

## Schedule A

All that area of the former City of Halifax bounded as follows:

Beginning at the point of intersection of the shoreline of Halifax Harbour with the extension easterly of the northern official street line of Cogswell Street; Thence westerly following the northerly official street line of Cogswell Street to the extension northerly of the western official street line of Ahern Street; Thence westerly and southerly following the western official street line of Ahern Street and the extension thereof to the western official street line of Bell Road; Thence southerly following the western official street line of Bell Road, South Park Street and Young Avenue and the extension thereof to the southern official street line of Point Pleasant Drive; Thence westerly following the southern official street line of Point Pleasant Park Drive to the eastern official street line of Franklyn Street; Thence southerly and westerly following the eastern official street line of Franklyn Street and the boundary of the Point Pleasant Park to the eastern shore of the waters of the North West Arm; Thence Northerly following the shoreline of North West Arm to point of intersection of the extension southerly of the western street line of Bellevue Avenue; Then northerly following the western street line of Bellevue Avenue to the southern street line of Oakland Road; Then easterly following the southern street line of Oakland Road to the point of intersection with the extension of the western official street line of Waterloo Street; Then northerly following the western official street line of Waterloo Street and the extension thereof to the northern official street line of South Street; Thence westerly following the northern official street line of South Street to the western official street line of Seymour Street; Thence northerly following the western official street line of Seymour Street and the extension thereof to the northern official street line of Coburg Road; Thence westerly following the northern official street line of Coburg Road to the western official street line of Vernon Street; Thence northerly following the western official street line of Vernon Street and the extension thereof to the northern official street line of Quinpool Road; Thence easterly following the northern official street line of Quinpool Road to the eastern official street line of Windsor Street; Thence northerly following the eastern official street line of Windsor Street to the southern official street line of Cunard Street; Thence easterly following the southern official street line of Cunard Street to the western official street line of North Park Street; Thence southerly following the western official street line of North Park Street to the southern official street line of Cornwallis Street; Thence easterly following the southern official street line of Cornwallis Street and the extension thereof to the western shore of Halifax Harbour ; Thence southerly following shore of the Halifax Harbour to the place of beginning.

### **Area "C" within the former City of Halifax**

The remaining streets within Peninsula Halifax outside of those areas as described in Areas "A" and "B" for the former City of Halifax.

### **Area "C" within the former City of Dartmouth**

Beginning at the point of intersection of the shoreline of Halifax Harbour with the extension westerly of the northwestern official street line of Brookside Avenue; Thence northeasterly following the northwestern official street line of Brookside Avenue to the southwestern official street line of Wyse Road; Thence southeasterly following the southwestern official street line of Wyse Road to the extension of the northwestern official street line of Boland Avenue; Thence northeasterly following the northwestern official street line of Boland Avenue and the extension thereof to the northeastern official street line of Victoria Road; Thence northwesterly following the northeastern official street line of Victoria Road to the southeastern official street line of Woodland Avenue; then northeasterly following the southeastern official street line of Woodland Avenue to the point of intersection of the extension of the northeastern official street line of Maple Street; Thence southeasterly following the northeastern official street line of Maple Street and the extension thereof to the northwestern official street line of

## Schedule A

Ochterloney Street; Thence northerly following the northwestern official street line of Ochterloney Street to the western official street line of Prince Albert Road; Thence southerly following the western official street line of Prince Albert Road to the extension northwesterly of the southwestern official street line of Pleasant Street; Thence southeasterly following the southwestern official street line of Pleasant Street to the eastern official street line of Albert Street; Thence southerly following the eastern official street line of Albert Street to the shoreline of Halifax Harbour; Thence generally Northerly following the shoreline of Halifax Harbour to the place of beginning.

### **Area "D" within the former City of Dartmouth**

The remaining streets within the former City of Dartmouth outside the area as described in Area "C".

#### **10.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law B-600	Blasting By-law	s. (18)	
		For Blasting less than 50 cubic metres of rock	\$100.00
		All other applications	\$600.00

#### **11. Repealed – October 14, 2006**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law A-200	Automatic Machines By-law	S. 2. 5	
	Juke Box		\$125.00
	Amusement Machine		\$125.00
	Bulk Machine		\$ 25.00
	Vending Machine		\$ 55.00
	Mechanical Ride		\$ 35.00

Continuous period of time for an automatic license is defined as a twelve month period starting on April 1st and ending March 31<sup>st</sup>.

#### **12.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
<b>A.</b> By-law P-500	Parking By-law	10	Within the former City of Dartmouth \$1.00/hour
<b>B.</b> By-law P-500	Parking By-law	10	Within the former City of Halifax \$1.50/hour

**13.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law C-500	Commerce & Vending On Municipal Lands	4	
	Mobile canteen which is a motor vehicle		\$915.00 annum
	Bicycle Wagon		\$120.00 annum
	All other mobile Canteens		\$230.00 annum
	Special Events	31 (5)	\$200.00 event
	Artisans/Craftspeople -Spring Garden Road	32 (3)	\$ 35.00 annum
	-Waterfront	32 (4)	\$250.00 annum
	Newspaper Boxes	34 (2)	\$ 55.00 annum
	Vender Badge	19 (1), 31 (4)	\$ 5.00 badge

**14.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
By-law A-201	Automatic Machine Licensing By-law		
	Amusement Machine		\$35.00 annum
	Bulk Machine (Coin Mechanism)		\$10.00 annum
	Laundry Machine		\$25.00 annum
	Vending Machine License (Snack/Beverages)		\$55.00 annum
	Newspaper Boxes		\$55.00 annum

**15.**

<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fees</b>
By-law S-801	By-law for Temporary Signs	5(3)(h)	
	Multiple Resident Signs		\$20.00 per license per Occasion
	Mobile Signs		\$30.00 per license per 30 day occasion
	Box signs		\$100.00 per license per year
	Banners		\$60.00 per license per occasion
	Sandwich Boards		\$80.00 per license per



By-law #	Short Title	Section	Fees
			Year
	Inflatable Signs		\$30.00 per license
	Community Event Sign		\$20.00 per license

**16.**

Permanent Sign Fees	Within Former City of Dartmouth	Fees
	9.29 square metres or less	\$ 40.00 per sign
	Over 9.29 square metres	\$200.00 per sign
	Sign area is measured from the outermost area of the display surface and includes the entire display surface and any background	
	Within Former City of Halifax	
	Non-illuminated signs	\$30.00 per sign
	Illuminated signs	\$35.00 per sign
	Billboards	\$60.00 per sign

**17.**

Schedule of Engineering Fees – Local Improvement Charges	
Paving	5% of property owners share of total construction costs
Stand-alone curb	5% of property owners share of total construction costs
Sidewalk, Curb & Gutter	10% of property owners share of total construction costs

**18.**

By-law #	Short Title	Section	Fee
By-law N-300	Nuisance By-law	S.8(3)	\$50.00

**19.**

By-law #	Short Title	Section	Fee
By-law S-300	Streets By-law	23 (2)	
		Activity	
		Lateral Connection – Main	\$200.00
		Renew Lateral Connection –	\$200.00

		Main	
		Sewer Cap Off	\$200.00
		Water Lateral Cap	\$200.00
		Water Lateral Main to Prop	\$200.00
		Extension to Sewer Main	\$700.00
		Sewer Main Repair	\$700.00
		New Watermain	\$700.00
		Watermain Relining	\$700.00
		Watermain Renewal	\$700.00
		Culvert	\$200.00
		Curb/Sidewalk Cut	\$200.00
		Utility Pole Support Anchor(s)	\$125.00
		Utility Pole Installation	\$125.00
		Replace Utility Pole	\$125.00
		Oversize Move	\$125.00
		Sidewalk Cafe'	\$200.00
		Temporary Closure – Crane	\$200.00
		Partial Closure – Crane	\$200.00
		Partial Closure – Movie	\$200.00
		Temporary Closure – Movie	\$200.00
		Partial Closure – General	\$200.00
		Temporary Closure – General	\$200.00
		Overhead Power Lines	\$125.00
		Overhead Telecom Lines	\$125.00
		Monitor Well/Borehole	\$125.00
		Rickshaws	\$200.00
		Special Events	No Charge
		Overhead Banner	\$125.00
		Lateral Connection- Pro Line	\$200.00
		Renew Lateral Connection – Prop	\$200.00
		Water Lateral Renewal	\$200.00
		Buried Electrical Lateral	\$200.00
		Buried Electrical Main	\$200.00
		Buried Telecom Lateral	\$200.00
		Buried Telecom Main	\$200.00
		Newspaper Boxes	\$125.00
		Refuse Container	\$125.00
		Advertising Benches	\$125.00
<b>By-law #</b>	<b>Short Title</b>	<b>Section</b>	<b>Fee</b>
		Kiosk/Booths	\$125.00
		Transit Shelter	\$125.00
		Capital Project	\$125.00
		Repairs to Street Surface	\$125.00
		Repairs to sidewalk	\$125.00
		Road Construction	\$125.00
		Temp Workplace Adjacent to	\$125.00

		<b>ROW</b>	
		Temporary Workplace on ROW	\$125.00
		Natural Gas Lateral	\$200.00
		Natural Gas Main (<20m)	\$200.00
		Natural Gas Main (21m < 500m)	\$700.00
		Natural Gas Main (>500 m)	Staff Time
		24(1)(a)	\$1000.00 Security Deposit
		24 (1)(b)	
		<b>SID (Percentage of Pavement Reinstatement Cost)</b>	
		8.5 – 10	30%
		7.0 – 8.5	25%
		6.0 – 7.0	20%
		4.0 – 6.0	15%
		0.0 – 4.0	5%
		24 (1)(c)	15% of total restoration Cost based on current unit prices
		25 (2)	\$ 1000.00 Application Fee \$20,000.00 Security Deposit
		25(6)	\$65.00 per inspection
		28(h)(i)	\$2 million per occurrence
		28(h)(ii)	\$2 million per occurrence
		30(2)	\$1000.00 Security Deposit

20.

<b>Solar Collection System Permit</b>	<b>Fee</b>
Consolidated processing fee for the development and construction inspections for the installation of Solar Collection	\$150.00

Systems	
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**Amendment No. 1**  
Processing Fees

Notice of Motion:  
Approved:

March 23, 1999  
March 30, 1999

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**Amendment No. 2**

Items 2 & 3 added to Schedule AA@

Notice of Motion

May 4, 1999

Approved:

May 11, 1999

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**Amendment No. 3**

Item 4 added to Schedule AA@

(By-Law O-100 Open Air Burning By-Law)

Notice of Motion:

June 1, 1999

Approved:

June 15, 1999

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**Amendment No. 4**

addition of Item 5 to Schedule AA@

(By-Law T-108 Taxi & Limousine)

Notice of Motion:

June 1, 1999

Approved:

July 6, 1999

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**Amendment No. 5**

addition of Item 6

(By-Law E-200 Encroachments)

Notice of Motion:

June 1, 1999

Approved:

July 13, 1999

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**Amendment No. 6**

addition of Item 7

(By-Law P-800 Pesticides)

Notice of Motion:

December 12, 2000

Approved:

January 9, 2001

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**Amendment No. 7**

Add Item 8

(Fees)

Notice of Motion:

February 5, 2002

Approved:

February 12, 2002

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**Amendment No. 8**

Add Item 9

(On Street Parking Exemptions and Permits)

Notice of Motion:

December 10, 2002

Approved:

March 18, 2003

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**Amendment No. 9**

Add Item 10

(Blasting By-law)

Notice of Motion:

November 4, 2003

Approved:

November 18, 2003

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**Amendment No. 10**

Add Item 11

(Automatic Machines)

Notice of Motion:

February 3, 2004

Approved:

March 2, 2004

---

**Amendment No. 11**

Amendments to Schedule A

(Heritage Property Demolition and De-registration & Planning Applications)

Notice of Motion: (Councillor Sloane)

June 13, 2006

Approval

June 20, 2006

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**Amendment No. 12**

Addition to schedule - Section 12

(Parking Meter Rates)

Notice of Motion:

Approval:

June 20, 2006

Effective Date

July 1, 2006

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**Amendment No. 13**

Addition to schedule

(Commerce & Vending on Municipal Lands)

Notice of Motion:	July 4, 2006
Approval:	September 12, 2006
Effective Date:	September 16, 2006

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**Amendment No. 14**

Addition to schedule  
(Automatic Machines)

Notice of Motion:	August 8, 2006
Approval:	October 3, 2006
Effective Date:	October 14, 2006

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**Amendment No 15**

Addition to schedule  
(Sign By-law)

Notice of Motion:	June 27, 2006
Approval:	September 12, 2006
Effective Date:	November 18, 2006

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**Amendment No 16**

Addition to schedule  
(Street Improvements)

Notice of Motion:	March 6, 2007
Approval:	April 10, 2007
Effective Date:	April 1, 2006

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**Amendment No 17**

Addition to schedule  
(By-Law N-300 Nuisances)

Notice of Motion:	July 3, 2007
Approval:	August 7, 2007

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**Amendment No 18**

Addition to schedule  
(By-law S-308 Streets)

Notice of Motion:	June 24, 2008
Approval:	July 8, 2008

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**Amendment No. 19**

Addition to schedule  
(By-law C-500)

Notice of Motion:	May 11, 2010
Approval:	May 18, 2010

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**Amendment No. 20**

Addition to schedule  
(By-law S-309)

Notice of Motion:	June 22, 2010
Approval:	August 3, 2010

---

**Amendment No. 21**

Replace Section 1 of Schedule A

Notice of Motion:	September 21, 2010
Approval:	September 28, 2010

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**Amendment No 22**

Replace Schedule AA@, Section 5

Notice of Motion:	September 21, 2010
Approval:	October 19, 2010
Effective Date:	December 24, 2010

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**Amendment No 23**

Amendment to Section 9

Notice of Motion:	January 24, 2012
Approval:	January 31, 2012

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**Amendment No 24**

Addition to schedule

Notice of Motion:	September 25, 2012
Approval:	October 2, 2012

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**Amendment No 25**

Amendments to # 5

Notice of Motion:	September 25, 2012
Approval:	October 23, 2012
Effective Date:	November 17, 2012