

A Guide to the Temporary Sign By-Law

General Overview

- **regulations for all temporary signs**, with most temporary signs requiring a license
- licenses must be **displayed on signs**
- the **number of signs** per property is limited
- requires all temporary signs to be **properly maintained**
- prohibits **third party** signs

Application Information

- ❑ **site plan** which shows the location and type of the proposed sign in relation to curb and sidewalk, if applicable, or edge of travel way and property lines, buildings, landscaped areas, parking, driveways, adjacent streets, and any other Mobile Signs or Planter Box Signs
- ❑ plan, drawn to scale, showing the **graphic design** and **construction materials** and **message** on the proposed sign
- ❑ approval of the **Nova Scotia Department of Transportation and Public Works** (where applicable)
- ❑ for a **Mobile Sign or Planter Box Sign**, the application shall be accompanied by **written permission** by the property owner or approved management company
- ❑ **duration** of the sign placement
- ❑ **name of the business** or use for which the sign is being applied

Definitions

Planter Box Sign - means a semi-permanent sign which is not easily moveable due to a enclosed weighted system for support and must have a decorative header above the sign face which shall not have more than two faces. The sign face shall form part of and be supported by the enclosed weighted system but shall not be a mobile sign with the support legs situated within the enclosed weighted system

Mobile Sign - means any sign, whether illuminated or not, which is specifically designed or intended to be readily moved from one location to another and which does not rely on a building or fixed foundation for its structural support

Sandwich Board Sign - means a sign, freestanding, intended for temporary 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

Banner, Flush Mounted - means a flexible, removable sign intended for temporary mounting directly onto a building wall

Third Party Sign – means a sign that directs attention to a business, profession, activity, commodity, service or entertainment, other than those conducted, sold, promoted or offered upon the premises where such sign is located or within the building to which such sign is affixed. Third party signs shall not include posters located on community kiosks and sign company identification plates on temporary signs

Temporary Signs that Require a License

	Mobile	Sandwich Board		Banner	Planter Box	Apartment Building
		Private Property	HRM Rights of Way			
Maximum Number of Sign Faces	2	2	2	1	2	2
Dimensions	Height: 10 ft (3 m)	Height: 4 ft (1.2 m) Width: 2.6 ft (0.8 m)	Height: 3 ft (0.9 m) Width: 2 ft (0.6 m)	N/A	Height: 12 ft (3.7 m)	type of sign used
Sign area	50 sq ft (4.6 sq m)	10.4 sq ft (1 sq m)	6 sq ft (0.6 sq m)	max. of 10% wall area	50 sq ft (4.6 sq m)	type of sign used
Setbacks	Curb: 15 ft (4.6 m) No curb: 23 ft (7 m)	N/A	Requires HRM approval	N/A	Curb: 15 ft (4.6 m) No curb: 23 ft (7 m)	type of sign used
Separation	100 ft (30.5 m)	N/A	Requires HRM approval	N/A	150 ft (45.7 m)	20 ft (6.1 m) from any other sign
Duration	60 days	one year	one year	120 days	one year	30 days 2 times per year
Down time	60 days before re-applying	N/A	N/A	30 days	N/A	N/A
Cost	\$60 per license	\$80 per license	\$80 per license	\$60 per license	\$80 per license	\$20 per license
Areas restricted	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	N/A	Requires HRM approval	N/A	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	type of sign used
Zoning	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Properties Zoned or Used for Residential
Number of Units	N/A	N/A	N/A	N/A	N/A	50 units or more
Public Liability Insurance	N/A	N/A	Proof of Insurance	N/A	N/A	N/A

Temporary Signs that Require a License

	Special Event	Grand Opening/Moving	Multi Special Event	Christmas Tree Lots	Garden Centre
Maximum Number of Sign Faces	2	2	2	2	2
Height	type of sign used	type of sign used	10 ft (3 m)	10 ft.(3 m)	10 ft.(3 m)
Sign area	type of sign used	type of sign used	50 sq ft (4.6 sq m)	50 sq ft (4.6 sq m)	50 sq ft (4.6 sq m)
Setbacks	type of sign used	type of sign used	curb - 15 ft (4.6 m) no curb - 23 ft (7 m)	curb - 15 ft (4.6 m) no curb - 23 ft (7 m)	curb - 15 ft (4.6 m) no curb - 23 ft (7 m)
Separation	N/A	100 ft (30.5 m) from other mobile signs on same lot	10 ft (3 m) between signs	100 ft (30.5 m) from other mobile signs on same lot	100 ft (30.5 m) from other mobile signs on same lot
Duration	30 days	30 days	14 days	45 days	180 days
Down time	30 days	N/A	twice per year	once per calendar year	once per calendar year
Cost	no fee	\$20.00 per license	\$20.00 per license	\$60.00 per license	\$60.00 per license
Areas restricted	N/A	type of sign used	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)	Downtown Dartmouth; Bedford; Cole Harbour (C-1 Zone); Eastern Passage (C-2 Zone)
% of wall coverage	N/A	Banner - 10 % others types - N/A	N/A	N/A	N/A
Zoning	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses

Temporary Signs - No License Required

	Signs on Private Property		Signs within HRM Rights of Way		
	Short Term Events	Inflatable	Posters	Yard Sale Posters	Film Industry Directional Signs
Maximum Number of Sign Faces	2	N/A	N/A	N/A	Requires HRM approval
Height	type of sign used	N/A	N/A	N/A	Requires HRM approval
Sign area	type of sign used	N/A	N/A	N/A	Requires HRM approval
Setbacks	type of sign used	N/A	N/A	N/A	N/A
Duration	2 days	14 days per 30 day period	N/A	N/A (must be removed 48 hours after event)	21 days
Down time	Max. 6 times per year	N/A	N/A	N/A	N/A
Cost	no fee	no fee	N/A	N/A	N/A
Areas restricted	N/A	N/A	HRM-approved community kiosk or notice board	N/A	N/A
% of wall coverage	banner - 10%	N/A	N/A	N/A	N/A
Zoning	Commercial, Industrial, or Institutional Zones or Uses	Commercial, Industrial, or Institutional Zones or Uses	N/A	N/A	N/A

Office Locations

For further information, please visit or contact one of the following offices:

West End Mall Branch Office

6960 Mumford Road, Halifax

Information 490-5650

Fax 490-4645

Sackville Branch Office

636 Sackville Drive, Lower Sackville

Information 869-4380

Fax 869-4254

Dartmouth Branch Office

2nd Floor, 40 Alderney Drive, Dartmouth

Information 490-4435

Fax 490-4661

Office Hours

8:30 a.m. to 4:30 p.m. Monday through Friday (except statutory holidays)

The Temporary Sign By-Law was approved by HRM Council on September 12, 2006 and became effective on November 18, 2006.

A copy of the Temporary Sign By-Law (By-law S-800) may be obtained from one of the locations above or by visiting the HRM website at <http://www.halifax.ca/legislation/bylaws/hrm/>.