



Corporate Report

NO: R070

COUNCIL DATE: APRIL 16, 2007

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **April 16, 2007**

FROM: **City Solicitor**

FILE: **Signage**

SUBJECT: Signs – Sign By-Law 1999, No. 13656

RECOMMENDATION

It is recommended that Council endorse the continuation of the actions being taken to remove unauthorized signs throughout the City.

BACKGROUND

The By-Law and Licensing Section has commenced a proactive initiative to address the proliferation of unauthorized signage throughout the City. In our approach, the following steps are being taken.

1. The owner(s) of the property or businesses are being contacted personally by our department with a By-Law Officer attending the area.
2. The owner of the sign(s) are being contacted personally by the area By-Law Officer as to the removal of their sign(s).
3. Letters are being sent for follow-up to those that fail to comply indicating the City's intent to remove these sign(s) from City property.
4. Documentation is provided as to the removal and the location whereby the owner(s) may retrieve their sign(s) (at City Works Yard main/South and North).
5. Engineering department is assisting with those signs on City property that due to scale require equipment in order to have them removed.

Those signs that are attached to utility poles, or on City boulevards are being removed immediately by the By-Law Officers in their existing zones throughout the City. Any signs that are on private property and do not meet the requirements of the City, the owner

is contacted personally and advised as to the process in order to have the signs in compliance with the City standards or have them removed from their property.

Our Building Department (Commercial Sign Unit) has been advised of those businesses who are not in compliance with the Sign By-Law and that the respective property owner will be in contact with the department as to the procedure and process. The property owners are also advised of the name, phone number and contact person within the Building Department to have the necessary permit and authorization for their respective sign.

DISCUSSION

The By-Law department has removed in excess of 2,500 illegal signs to date within the City that were on City right of way and City boulevards. In the case of businesses where signs have been erected without the proper permit and authorization of the City, we are continuing to work with the owners to have the signs brought into compliance with the Sign By-law or removed. Sandwich board signs have been reduced significantly throughout the City.

CONCLUSION

It is recommended that Council endorse the continuation of the By-Law and Licensing Section initiative in relation to the removal of unauthorized signs throughout the City.

Craig MacFarlane
City Solicitor

cc: Manager, By-law & Licensing