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Dear Candidate;

Municipal elections are conducted in accordance with the provisions of the Municipal Elections Act, the Municipal Act, the Assessment Act and the Education Act. The City Clerk is the Chief Returning Officer and is responsible for coordinating all facets of the Election.

Copies of the Municipal Elections Act and any other Acts can be obtained from the **Government Book Store, located at 880 Bay St, Toronto, Ontario 416- 326-5300.**

Other sources of information include:

|   |  |
|---|--|
| Ministry of Municipal Affairs and Housing : | <a href="http://www.mah.gov.on.ca">www.mah.gov.on.ca</a>                     |
| Ministry of Education:                      | <a href="http://www.edu.gov.on.ca">www.edu.gov.on.ca</a>                     |
| City of Mississauga:                        | <a href="http://www.mississauga.ca/vote2003">www.mississauga.ca/vote2003</a> |

As an introduction to the Municipal Election, we have prepared this Candidate's Kit for your information. The kit is intended to provide information and key dates which will assist you in the upcoming election. Although this kit contains information on qualifications and requirements, it is only a guide. **It is your responsibility as a Candidate to familiarize yourself with all legislative and municipal requirements.**

The Office of the City Clerk can assist you, so do not hesitate to call us if you have any questions or concerns.

Inquiries may be forwarded to myself at 905-896-5419 or Pina Mancuso, Election Officer at 905-615-3354.

Yours truly;

Crystal Greer  
City Clerk and Returning Officer



# Municipal Election 2003

## GENERAL INFORMATION

### ***ELECTION DAY:***

MONDAY NOVEMBER 10<sup>TH</sup> 2003

### ***ADVANCE VOTING DAYS:***

SATURDAY NOVEMBER 1<sup>ST</sup> 2003

MONDAY NOVEMBER 3<sup>RD</sup> 2003

TUESDAY NOVEMBER 4<sup>TH</sup> 2003

WEDNESDAY NOVEMBER 5<sup>TH</sup> 2003

ADVANCE VOTING IS HELD TO ALLOW ELECTORS WHO ARE UNABLE TO VOTE ON ELECTION DAY TO CAST THEIR VOTES. ALL VOTING LOCATIONS ARE ACCESSIBLE TO THE PHYSICALLY CHALLENGED, HOWEVER MOBILITY IMPAIRED ELECTORS ARE ENCOURAGED TO VOTE ON THE ADVANCE VOTING DAY(S).

### ***VOTING HOURS:***

POLLS ARE OPEN FROM 10:00AM - 8:00PM.

### ***OFFICES TO BE ELECTED:***

#### MAYOR

ONE (1) TO BE ELECTED AT LARGE.

#### COUNCILLORS

ONE (1) TO BE ELECTED FOR EACH OF WARDS, 1-9 INCLUSIVE.

#### TRUSTEES

THE DISTRIBUTION HAS NOT YET BEEN DETERMINED FOR THE 2003 ELECTION. HOWEVER THE FOLLOWING IS THE 2000 DISTRIBUTION.



# Municipal Election 2003

## ENGLISH LANGUAGE PUBLIC DISTRICT SCHOOL BOARD #19 (2000)

WARD 2 - ONE (1) TRUSTEE  
WARD 5 - ONE (1) TRUSTEE  
WARD 6 - ONE (1) TRUSTEE  
WARD 8 - ONE (1) TRUSTEE  
WARD 9 - ONE (1) TRUSTEE  
WARD 1 & 7 (COMBINED) - ONE (1) TRUSTEE  
WARD 3 & 4 (COMBINED) - ONE (1) TRUSTEE

## ENGLISH LANGUAGE SEPARATE DISTRICT SCHOOL BOARD #43 (2000)

WARD 4 - ONE (1) TRUSTEE  
WARD 5 - ONE (1) TRUSTEE  
WARD 6 - ONE (1) TRUSTEE  
WARD 7 - ONE (1) TRUSTEE  
WARD 9 - ONE (1) TRUSTEE  
WARD 1 & 3 (COMBINED) - ONE (1) TRUSTEE  
WARD 2 & 8 (COMBINED) - ONE (1) TRUSTEE

## FRENCH LANGUAGE PUBLIC DISTRICT SCHOOL BOARD #58 (2000)

ONE (1) TO BE ELECTED AT LARGE IN THE REGION OF PEEL

## FRENCH LANGUAGE SEPARATE DISTRICT SCHOOL BOARD #64 (2000)

ONE (1) TO BE ELECTED AT LARGE IN THE REGION OF PEEL

**THE 2003 TRUSTEE DISTRIBUTION WILL BE FORWARDED TO ALL CANDIDATES  
AS SOON AS THE DETERMINATION HAS BEEN MADE.**

### ***ANNUAL REMUNERATION:***

BYLAW #0511-2002

|                      |              |
|----------------------|--------------|
| MAYOR                | \$111,636.00 |
| CITY COUNCILLOR      | \$66,455.00  |
| REGIONAL COUNCILLOR* | \$39,817.09  |
| TRUSTEES             | \$ 5,000.00  |



# Municipal Election 2003

\*THE MAYOR AND ALL CITY COUNCILLORS ARE AUTOMATICALLY MEMBERS OF COUNCIL OF THE REGIONAL MUNICIPALITY OF PEEL.

## ***ENUMERATION:***

THE LIST WITH ALL APPROPRIATE CORRECTIONS WILL BE MADE AVAILABLE TO ALL REGISTERED CANDIDATES BY SEPTEMBER 2, 2003.

## ***REVISION PERIOD:***

REVISION PERIOD GIVES ELECTORS THE OPPORTUNITY TO MAKE CORRECTIONS, ADDITIONS OR DELETIONS TO ANY OF THE INFORMATION/DATA IN THE VOTERS' LIST. ELECTORS MAY MAKE CORRECTIONS, ADDITIONS OR DELETIONS TO PERSONAL INFORMATION RELATING TO THEM BETWEEN:

**SEPTEMBER 2 AND NOVEMBER 10 (ELECTION DAY.)**

ELECTORS MAY SUBMIT AN APPLICATION TO THE CLERK REQUESTING THAT ANOTHER PERSON'S NAME BE REMOVED FROM THE VOTERS' LIST BETWEEN:

**SEPTEMBER 2 AND SEPTEMBER 26 (NOMINATION DAY).**

THE VOTERS' LIST CAN BE VIEWED AT THE OFFICE OF THE CITY CLERK DURING REGULAR OFFICE HOURS BETWEEN:

**SEPTEMBER 2 AND NOVEMBER 10 (ELECTION DAY)**

## ***VOTER NOTIFICATION CARD:***

VOTER NOTIFICATION CARDS WILL BE MAILED TO ALL RESIDENTIAL UNITS, FARM RESIDENTIAL UNITS, AND NON-RESIDENTIAL ELECTORS AT THE END OF OCTOBER 2003 ADVISING OF THE DATES, TIMES AND LOCATIONS OF ADVANCE VOTING AND REGULAR VOTING.

## ***CONSECUTIVE HOURS FOR VOTING:***

AN ELECTOR WHOSE HOURS OF EMPLOYMENT ARE SUCH THAT HE OR SHE WOULD NOT OTHERWISE HAVE THREE CONSECUTIVE HOURS TO VOTE ON VOTING DAY IS ENTITLED TO BE ABSENT FROM WORK FOR AS LONG AS IS NECESSARY TO ALLOW THAT AMOUNT OF TIME. THE ABSENCE SHALL BE TIMED TO SUIT THE EMPLOYER'S CONVENIENCE AS MUCH AS POSSIBLE.



# Municipal Election 2003

## ***PROXY VOTING:***

THE APPOINTMENT OF A VOTING PROXY MAY BE MADE ONLY **AFTER** NOMINATION DAY. A PROXY CAN BE SUBMITTED TO THE CITY CLERK BETWEEN:

**SEPTEMBER 30 - NOVEMBER 10 (8:30AM-4:30PM)**

ANY PERSON WHO IS A QUALIFIED ELECTOR MAY VOTE BY PROXY AND MAY APPOINT AS HIS/HER PROXY ANY OTHER PERSON WHO IS ELIGIBLE AS AN ELECTOR IN THE MUNICIPALITY. THIS APPOINTMENT MUST BE MADE BY USING A PRESCRIBED FORM AVAILABLE FROM THE OFFICE OF THE CITY CLERK.

A PERSON APPOINTED AS A VOTING PROXY MAY ONLY ACT FOR ONE PERSON WHO IS NOT A RELATIVE BUT CAN ACT AS PROXY FOR ANY NUMBER OF RELATIVES (INCLUDING SPOUSES OR SIBLINGS, PARENTS, CHILDREN, GRANDPARENTS AND GRANDCHILDREN.)

## ***SIGNS:***

INCLUDED IN THIS KIT IS A COPY OF CITY OF MISSISSAUGA BY-LAW 54-02 AS AMENDED REGULATING ELECTION SIGNS. FOR FURTHER INFORMATION CONTACT:

**JOHN OATES, MANAGER OF PERMIT ADMINISTRATION & ZONE ADMINISTRATION AT 896-5590**

## ***HEADQUARTERS:***

WHEN ESTABLISHING YOUR HEADQUARTER LOCATION, PLEASE CONTACT **ART LEONARD, SUPERVISOR OF CUSTOMER SERVICE, BUILDING SECTION, AT 905-896-5613**, TO ENQUIRE ABOUT ALL ZONING AND BUILDING CODE REQUIREMENTS.



# Municipal Election 2003

## SCHEDULE OF KEY DATES

|   |   |
|---|---|
| TUESDAY JANUARY 2, 2003 TO<br>THURSDAY SEPTEMBER 25, 2003 | <b>NOMINATION/ REGISTRATION PERIOD</b> (SEE ALSO NOMINATION DAY)<br><br>NOMINATIONS MAY BE FILED BY CANDIDATES PRIOR TO NOMINATION DAY AT ANY TIME DURING REGULAR BUSINESS HRS (8:30AM-4:30PM)  |
| TUESDAY JANUARY 2, 2003 TO<br>WEDNESDAY DECEMBER 31, 2003 | <b>CAMPAIGN PERIOD</b><br><br>THE CAMPAIGN PERIOD BEGINS ON JANUARY 2, 2003 OR WHENEVER A CANDIDATE FILES A NOMINATION PAPER AND ENDS DECEMBER 31, 2003 UNLESS A CANDIDATE WITHDRAWS THE NOMINATION, THE CLERK REJECTS THE NOMINATION OR THE CANDIDATE IS CONTINUING HIS OR HER CAMPAIGN TO ERASE A DEFICIT                                 |
| MARCH 31, 2003  | <b>CHANGES TO THE POLLING SUBDIVISION BOUNDARIES</b><br><br>DEADLINE TO SUBMIT CHANGES TO MPAC  |
| THURSDAY JULY 31, 2003                                    | <b>DATE OF RECEIPT OF PRELIMINARY LIST OF ELECTORS</b><br><br>DEADLINE FOR MPAC TO PROVIDE PRELIMINARY LIST OF ELECTORS TO THE CLERK. THE CLERK SHALL CHECK THE LIST FOR OBVIOUS ERRORS AND MAKE NECESSARY CORRECTIONS  |
| TUESDAY SEPTEMBER 2, 2003                                 | <b>POST VOTERS' LIST</b><br><br>THE CLERK SHALL POST THE VOTERS' LIST FOR REVISION  |
| TUESDAY SEPTEMBER 2, 2003 TO<br>MONDAY NOVEMBER 10, 2003  | <b>REVISION PERIOD</b><br><br>ELIGIBLE ELECTORS, WHOSE NAMES ARE NOT ON THE VOTERS' LIST OR WHOSE NAMES WERE SHOWN INCORRECTLY ON THE LIST MAY FILE AN APPLICATION WITH THE CLERK'S OFFICE OR AT A VOTING PLACE. AN ELECTOR MAY ALSO DELETE HIS/HER OWN NAME FROM THE LIST BY FILING THE APPLICATION WITH THE CLERK OR AT THE VOTING PLACE. |
| FRIDAY SEPTEMBER 26, 2003                                 | <b>REVISION- APPLICATION TO REMOVE AN ELECTOR'S NAME</b><br><br>DEADLINE FOR AN INDIVIDUAL TO SUBMIT AN APPLICATION TO REMOVE AN ELECTORS NAME FROM THE VOTERS' LIST. THE CLERK IS TO DETERMINE IF THE NAME IS TO BE REMOVED  |
| FRIDAY SEPTEMBER 26, 2003                                 | <b>NOMINATION DAY</b><br><br>DEADLINE FOR FILING NOMINATIONS. NOMINATIONS MAY BE FILED ONLY BETWEEN 9:00AM-5:00PM   |
| MONDAY SEPTEMBER 29, 2003                                 | <b>CERTIFICATION OF NOMINATION PAPERS</b><br><br>DEADLINE FOR THE CLERK TO CERTIFY NOMINATION PAPERS BEFORE 4:00PM  |
| MONDAY SEPTEMBER 29, 2003                                 | <b>WITHDRAWAL OF NOMINATION</b><br><br>DEADLINE TO WITHDRAW NOMINATION IN WRITING BEFORE 5:00PM   |



# Municipal Election 2003

|   |   |
|---|---|
| MONDAY SEPTEMBER 29, 2003   | <b>ACCLAMATION</b><br><br>THE CLERK SHALL AFTER 5:00PM DECLARE THE ELIGIBLE CANDIDATE(S) TO BE DULY ELECTED   |
| TUESDAY SEPTEMBER 30, 2003 TO<br>MONDAY NOVEMBER 10, 2003<br>(8:30AM-4:30PM)<br><br>SATURDAY NOVEMBER 1, 2003<br>(12:00NOON-5:00PM) | <b>PROXY</b><br><br>ELECTORS APPOINTED AS VOTING PROXIES MUST APPLY FOR THEIR VOTING PROXY CERTIFICATES IN THE CLERKS' OFFICE   |
| MONDAY OCTOBER 6, 2003  | <b>CERTIFICATE OF MAXIMUM CAMPAIGN SPENDING LIMITS</b><br><br>THE CLERK MUST PROVIDE THE CERTIFICATE TO ALL CERTIFIED CANDIDATES  |
| MONDAY OCTOBER 6, 2003  | <b>INTERIM LIST</b><br><br>THE CLERK SHALL PREPARE AN INTERIM LIST OF CHANGES MADE TO THE PRELIMINARY VOTERS' LIST AND GIVE A COPY TO EACH PERSON WHO RECEIVED A PRELIMINARY LIST AND TO EACH CERTIFIED CANDIDATE   |
| SATURDAY NOVEMBER 1, 2003<br>MONDAY NOVEMBER 3, 2003<br>TUESDAY NOVEMBER 4, 2003<br>WEDNESDAY NOVEMBER 5, 2003                      | <b>ADVANCE POLLS</b>  |
| MONDAY NOVEMBER 10, 2003  | <b>ELECTION DAY</b>   |
| THURSDAY NOVEMBER 13, 2003  | <b>OFFICIAL RESULTS</b><br><br>THE CLERK WILL PUBLICALLY DECLARE THE ELECTED CANDIDATES   |
| WEDNESDAY DECEMBER 31, 2003   | <b>NOTIFICATION TO THE CLERK OF A DEFICIT AND CONTINUATION OF CAMPAIGN PERIOD</b><br><br>IF A CANDIDATE HAS A DEFICIT OF DECEMBER 31, 2003 AND WISHES TO CONTINUE FUND RAISING TO ELIMINATE THE DEFICIT, THE CANDIDATE MUST NOTIFY THE CLERK IN THE PRESCRIBED FORM ON OR BEFORE DECEMBER 31, 2003. FAILURE TO DO SO WILL MEANS THAT THE CAMPAIGN PERIOD AUTOMATICALLY ENDS ON FRIDAY DECEMBER 31, 2003 |
| WEDNESDAY MARCH 31, 2004  | <b>DEADLINE FOR APPLICATION OF FINANCIAL STATEMENTS</b><br><br>ALL NOMINATED CANDIDATES MUST FILE THEIR FINANCIAL STATEMENTS  |
| MONDAY AUGUST 30, 2004<br>5:00PM<br>TUESDAY MARCH 1, 2005   | <b>SUPPLEMENTARY FILING DATE(S)</b><br><br>IF THE CANDIDATE'S CAMPAIGN PERIOD IS CONTINUING IN ORDER TO ELIMINATE A DEFICIT, THE CANDIDATE MUST FILE A SUPPLEMENTARY FINANCIAL STATEMENT.   |



# Municipal Election 2003

## NOMINATIONS

NOMINATIONS MAY BE FILED WITH

THE OFFICE OF CITY CLERK  
THE CORPORATION OF THE CITY OF MISSISSAUGA  
300 CITY CENTRE DR, 3RD FLOOR  
MISSISSAUGA, ONTARIO

BETWEEN:

JANUARY 2, 2003 TO SEPTEMBER 25, 2003 **(8:30AM - 4:30PM)**

AND ON

NOMINATION DAY :SEPTEMBER 26, 2003 **(9:00AM - 5:00PM)**

NOTE: THE CANDIDATE'S CAMPAIGN PERIOD BEGINS THE DAY THE CANDIDATE FILES HIS/HER NOMINATION PAPER.

@ @ CANDIDATES ARE NOT REQUIRED TO OBTAIN SIGNATURES FOR THEIR NOMINATION PAPER

@ @ REGISTRATION/NOMINATION PAPERS WILL NOT BE CERTIFIED UNTIL THE WEEK OF SEPTEMBER 22 TO 29, 2003.

THE CLERK'S OFFICE  
WILL CONTACT ALL CANDIDATES A WEEK PRIOR TO THIS TO CONFIRM THEIR NOMINATION

@ @ PROSPECTIVE CANDIDATES WILL BE REQUIRED TO PROVIDE APPROPRIATE IDENTIFICATION WHEN SUBMITTING A NOMINATION FORM (IE; DRIVERS' LICENSE, PASSPORT ETC..)



# Nomination Paper



Form EL01 (2003)  
The Municipal Elections Act 1996

Print or type information (except for signatures)

The information collected on this form is collected under the authority of the Municipal Act and the Municipal Elections Act. The information will be used for employment purposes only. Any questions regarding the Freedom of Information and Protection of Individual Privacy Act should be directed to the Freedom of Information Co-ordinator, Office of the City Clerk, 300 City Centre Drive, Mississauga, ON L5B 3C1.

**Note: A Nomination Paper may only be filed in person or by an agent; it may not be faxed.**  
**It is the responsibility of the person being nominated to file a complete and accurate nomination paper.**

Complete this form and return it to: **Office of the City Clerk, 3rd Floor**  
**300 City Centre Drive, Mississauga, ON**

|  |       |        |
|--|-------|--------|
| Legal name of nominee:   |       |        |
| Last   | First | Middle |
| <hr/>  |       |        |
| Name of nominee as it is to appear on the ballot (subject to agreement of Municipal Clerk) |       |        |
| Last   | First | Middle |
| <hr/>  |       |        |

Nomination paper of a person to be a candidate at an election to be held in: **CITY OF MISSISSAUGA**

|  |             |                                  |                  |
|--|-------------|----------------------------------|------------------|
| <b>Nominated for the office of:</b>  |             | <b>Ward Number (if any)</b>      |                  |
| <hr/>  |             | <hr/>                            |                  |
| <b>Nominee's full qualifying address within the Municipality:</b>                        |             |                                  |                  |
| No.  | Street Name | Unit                             | City Postal Code |
| <hr/>  |             |                                  |                  |
| <b>Mailing address: (if different than above)</b>  |             |                                  |                  |
| No.  | Street Name | Unit                             | City Postal Code |
| <hr/>  |             |                                  |                  |
| <b>If nominated for School Board, full address of residence within its jurisdiction:</b> |             |                                  |                  |
| No.  | Street Name | Unit                             | City Postal Code |
| <hr/>  |             |                                  |                  |
| <b>TELEPHONE: (home)</b> ( )   |             | <b>TELEPHONE: (business)</b> ( ) |                  |
| <hr/>  |             | <hr/>                            |                  |
| <b>FAX NO.</b> ( )   |             | <b>E-MAIL ADDRESS</b>            |                  |
| <hr/>  |             | <hr/>                            |                  |

|   |                                 |
|---|---------------------------------|
| <b>Consent of Nominee and declaration of qualification</b>  |                                 |
| I, _____ the nominee mentioned in this nomination paper, do hereby consent to such nomination and declare that I am or will be legally qualified as of nomination day to be elected and to hold the office for which I am nominated and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath. |                                 |
| DECLARED before me at the <u>CITY</u> of <u>MISSISSAUGA</u> in the <u>REGION OF PEEL</u> this (date) _____ 2003.  |                                 |
| _____<br>(signature of clerk or designate)  | _____<br>(signature of nominee) |

|   |  |
|---|--|
| Date filed: _____   |  |
| Time filed: _____   |  |
| Fee paid: Yes <input type="checkbox"/> No <input type="checkbox"/> Initial: _____ | _____  |
| Nominee <input type="checkbox"/> OR Agent <input type="checkbox"/>                | (signature of clerk <input type="checkbox"/> OR designate <input type="checkbox"/> ) |

|  |                           |
|--|---------------------------|
| <b>CERTIFICATE</b>   |                           |
| I, the undersigned clerk of the municipality, do hereby certify that I have examined the nomination paper of the aforesaid nominee filed with me and am satisfied that the nominee is qualified to be nominated and that the nomination complies with the Act. |                           |
| _____<br>(signature of clerk or designate)   | _____<br>(date certified) |

# FORMULE 1

## DÉCLARATION DE CANDIDATURE

Loi de 1996 sur les élections municipales (Articles 33, 35)

Remarque : Une déclaration de candidature ne peut être déposée qu'en personne ou par un représentant; elle ne peut être envoyée par télécopieur; il revient au candidat de s'assurer que la déclaration de candidature déposée est complète et exacte.

Déclaration de candidature pour une élection dans la municipalité suivante :

PRIÈRE D'ÉCRIRE EN LETTRES MOULÉES OU DE DACTYLOGRAPHIER - (SAUF SIGNATURES)

|   |                              |   |
|---|------------------------------|---|
| Candidat au poste de  | Quartier n° (le cas échéant) | Nom qui doit figurer sur le bulletin de vote<br>CANDIDAT :  |
|   |                              | (sous réserve de l'approbation du secrétaire municipal)   |
| Adresse habitante complète du candidat dans la municipalité |                              | S'il s'agit d'une candidature au conseil scolaire, adresse de la résidence dans le territoire relevant de sa compétence |
| Code postal   |                              |   |
| Adresse postale (si elle diffère de l'adresse ci-dessus)    |                              |   |
| Code postal   |                              | Code postal   |
| Téléphone (travail)   | Télécopieur                  | Téléphone (maison)  |

### CONSENTEMENT DU CANDIDAT ET DÉCLARATION D'ADMISSIBILITÉ

Je, ..... , candidat mentionné dans la présente déclaration de candidature, accepte par les présentes d'être candidat et déclare solennellement que je suis ou serai, au jour de la déclaration de candidature, légalement éligible et habilité à occuper le poste pour lequel je suis candidat. Je fais cette déclaration solennelle croyant en conscience qu'elle est véridique et sachant qu'elle a la mêmes force et les même effets qu'une déclaration sous serment.

Déclaré devant moi

au .....

de .....

dans le/la ..... de .....

le ..... (jour) ..... (mois)

20 .....

(Signature du candidat)

.....  
(Signature du secrétaire, commissaire, etc.)

Date du dépôt : .....

Heure du dépôt : .....

Initiales :  
candidat .....  
ou  
représentant .....

.....  
(Signature du secrétaire)  
ou  
(mandataire)

☐  
☐

### CERTIFICAT

Je soussigné(e), secrétaire de la municipalité, certifie que j'ai examiné la déclaration de candidature du candidat ci-dessus, déposée devant moi, et que je suis convaincu(e) que le candidat a les qualités requises pour être déclaré candidat et que sa déclaration de candidature est conforme à la Loi.

.....  
(Signature du secrétaire ou du mandataire)

.....  
(Date du certificat)



## **By-law Number 0054-2002**

### **A by-law to prohibit and regulate signs and other advertising devices and the posting of notices on buildings or vacant lots within the City of Mississauga (Amended by by-law: 179-02)**

WHEREAS pursuant to Paragraph 146 of Section 210 of the *Municipal Act*, R.S.O. 1990, c. M.45, as amended, authority is given to the municipal council to pass a by-law to regulate or prohibit signs and other advertising devices;

AND WHEREAS pursuant to paragraph 145 of Section 210 of the Municipal Act a municipal council may pass a by-law prohibiting the posting of placards, play bills, posters, writing or the writing of words, or the making of pictures or drawings, which are indecent or may tend to corrupt or demoralize, on any wall or fence or elsewhere on a highway or in a public place;

AND WHEREAS section 105 of the Municipal Act permits a municipal council to provide for a committee of council to hear interested parties or to afford them an opportunity to be heard before making a decision;

NOW THEREFORE the Council of The Corporation of the City of Mississauga enacts the following:

#### **1. DEFINITIONS**

The following words shall have the following meanings in this By-law:

*“abandoned sign”* means a sign located on property which becomes vacant and unoccupied for a period of ninety (90) days or more, or any sign which pertains to a time, event or purpose which no longer applies;

*“address sign”* means a facia or ground sign on which the copy is limited to the name and address of a place, building, business, organization, person, or occupancy of the premises it identifies;

*“advertising device”* means any device or object erected or located so as to attract public attention to any goods or services or facilities or events and includes flags, banners, pennants and lights;

*“alter”* means any change to the sign structure or the sign face with the exception of the re-arrangement of numerals, letters or copy applied directly to the face of a sign and specifically designed and intended to be periodically rearranged, the repair and maintenance of a sign, and a change in sign copy;

*“animated sign”* means any kinetic or illusionary motion of all or any part of a sign and includes the rotation of a sign but does not include a changing copy sign;

*“awning”* means a space frame system, moveable or fixed, covered with fabric or like material attached and projecting from a building or structure, but not forming an integral part thereof and includes a canopy;

“*awning sign*” means a sign with copy painted or affixed flat to the surface of an awning which does not extend vertically or horizontally beyond the limits of such awning;

“*banner*” means a sign or advertising device made from cloth, plastic or a similar lightweight non-rigid material;

“*B.I.A.*” means a Business Improvement Area established under the *Municipal Act*;

“*billboard sign*” means an outdoor sign that advertises goods, products, or services that are not sold or offered on the property where the sign is located, and is either single faced or double faced;

“*builder*” means a person, corporation or business constructing or proposing to construct new homes within a new home project in the City;

“*building facade*” means an exterior building wall facing a street and any other building wall which does not face a street but through which the main entrance for the public passes and which faces a parking lot;

“*changing copy sign*” means a sign constructed so that the message or copy can be changed by manual, electronic, or electro-mechanical means;

“*City*” means The Corporation of the City of Mississauga as described in the *Region of Peel Act*, R.S.O., 1990, c. R.15, as amended;

“*Commissioner*” means the Commissioner of Planning and Building of the City of Mississauga or his designate;

“*construction site sign*” means a sign which identifies or provides information relating to or advertising the development or the construction of a building on the lands on which the sign is erected;

“*copy*” means the graphic content of a sign surface in either permanent or removable letter, pictorial, symbolic, or numeric form;

“*Council*” means the Council of the City of Mississauga;

“*designated light standard*” means a light standard owned by the City or Region and fitted with a poster sleeve;

“*directional sign*” means any on premises sign which gives directions or instructions for the control of vehicular or pedestrian traffic and shall include an entry and exit sign;

“*directory sign*” means a sign listing the tenants of a multi-tenant industrial building containing at least two distinct tenant units which sign includes only the municipal address and a list of tenants or occupancies for identification purposes;

“*double faced sign*” means a ground sign having two (2) sign faces of equal area and proportions which are located exactly opposite each other on the sign structure;

“*election sign*” means a sign advertising or promoting the election of a political party or a candidate for public office in a federal, provincial or municipal election;

“*facade*” means the entire building wall including a parapet;

*“facia sign”* means a sign attached to, marked or inscribed on, erected or placed against a wall forming part of a building, or supported by or through a wall of a building and having the exposed face thereof on a plane approximately parallel to the plane of such wall and includes a painted wall sign and an awning sign. A facia sign shall not include any other sign defined in this By-law unless otherwise stated;

*“flashing sign”* means a sign which contains an intermittent or flashing light source or which includes the illusion of intermittent or flashing light by means of animation or an externally mounted light source but does not include an automatic changing sign or electronically controlled message centre;

*“frontage”* means the length of the property line of any one lot parallel to and along each legally accessible public street;

*“garage sale sign”* means a sign advertising the sale of personal merchandise in a private garage sale held on a property zoned residential;

*“gas bar canopy”* means an open and permanent roof structure, free standing or attached to a building, erected for the purpose of sheltering gasoline service pumps;

*“grade”* means the average surface elevation of the finished ground where said ground is in contact with any building, sign or other structure;

*“ground sign”* means a sign directly supported by the ground without the aid of any other building or structure, which sign includes the names of owner(s) and/or tenant(s) and address and/or advertises goods, products, services or events that are sold, offered, or provided on the premises on which the sign is located and does not include any other sign defined in this By-law;

*“height”* means the vertical distance measured from the average elevation of the finished grade immediately below a sign to the highest point of the sign and includes any support structure;

*“incidental sign”* means an on premises sign containing an informational message that has a purpose incidentally related to the use or occupancy of the premises and is intended to assist the public with respect to the location of business facilities or provides courtesy or directive information, but is not an advertisement;

*“inflatable sign”* means a sign or advertising device designed to be airborne and tethered to the ground, a vehicle or any other structure and shall include balloons and any other inflatable advertising device;

*“industrial plaza”* means premises located in an industrial zone, developed and managed as a single premises and containing at least two (2) separate uses or occupancies;

*“menu board”* means a sign erected as part of a drive-through facility and used to display and order products and services available in association with a drive-through business;

*“multi-faced sign”* means a ground sign having more than two (2) sign faces up to a maximum of four (4) faces, each face being of equal area and proportion to the other;

*“new home development sign”* means a non-illuminated sign which is not permanently installed or affixed to the ground and where the purpose of the sign is to direct attention to the sale of new homes;

*“official sign”* means a sign required by or erected under any statute or by-law or other directive of any federal, provincial or municipal government or agency thereof or any board or commission and shall include a permanent sign erected on a public road allowance to inform the public of the location of Business Improvement Areas, public buildings, hospitals, public libraries, institutions, places of worship, parks, recreational or educational facilities;

*“On-premise sign”* means a sign relating in its copy to the premises on which it is located;

*“open house directional sign”* means a temporary portable sign intended to direct traffic to a residence for sale or lease, but shall not include a new home development sign;

*“owner”* means the registered owner of the lands or premises, or the person or the person’s authorized agent in lawful control of a premises, building, occupancy, sign or other structure;

*“painted wall sign”* means any sign painted, applied as paint, or film or any other covering to any outside wall or other integral part of a building without the use of independent supports or frames;

*“person”* means an individual, business, firm, corporation, association or partnership;

*“place of religious assembly”* means any building used primarily as a place of public worship and is also used for administrative offices in conjunction with the place of worship as well as a place of conduct of social, recreational and charitable activities;

*“portable sign”* means a sign not permanently affixed to the ground and designed in such a manner as to be capable of being moved from place to place but does not include a sidewalk sign;

*“poster”* means a printed notice conveying information intended to be displayed for a temporary period of time and includes but is not limited to a bill, handbill, leaflet, notice, placard and election sign;

*“poster sleeve”* means a collar or other protective covering provided and fitted by the City or Region to a designated light standard;

*“pre-menu board”* means a sign erected as part of a drive-through facility and only used to display products and services available in association with a drive-through business;

*“premises”* means a lot under registered ownership and includes all buildings and structures thereon;

*“projecting sign”* means a sign attached to a building and projecting out horizontally from a building at a right angle to the building;

*“property”* means a parcel of land having specific boundaries which is capable of legal transfer;

*“public property”* means property, land, or buildings owned by the City, Region, or a local board as defined in the *Municipal Affairs Act, as amended* or owned by the Federal or Provincial government(s);

*“pump island sign”* means a sign on top of gasoline service pumps or on the columns of a gas bar canopy, on guard posts or freestanding on a gasoline pump apron;

“*real estate sign*” means a temporary non-illuminated sign installed, erected or displayed on a property for the notification that a building, premises or portion thereof is offered for sale, rent or lease;

“*Region*” means the Regional Municipality of Peel as described in the *Region of Peel Act*, R.S.O., 1990, c. R.15, as amended;

“*repair and maintain*” means anything done to preserve the condition of a sign or to prevent the deterioration of the sign and includes the restoration of a sign by removing or replacing worn out, missing, damaged or broken parts;

“*roof sign*” means a sign supported entirely or partly by the roof of a building or structure and which sign projects above the roof;

“*shopping centre*” means a grouping of commercial retail outlets which have been designed, developed and managed as a unit by a single owner or group of owners or tenants located on the same lot or lots with a frontage not less than 45 metres and having common on-site parking;

“*sidewalk sign*” means a free standing sign erected on but not permanently anchored in the ground. Without limiting the generality of the foregoing, this definition shall include signs commonly referred to as A-frame, T-frame, sandwich boards and menu boards but shall not mean or include any other sign defined in this By-law;

“*sight triangle*” means in the case of a corner lot, the triangular space formed by the street lines and a line drawn from a point in one street line to a point in the other street line, each such point being 7.5 metres measured along the street from the point of intersection of the street lines where the street is a collector road, and 15 metres, where the street is a major or arterial road, or any other sight triangle that is set out in a relevant section of the City Zoning Bylaws, or in a site plan agreement, or a sight triangle otherwise approved by the City or Region;

“*sign*” means any surface, structure and other component parts, which are used or capable of being used as a visual medium to attract attention to a specific subject matter for identification, information or advertising purposes and includes an advertising device or notice;

“*sign area*” means the entire area of a sign face;

“*sign face*” means that portion of a sign, excluding the sign structure, upon which, as part of, against or through which the message of the sign is displayed. Where a sign is composed of individually installed letters, numerals or shapes, the sign face shall mean the area of the smallest polygon containing a maximum of eight (8) right angle sides that encloses the grouping of letters, numerals or shapes;

“*sign owner*” means the owner or lessee of a sign, or his agent. Where there is no owner, lessee or agent for a sign or such person cannot be determined with certainty, the sign owner shall be deemed to be the person or business having the use or major benefit of the sign, or if such person or business is unknown, the sign owner shall be deemed to be the registered owner of the land upon which the sign is situated;

“*sign structure*” means anything used to support or brace a sign face and which is attached to the ground or a building or structure;

“*storey*” means that portion of any building which is situated between the top of any floor and the top of the floor or roof next above it and shall include a parapet;

“*street*” means any public highway but does not include a Provincial highway;

“*street line*” means the limit of the street allowance and is the dividing line between a lot and a street;

“*unsafe*” when used with respect to a sign or sign structure means a condition which is structurally inadequate or faulty, or could be hazardous to a pedestrian or motorist;

“*window sign*” means a sign posted, painted, placed or affixed in or on a window exposed to public view, and shall include an interior sign that faces a window exposed to public view and located within 1 metre (3.3 ft.) of a window;

“*zone*” means the area of a defined land use zone in the City's Zoning By-laws passed under The *Planning Act*, 1990, R.S.O. 1990, Chapter P.13, or any predecessor or successor thereof.

## 2. **ADMINISTRATION**

The Commissioner of Planning and Building shall be responsible for the administration of this By-law.

## 3. **INTERPRETATION**

- (1) Words importing the singular number or the masculine gender only include more persons, parties or things of the same kind than one, and females as well as males and the converse.
- (2) A word interpreted in the singular number has a corresponding meaning when used in the plural.

## 4. **GENERAL PROVISIONS**

- (1) No person shall erect, display, alter or allow the erection, display, or alteration of any sign within the City on publicly or privately owned lands without obtaining a permit under this By-law.
- (2) Notwithstanding subsection 4 (1), a sign permit is not required for the following signs and all such signs shall comply with all other requirements of this By-law:
  - (a) official signs or signs pertaining exclusively to public safety;
  - (b) election signs, erected in accordance with Section 21;
  - (c) a non-illuminated trespassing, safety or other warning sign not exceeding 0.5 m<sup>2</sup> (5.38 sq. ft.) in sign area;
  - (d) an address sign not exceeding 0.2 m<sup>2</sup> (2.15 sq. ft.) in sign area unless otherwise provided for in this By-law;
  - (e) flags of corporations, educational, or religious organizations provided that not more than three (3) flags are located at one (1) premises;
  - (f) emblems or insignia of patriotic, civic, educational, or religious organizations;
  - (g) commemorative plaque or corner stone of a non-advertising nature;
  - (h) a directional sign in accordance with Section 18;
  - (i) a construction site sign on a construction site in accordance with Section 27;
  - (j) a sign other than an on-premises ground or facia sign, erected, displayed or stored on the business premises of a sign manufacturer or contractor;
  - (k) a poster affixed to a poster sleeve in accordance with Section 22;



- (l) a real estate sign in accordance with Section 26;
  - (m) a garage sale sign in accordance with Section 28;
  - (n) an open house directional sign in accordance with Section 29;
  - (o) an incidental sign;
  - (p) a sign for a contractor undertaking landscaping, home repairs or renovations, provided such sign is erected no more than 2 days prior to the commencement of the project and is removed from the property immediately after the project is completed;
  - (q) a fund raising sign, for a charitable or non-profit organization provided only one sign is erected per street frontage and the sign is erected only for the duration of the event and is located on the property of the organization;
  - (r) public transit shelter advertising or any advertising on street furniture and fixtures approved by the City or Region;
- (3) The requirements for signs contained in Sections 11 to 29A inclusive shall not apply to any sign erected on any land, building or structure owned or occupied by the City, but subsection 4 (1) shall apply to any such sign.(179-02)
- (4) Except for an official sign or a sign otherwise permitted in this By-law or authorized by the City or Region, no sign is permitted on, over, partly on or over a street.
- (5) Notwithstanding any other provisions of this By-law, the Region may allow a portable sign on any street under its jurisdiction, but subsection 4 (1) shall apply to any such sign.
- (6) Any sign not expressly permitted by this By-law is prohibited and without limiting the generality of the foregoing, the following signs are specifically prohibited:
- (a) abandoned sign;
  - (b) a banner other than a banner located within a public road allowance and approved by the City or Region;
  - (c) flashing or animated sign;
  - (d) a poster except as provided for in subsection 4 (2) (k);
  - (e) projecting sign except as provided for in Section 13;
  - (f) roof sign except if it is attached to the structure enclosing the mechanical equipment on the roof of a building over five (5) storeys in height;
  - (g) a sign located so as to obstruct the view of any pedestrian or motor vehicle driver so as to cause an unsafe condition;
  - (h) a sign interfering with or obstructing the view of an authorized traffic sign, traffic signal, or official sign or any sign capable of being confused with such a traffic sign, traffic signal or official sign;
  - (i) a sign located within a sight triangle;
- (7) No person shall erect a sign in a location which may interfere with or damage any above or below ground municipal or utility services which have been lawfully placed at the location;
- (8) Except for an official sign, banner or sign pertaining exclusively to public safety, no person shall affix, attach or display any sign or advertisement on a utility pole or light standard, except as provided for in subsections 4 (2) (k) and 4 (6) (b);
- (9) No person shall attach, affix or display any sign or advertisement on a vehicle or trailer which is parked or located for the primary purpose of displaying said sign or advertisement.

## 5. APPLICATION FOR A SIGN PERMIT

- (1) All signs shall comply with all other applicable City By-laws and all other applicable law. All signs shall be erected and designed in accordance with the requirements of the Ontario Building Code Act, as amended.
- (2) Every applicant for a sign permit shall complete a sign permit application provided by the Building Division of the Planning and Building Department, submit all necessary plans and drawings, and pay all applicable fees as set out in the Fees and Charges By-law.
- (3) Where the sign permit application meets all the requirements of this By-law and any other applicable laws, a sign permit shall be issued by the Commissioner.

### (4) Sign Permit Information

All plans and drawings accompanying a sign permit application for a permanent sign shall be provided in duplicate and shall contain the following information:

- (a) a key plan showing the general location of the land on which the proposed sign is to be located and the nearest major intersection;
- (b) a plan of the premises drawn to scale showing all measurements in metric;
- (c) the municipal address and legal description of the premises;
- (d) the existing or proposed use of the premises;
- (e) the zoning category of the premises;
- (f) the location of all existing buildings and their entrances;
- (g) the location and dimensions of the frontage and all boundaries of the premises on which the sign is proposed to be erected;
- (h) the location of the proposed sign on the premises;
- (i) details of the sign drawn to scale, including dimensions, sign area and any other information as may be required to determine compliance with this By-law;
- (j) other information as determined by the Commissioner with respect to the building including architectural and structural drawings as may be necessary to determine if the building is structurally capable, under the Ontario Building Code, of supporting the sign or advertising device; and
- (k) authorization of the owner of the premises on which the sign is to be erected or displayed.

### (5) Facia Sign Permit

In addition to the information required under subsection 5 (4), all plans and drawings accompanying an application for a facia sign permit shall contain the following information for a building or unit in a multi-unit complex:

- (a) the dimensions of the building, wall or unit on which the facia sign is to be affixed;
- (b) the location of all building or unit entrances;

- (c) the names of the occupants of each unit which is the subject of the application; and
- (d) identification of any existing sign on the building or unit.

(6) Ground and Billboard Sign Permits

In addition to the information required under subsection 5 (4), all plans and drawings accompanying an application for a ground or billboard sign permit shall contain the following information:

- (a) the location of any existing structures, above ground utilities, underground utilities, underground municipal services, parking areas, walkways, driveways, loading areas, vehicular access and egress points, billboard signs and ground signs on the premises;
- (b) the identification by location, description, dimension and ownership of any existing or proposed easements or rights-of-way over the land and premises;
- (c) the location of all landscaped areas;
- (d) the location of any existing deciduous trees measuring greater than a 6 cm (2.36 in.) circumference by caliper and any existing coniferous trees measuring greater than 150 cm (59.06 in.) in height;
- (e) identification of adjacent land uses, zoning, buildings, structures, billboard signs and ground signs;
- (f) the setback of the proposed billboard sign from the property line of adjacent residential lands;
- (g) the setback of the proposed billboard sign from other billboard signs within 200 metres (656.17 ft.) of the proposed billboard sign; and
- (h) the setback of the proposed sign from the property line.

(7) Portable, New Development Home, Inflatable & Sidewalk Sign Permits (179-02)

All plans and drawings accompanying an application for a portable, new development home, inflatable, or sidewalk sign permit shall contain the following information:

- (a) a key plan showing the general location of the land on which the sign is to be located;
- (b) the location of the sign on the premises;
- (c) the dimensions of the sign drawn to scale and the sign area;
- (d) the distance from the sign to the nearest street line, sidewalk, driveway, ground sign, billboard, inflatable and portable sign;
- (e) the written consent and authorization of the owner of the premises to the sign application; and
- (f) the method of securing the inflatable sign.

**6. EXPIRATION OF A SIGN PERMIT**

Every permit issued by the City shall expire six (6) months from the date of issuance unless the sign is erected or displayed for its intended purpose and the permit shall become null and void upon the removal of the sign.

**7. RENEWAL OF A SIGN PERMIT**

- (1) Where a permit has been issued and before it has expired, an application may be made to extend the permit for a further six (6) months and the provisions of Section 5 do not apply.
- (2) The Commissioner may renew the permit after payment of the prescribed application fee where the sign conforms with this by-law.

**8. REVOCATION OF A SIGN PERMIT**

The City may revoke a permit under the following circumstances:

- (1) where the permit has been issued in error by the City; or
- (2) where the sign does not conform to this By-law, the Ontario Building Code, or any other applicable regulation or legislation; or
- (3) where the permit has been issued as the result of false, mistaken, incorrect, or misleading statements, or undertakings on the application.

**9. ESTABLISHMENT OF THE CLASS OF SIGNS BY ZONING CATEGORY**

For the purposes of this By-law, the following classes of signs are hereby established by reference to the following zone categories as set out in the City of Mississauga Zoning By-laws Nos. 5500, 1227, 65-30, as amended. The terms used herein shall have the same meaning as in the Zoning By-law. Each class of sign shall only be permitted within the areas subject to the zone categories listed for that class below:

- (1) Residential and Open Space Signs
  - RR, RS, R1, R2, R3, R4, R4(12), R5
  - RL1, RL2, RL3, RL5, RL6
  - RG2, RG3, RG4, RG4(12), RG5, RGM1, RGM2, RGM5
  - RM1, RM2, RM3D1, RM3D2, RM4, RM5, RM6, RM7D2, RM7D3, RM7D4, RM7D5
  - RCD2, RCD3, RCD4, RCD5
  - O1, O2, O3, OS
  - F, G, H
  - P, P1, PB1, PB2, PB3
  - I, S, TR
- (2) Commercial Signs
  - C1, C2, C3, C4, C6, CVC, EC, NC, DC, HC, RC
  - AC, AC1, ACS, AC2, AC3, AC4, AC5, AC6
  - CM1, CM2, CM3
  - MC, MC1
  - RCL1, RCL2, RCL3

- (3) Industrial Signs
  - M, M1 M2, M2a, M3, M5
  - T
- (4) Agricultural Signs
  - A

10. SPECIAL SIGN DISTRICTS

- (1) For the purposes of this By-law, the following Special Sign Districts are defined within the City: Mineola District, Clarkson, Cooksville, Lakeview, Port Credit, and Streetsville and Churchill Meadows District Plan - Primary Development Corridors.
- (2) The limits of the Special Sign Districts are delineated in maps attached as Schedules A, B, C, D, E, F and G to this By-law and shall form a part of this By-law.

11. PERMITTED SIGN TYPES BY SIGN CLASS

The sign types listed in Column 1 of the chart below, shall only be permitted in the property class indicated in Column 3 of the chart below. The By-law section applicable to each sign type listed in Column 1 of the chart below is shown in Column 2 of the chart below. (179-02)

|     |   |
|-----|---|
| RES | Residential and Open Space Signs                                  |
| COM | Commercial Signs  |
| IND | Industrial Signs  |
| AG  | Agricultural Signs  |
| !   | Sign Type is Permitted  |
| *   | May be located on the adjacent street abutting the specified zone |

| Column 1               | Column 2 | Column 3 |     |     |    |
|------------------------|----------|----------|-----|-----|----|
| SIGN TYPE              | SECTION  | RES      | COM | IND | AG |
| Billboard              | 20       |          | !   | !   | !  |
| Construction Site      | 27       | !        | !   | !   | !  |
| Directional            | 18       | !        | !   | !   | !  |
| Directory              | 14       |          |     | !   |    |
| Election               | 21       | !        | !   | !   | !  |
| Facia                  | 17       | !        | !   | !   |    |
| Ground                 | 16       | !        | !   | !   | !  |
| Inflatable Signs       | 29A      |          | !   | !   |    |
| Menu Board             | 13       |          | !   |     |    |
| New Home Development * | 25       | !        | !   | !   | !  |
| Portable               | 23       |          | !   | !   |    |
| Pre-menu Board         | 13       |          | !   |     |    |
| Projecting *           | 13       |          | !   |     |    |
| Pump Island            | 13       |          | !   |     |    |
| Real Estate            | 26       | !        | !   | !   | !  |
| Sidewalk Sign *        | 24       |          | !   |     |    |
| Window                 | 19       |          | !   | !   |    |

12. RESIDENTIAL AND OPEN SPACE SIGNS

No person shall erect, display, alter, maintain or allow the erection, display, alteration, or maintenance of any type of sign listed in Column 2 below in conjunction with the uses listed in Column 1 below unless the sign complies with the regulations and standards applicable to that sign type in Column 2 below and with any other provisions of this By-law.

| Column 1  | Column 2   |   |   |  |                        |     |
|---|--|---|---|--|------------------------|-----|
| Use   | Address Sign   | Facia Sign  | Ground Sign   |  |                        |     |
|   | Max. Sign Area   | Max. Sign Area  | Max. Sign Area  | Max.Height   | Min. Str. Line Setback | No. |
| One-family detached dwelling, Semi-detached dwelling, Duplex, Double duplex, Triplex, Row dwelling, Street row dwelling, Quadrifoil   | 0.2 m <sup>2</sup> (2.15 sq. ft.)  | Not Permitted   | 0.4 m <sup>2</sup> (4.30 sq. ft.) only for an Address Sign                              | 1.2 m (3.94 ft.)                                     | 1 m (3.28 ft.)         | 1   |
| Apartment house<br>Maisonette, Multiple horizontal dwelling, Garden court house, Terrace row dwelling, Stacked row dwelling   | 0.4 m <sup>2</sup> (4.30 sq. ft.) and located only on the wall of the first storey | Not Permitted   | 1.2 m <sup>2</sup> (12.92 sq. ft.) only for an Address Sign                             | 3.6 m (11.81 ft.)                                    | 1 m (3.28 ft.)         | 1   |
| Business<br>School<br>Place of Religious Assembly   | N.A.   | 5.0 m <sup>2</sup> (53.82 sq. ft.)  | 5.0 m <sup>2</sup> (53.82 sq. ft.)  | 4 m (13.12 ft.)                                      | 1 m (3.28 ft.)         | 1   |
| Special Sign Districts<br>Mineola District <sup>1,2,3</sup><br><sup>1</sup> A window sign shall be prohibited in the Mineola District.<br><sup>2</sup> A ground sign in the Mineola District shall be a maximum of 0.45 m (1.48 ft.) thick.<br><sup>3</sup> A ground sign in the Mineola District shall be either backlit, with individual cut out letters only, or illuminated by a spotlight. | 0.09 m <sup>2</sup> (0.97 sq. ft.) and not illuminated                             | Not Permitted   | 1.12 m <sup>2</sup> (12.05 sq. ft.) and 0.37 m <sup>2</sup> (3.98 sq. ft.) message area | 1.8 m (5.90 ft.)<br><br>Min. Height 0.9 m (2.95 ft.) | 1.5 m (4.92 ft.)       | 1   |
| Churchill Meadows District<br>- Primary Development Corridors (business use only)   | 0.02 m <sup>2</sup> (2.15 sq.ft.)  | 15% of the front building face of the first storey and not to be erected higher than the upper limits of the first storey | 0.4 m (4.30 sq.ft.)   | 1.2 m (3.94 ft.)                                     | 1 m (3.28 ft.)         | 1   |

13. COMMERCIAL SIGNS

No person shall erect, display, alter, maintain or allow the erection, display, alteration, or maintenance of any type of sign listed in Column 2 below in conjunction with the uses listed in Column 1 below unless the sign complies with the regulations and standards applicable to that sign type in Column 2 below and with any other provisions of this By-law.

| Column 1  |                          | Column 2   |  |  |
|---|--------------------------|--|--|--|
| Use   |                          | Maximum Sign Area  |  |  |
|   |                          | Facia Sign <sup>1</sup>  | Pump Island Sign                                 | Projecting Sign <sup>2</sup>   |
| Commercial Undertaking<br>Shopping Centre   |                          | 20% of the building facade of the first storey for each occupancy                | Not Permitted                                    | Not Permitted  |
| Cinema<br>Theatre<br>Office<br>Hotel  |                          | 20% of the building facade of the first storey for each occupancy                | Not Permitted                                    | Not Permitted  |
| Service Station   | Commercial Undertaking   | 20% of a wall facing a street line or gas pumps                                  | Not Permitted                                    | Not Permitted  |
|   | Pump Island              | Not Permitted  | 4 m <sup>2</sup> (43.05 sq. ft.) per pump island | Not Permitted  |
|   | Car Wash<br>Service Bays | 15% of a wall with an entrance<br>10% of a wall with an exit or facing gas pumps | Not Permitted                                    | Not Permitted  |
|   | Gas Bar Canopy           | 20% maximum canopy face  | Not Permitted                                    | Not Permitted  |
| Special Sign Districts<br>Clarkson<br>Cooksville<br>Lakeview<br>Port Credit<br>Streetsville   |                          | 15% of the building face of the first storey for each occupancy                  | As Above   | Maximum area of 0.8 m <sup>2</sup> (8.61 sq. ft.).<br>Minimum 2.5 m (8.20 ft.) clearance from grade. |
| <sup>1</sup> An office building or hotel of three or more storeys shall be permitted two additional facia signs located between the limits of the top floor and the parapet or roof level, both in total, not greater in area than 2% of the building face.<br><sup>2</sup> The owner of a projecting sign that overhangs a public right-of-way shall enter into an encroachment agreement with the City. |                          |  |  |  |

| Column 1  |                        | Column 2  |  |  |                          |                                 |               |
|---|------------------------|---|--|--|--------------------------|---------------------------------|---------------|
| Use   |                        | Maximum Sign Area                                 |  |  |                          |                                 |               |
| Commercial Undertaking  |                        | Menu Board  |  |  | Pre-Menu Board           |                                 |               |
|   |                        | No.   | Max. Sign Area   | Max. Height                                      | No.                      | Max. Sign Area                  | Max. Height   |
|   |                        | 1 per drive-through lane                          | 4.1 m <sup>2</sup> (44.13 sq.ft.)  | 3m (9.84 ft.)                                    | 1 per drive-through lane | 2 m <sup>2</sup> (21.52 sq.ft.) | 3m (9.84 ft.) |
| Service Station   | Commercial Undertaking | 1 per drive-through lane                          | 2 m <sup>2</sup> (21.52 sq.ft.)  | 3m (9.84 ft)                                     | Not Permitted            | N.A.                            | N.A.          |
|   | Car Wash               | 1 per car wash                                    | 2 m <sup>2</sup> (21.52 sq.ft.)  | 3m (9.84 ft)                                     | Not Permitted            | N.A.                            | N.A.          |
| Column 1  |                        | Column 2  |  |  |                          |                                 |               |
| Use   |                        | Ground Sign                                       |  |  |                          |                                 |               |
|   |                        | Min. Frontage                                     | Number   | Max Sign Area                                    | Max. Height              | Min. Street Line Setback        |               |
| Commercial Undertaking  |                        | 25 m (82.02 ft.)                                  | 1 for each street line   | 15 m <sup>2</sup> (161.46 sq. ft.) per sign face | 7.5 m (24.6 ft.)         | 1 m (3.28 ft.)                  |               |
| Shopping Centre under 4.0 ha<br>Office Building<br>Hotel<br>Service Station                 |                        | N.A.  | 1 for each street line   | 15 m <sup>2</sup> (161.46 sq. ft.) per sign face | 7.5 m (24.6 ft.)         | 1 m (3.28 ft.)                  |               |
| Shopping Centre 4.0 ha or more  |                        | N.A.  | 1 for each street line and additional ground sign may be erected along each street line of a property, providing that each ground sign is a minimum of 100m (328.08 ft.) from any other ground sign located on the same street line. | 28 m <sup>2</sup> (301.40 sq. ft.) per sign face | 7.5 m (24.6 ft.)         | 1 m (3.28 ft.)                  |               |
| Cinema Theatre  |                        | N.A.  | 1 for each street line   | 20 m <sup>2</sup> (215.29 sq. ft.) per sign face | 7.5 m (24.6 ft.)         | 1 m (3.28 ft.)                  |               |
| Special Sign Districts<br>Clarkson<br>Cooksville<br>Lakeview<br>Port Credit<br>Streetsville |                        | 15 m (49.21 ft.)                                  | 1 for each street line where the building is setback 4 m (13.1 ft.) from the street line   | 3.5 m <sup>2</sup> (37.67 sq. ft.) per sign face | 3 m (9.48 ft.)           | 0.5 m (1.64 ft.)                |               |
| Column 1  |                        | Column 2  |  |  |                          |                                 |               |
| Use   |                        | Billboard   |  |  |                          |                                 |               |
|   |                        | Number  | Maximum Sign Area  | Maximum Height                                   | Location                 |                                 |               |
| Shopping Centre<br>Office Building<br>Hotel<br>Service Station<br>Motor Vehicle Dealership  |                        | 1 for each property where there is no ground sign | 20 m <sup>2</sup> (215.29 sq. ft.) per sign face   | See Section 20                                   |                          |                                 |               |



14. INDUSTRIAL SIGNS

No person shall erect, display, alter, maintain or allow the erection, display, alteration, or maintenance of any type of sign listed in Column 2 below in conjunction with the uses listed in Column 1 below unless the sign complies with the regulations and standards applicable to that sign type in Column 2 below and with any other provisions of this By-law.

| Column 1  | Column 2  |      |  |                |                          |                          |  |                  |                          |
|---|---|------|--|----------------|--------------------------|--------------------------|--|------------------|--------------------------|
| Use   | Facia Sign <sup>1</sup>   |      | Directory Sign <sup>1</sup>                      |                |                          | Ground Sign <sup>1</sup> |  |                  |                          |
|   | Max. Sign Area for Each Occupancy                                 | No.  | Max. Sign Area                                   | Max. Height    | Min. Street Line Setback | No.                      | Max. Sign Area                                     | Max. Height      | Min. Street Line Setback |
| Individual Free-standing Industrial Establishment <sup>1, 2</sup>   | 15% of the building facade of the first storey for each occupancy | N.A. | N.A.   | N.A.           | N.A.                     | 1 for each street line   | 15.0 m <sup>2</sup> (161.46 sq. ft.) per sign face | 7.5 m (24.6 ft.) | 1 m (3.28 ft.)           |
| Multi-occupant Industrial Establishment <sup>2</sup>  |   | 1    | 5.0 m <sup>2</sup> (53.8 sq. ft.)                | 4 m (13.1 ft.) | 7.5 m (24.6 ft.)         |                          |  |                  |                          |
|   | Billboard <sup>1</sup>  |      |  |                |                          |                          |  |                  |                          |
|   | Number  |      | Maximum Sign Area                                |                |                          | Maximum Height           |  | Location         |                          |
| Individual Free-standing Industrial Establishment <sup>1</sup>  | 1 for each property where there is no ground sign                 |      | 20 m <sup>2</sup> (215.29 sq. ft.) per sign face |                |                          | See Section 20           |  |                  |                          |
| Vacant Industrial Property <sup>1</sup>   | 1   |      | 20 m <sup>2</sup> (215.29 sq. ft.) per sign face |                |                          | See Section 20           |  |                  |                          |
| <sup>1</sup> Notwithstanding subsection 17 (5), no person shall erect a sign that is visible from any land zoned for residential uses and located between Eastgate Parkway and Rathburn Road East.  |   |      |  |                |                          |                          |  |                  |                          |
| <sup>2</sup> In a Multi-occupant Industrial Establishment, where the main public entrance to an occupancy does not face a street, the wall through which the main entrance passes may be used as the building facade to determine the permitted sign face area of the facia sign for the occupancy. |   |      |  |                |                          |                          |  |                  |                          |

15. AGRICULTURAL SIGNS

No person shall erect, display, alter, maintain or allow the erection, display, alteration, or maintenance of any type of sign listed in Column 2 below in conjunction with the uses listed in Column 1 below unless the sign complies with the regulations and standards applicable to that sign type in Column 2 below and with any other provisions of this By-law.

| Column 1                     | Column 2                              |  |                      |                          |     |
|------------------------------|---------------------------------------|--|----------------------|--------------------------|-----|
| Use                          | Facia Sign                            | Ground Sign                                      |                      |                          |     |
|                              | Max. Sign Area                        | Max. Sign Area                                   | Max. Height          | Min. Street Line Setback | No. |
| Agriculture                  | 5.0 m <sup>2</sup><br>(53.82 sq. ft.) | 5.0 m <sup>2</sup><br>(53.82 sq. ft.)            | 4.0 m<br>(13.12 ft.) | 7.5 m<br>(24.6 ft.)      | 1   |
| Billboard                    |                                       |  |                      |                          |     |
| Use                          | No.                                   | Max. Sign Area                                   | Max. Height          | Location                 |     |
| Vacant Agricultural Property | 1                                     | 20 m <sup>2</sup> (215.28 sq. ft.) per sign face | See Section 20       |                          |     |

16. **GROUND SIGNS**

- (1) The maximum total sign area for a ground sign that is a double faced or a multi-faced sign shall be double the area permitted for one sign face.
- (2) Where a ground sign contains up to three (3) sign faces but is not a double faced sign, the maximum total sign area shall be double the area permitted for one sign face and each sign face shall be attached to the adjacent sign face at an angle no greater than 90 degrees.
- (3) A ground sign in a commercial or industrial zone shall display the municipal address number in numerals and letters that are a minimum of 150 millimetres (5.9 inches) in height.
- (4) The sign face of a ground sign may include a changing copy sign with a sign area not exceeding 50 percent of the sign face of the ground sign.
- (5) A ground sign shall not be located within 3 metres (9.8 ft.) of a driveway entrance or exit.
- (6) No ground sign shall be located in the rear or side yard of a lot in a commercial or industrial zone located adjacent to a Provincial highway.

17. **FACIA SIGNS**

- (1) A facia sign may project out from a building wall not more than 60 centimetres (24 inches).
- (2) A facia sign shall be attached to the building facade used to calculate the maximum sign area of the sign.
- (3) A facia sign shall be erected no higher than the upper limit of the first storey of a building, unless otherwise permitted in this By-law, but this shall not apply to an enclosed shopping centre.
- (4) When the area of the sign face of a facia sign is related to the area of a wall, the area of the wall applicable shall be taken as that wall area projected on a plane parallel to the sign face, or tangent thereto if the sign face is not flat.
- (5) Where a building is located in a commercial or industrial zone on a lot that is adjacent to a Provincial highway, the Provincial highway shall be considered a street for the purposes of permitting a facia sign in compliance with this By-law.

18. **DIRECTIONAL SIGNS**

- (1) A directional sign shall have a maximum sign area of 0.75 m<sup>2</sup> (8 sq. ft.) and shall have a maximum height of 1.2 metres (4 ft.).

19. **WINDOW SIGNS**

- (1) The maximum sign area of any permitted window sign shall not cover more than 25% of any single window, or 25% of the entire surface area of a group of windows and shall not block the clear view of exits or entrances and shall maintain visibility into the interior of the premises at all times.

20. **BILLBOARDS**

- (1) Where a billboard sign is permitted, it may be illuminated or non-illuminated, single or double faced only.
- (2) No part of a billboard sign shall be:
  - (a) located closer than 92 metres (301 ft.) from another billboard sign on the same side of the street, but this does not apply to billboard signs on opposite sides of grade separated railway crossings;
  - (b) located closer than 92 metres (301 ft.) measured in a straight line from to a residential zone;
  - (c) exceed 7.62 metres (25 ft.) in height;
  - (d) located closer than 7.5 metres (24.6 ft.) to the street line;
  - (e) multi-faced.
- (3) The maximum sign area of a billboard shall be 20 m<sup>2</sup> (215 sq. ft.) per sign face.

**TEMPORARY SIGNS**

21. **Election Signs**

- (1) No person shall affix, erect or otherwise display an election sign or permit an election sign to be affixed, erected or otherwise displayed:
  - (a) on or overhanging public property;
  - (b) on a utility pole or light standard unless it is affixed to a poster sleeve on a designated light;
  - (c) on any official sign or official sign structure;
  - (d) within a sight triangle;
  - (e) within 50 metres (164 ft.) of the exterior main entrance to the polling station or the front facade of the building which contains the polling station, whichever is greater;
  - (f) at any location where the election sign:
    - (i) obstructs the view of any pedestrian or driver of a motor vehicle, or obstruct the visibility of any traffic sign or device, or where it could interfere with vehicular traffic so that it could endanger any person;
    - (ii) obstructs openings required for light, ventilation, ingress, egress or firefighting;
    - (iii) constitutes a danger or hazard to the general public.
  - (g) on a concrete or masonry noise attenuation wall.
- (2) No person shall affix, erect or otherwise display an election sign or permit an election sign to be erected, affixed, or otherwise displayed prior to the issuance of writs for a provincial or federal election or six (6) weeks immediately preceding the day of a municipal election.

- (3) An election sign shall not exceed a maximum sign area of 1.5 m<sup>2</sup> (16.1 sq. ft.) with the exception of those placed on billboard signs.
- (4) An election sign which is a facia sign may be affixed to the face of the building or building unit which is used as a candidate's campaign headquarters provided such facia sign complies with the provisions of this By-law for a facia sign.
- (5) An election sign shall be removed within forty-eight (48) hours immediately following 11:59 p.m. of the day of the election.
- (6) Where an election sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner, candidate or their agent to:
    - (i) repair the election sign;
    - (ii) pull down or remove the election sign;
    - (iii) make the election sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner, candidate or agent of the owner of the sign, a fee in accordance with Section 31.

## 22. Posters

- (1) No person shall affix or place a poster or cause a poster to be affixed to a poster sleeve unless such poster meets the requirements of this By-law.
- (2) A person shall only affix or place one poster on a poster sleeve and such poster shall:
  - (a) indicate the name of the person or business responsible for placing the poster;
  - (b) be no greater in size than 22 cm (8 ½ in.) by 28 cm (11 in.);
  - (c) conform to the shape of the poster sleeve;
  - (d) be attached only by staples, push pins or tacks;
- (3) No person shall affix or place a poster or cause a poster to be placed or affixed on a poster sleeve fitted to a designated light standard if the poster conveys a message with respect to an unlawful activity or to an activity which a peace officer or a municipal law enforcement officer has reason to believe is unlawful.
- (4) The City may remove and dispose of lawfully and unlawfully placed posters without notice in accordance with its regular maintenance schedule.

## 23. Portable Signs

- (1) A portable sign shall be located completely on private property.
- (2) A maximum of six (6) portable sign permits per calendar year shall be issued to each business at a municipal address.
- (3) Subject to Section 23 (2) a portable sign shall not be erected or displayed for more than twenty-one (21) consecutive days from the date the permit is issued.
- (4) No business shall be issued a permit or erect or display a portable sign unless a minimum period of twenty-one (21) consecutive days has passed since the expiry date endorsed on a previous portable sign permit issued at a location.

- (5) A maximum of one portable sign may be erected along each street line of a property. For shopping centres over 4.0 ha, an additional portable sign may be erected along each street line of a property, provided that each portable sign is a minimum of 100 metres (328.08 ft.) from any other portable sign located on the same street line and on the same property.
- (6) Subject to Section 23 (5) a portable sign shall:
  - (a) contain no more than two (2) sign faces, and each sign face shall have a maximum area of 5 m<sup>2</sup> (53.8 sq. ft.);
  - (b) not exceed 2.5 metres (8.2 ft.) in height;  
not be located within:
    - (i) 1.5 metres (4.9 ft.) of a sidewalk or street line, whichever is greater;
    - (ii) 3 metres (9.8 ft.) of a driveway entrance or exit;
    - (iii) 50 metres (164 ft.) of a traffic light standard;
    - (iv) 15 metres (49.2 ft.) of the paved portion of an intersection;
    - (v) 10 metres (32.8 ft.) of a ground sign or 10 metres (32.8 ft.) of a portable sign on an abutting property;
  - (c) A portable sign shall not be in colours other than black and white, and sign characters in fluorescent, neon, day glo or day bright colours are prohibited.
- (7) Where a portable sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the portable sign;
    - (ii) pull down or remove the portable sign;
    - (iii) make the portable sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

## 24. Sidewalk Signs

- (1) A sidewalk sign shall only be displayed or erected on the public sidewalk abutting the business and only in cases where it is not possible because of the size of the lot, to locate a ground or portable sign entirely on the same lot as the business for which the permit applies.
- (2) Before issuing a permit for a sidewalk sign, the applicant shall provide confirmation to the City that a minimum of \$2,000,000.00 of valid comprehensive general liability insurance is in effect and that the City is named as an additional insured.
- (3) A sidewalk sign:
  - (a) shall have a maximum height of 1 metre (3.3 ft.), a maximum of two sign faces and any sign face shall not exceed 0.55 m<sup>2</sup> (5.9 sq. ft.) in area;
  - (b) shall be displayed only between sunrise and sunset of every business day and shall be taken indoors at all other times;
  - (c) shall not be located within 3 metres (9.8 ft.) of a driveway entrance;
  - (d) shall not be located within 10 metres (33 ft.) of a ground sign and 25 metres (82 ft.) of a portable sign on the same lot.
  - (e) be located as close to the face of the building as possible and maintain a minimum unobstructed sidewalk width of 1.5 metres (5.92 ft.).

- (4) Where a sidewalk sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the sidewalk sign;
    - (ii) pull down or remove the sidewalk sign;
    - (iii) make the sidewalk sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

## 25. **New Home Development Signs**

- (1) A new home development sign placed on a street under the jurisdiction of the City, shall comply with the following requirements:
  - (a) each builder within a new home project shall be limited to ten (10) new home development signs per project;
  - (b) new home development signs shall be limited to two corners of a street intersection and a maximum of five (5) in total for each corner of the two corners of the street intersection;
  - (c) each builder shall be limited to two (2) signs in total for each street intersection.
- (2) A new home development sign shall:
  - (a) contain no more than two (2) sign faces, each sign face having a maximum area of 1.5 m<sup>2</sup> (16 sq. ft.);
  - (b) be a maximum height of 1.2 metres (4 ft.).
- (3) No person shall place or locate a new home development sign:
  - (a) within a sight triangle, on a median or any other location on a street that obstructs a sight line or otherwise interferes with street maintenance, or impedes the movement of pedestrian or vehicular traffic, or otherwise creates a hazard;
  - (b) closer than 10 metres (33 ft.) to a transit stop;
  - (c) closer than 5 metres (16.5 ft.) to a driveway intersection with a street line;
  - (d) within 1 metre (3.2 ft) of any municipal sidewalk
- (4) No person shall place or locate a new home development sign on a street before 5:00 p.m. on a Friday and all such signs shall be removed no later than 7:00 a.m. of the immediately following Monday, provided that where a Friday or Monday is a statutory holiday, the hours shall be extended only to the extent necessary to include the statutory holiday.
- (5) Before issuing a permit for a new home development sign, the builder or applicant shall provide confirmation to the City that a minimum of \$2,000,000.00 of valid comprehensive general liability insurance is in effect and that the City is named as an additional insured.

- (6) Where a new home development sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the new home development sign;
    - (ii) pull down or remove the new home development sign;
    - (iii) make the new home development sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**26. Real Estate Signs**

- (1) One (1) real estate sign shall be permitted for each street line of the property on which the sign is erected.
- (2) The sign face of a real estate sign shall not exceed 1 m<sup>2</sup> (10.7 sq. ft.) if erected on a property zoned residential and shall not exceed 4 m<sup>2</sup> (43.0 sq. ft.) if erected on a property zoned agricultural, industrial or commercial.
- (3) Where a real estate sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the real estate sign;
    - (ii) pull down or remove the real estate sign;
    - (iii) make the real estate sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**27. Construction Site Signs**

- (1) A construction site sign shall be non-illuminated with a sign area not exceeding 20 m<sup>2</sup> (215 sq. ft.) and shall be removed from the construction site within sixty days of the completion of the project.
- (2) Where a construction site sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the construction site sign;
    - (ii) pull down or remove the construction site sign;
    - (iii) make the construction site sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**28. Garage Sale Signs**

- (1) A garage sale sign shall not exceed 0.6 metres (2 ft.) in any dimension and shall not exceed 0.36 m<sup>2</sup> (3.9 sq. ft.) in sign area.
- (2) A garage sale sign may be located in the untravelled portion of the street allowance or on a poster sleeve, but not in a manner so as to create a traffic hazard.
- (3) No person shall place or locate a garage sale sign before 5:00 p.m. of the day immediately before the garage sale and all such signs shall be removed by no later than 7:00 a.m. of the day immediately following the garage sale.
- (4) Where a garage sale sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the garage sale sign;
    - (ii) pull down or remove the garage sale sign;
    - (iii) make the garage sale sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.

**29. Open House Directional Signs**

- (1) An open house directional sign shall have a maximum height of 1 metre (3.3 ft.) and a maximum sign area of 0.8 m<sup>2</sup> (8.6 sq. ft.) per sign face.
- (2) An open house directional sign may be erected on that portion of a street located between the curb or edge of the travelled roadway and the sidewalk, or where no curb exists, such sign may be erected on the untravelled portion of the right-of-way closest to the outer edge of the travelled roadway.
- (3) Where an open house directional sign has been affixed, erected or otherwise displayed in contravention of any provision of this By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the open house directional sign;
    - (ii) pull down or remove the open house directional sign;
    - (iii) make the open house directional sign comply with the provisions of this By-law.
  - (b) pull down or remove such sign and charge the owner of the sign, a fee in accordance with Section 31.



**29A Inflatable Signs (179-02)**

- (1) No person shall erect an inflatable sign without a permit and an inflatable sign shall be erected in the specific location as shown on a plan approved for such purposes by the commissioner.
- (2) An inflatable sign shall only be permitted on a property with a minimum frontage of 15 metres (49 feet).
- (3) An inflatable sign shall be located:
  - (a) a minimum of 3.0 metres (9.8 ft) from any property line;
  - (b) a minimum of 3.0 metres (9.8 ft) from any driveway entrance and exit;
  - (c) a minimum of 10 metres (32.8 ft) from any ground or portable sign on the same property or abutting property; and
  - (d) a minimum of 92 metres (301 ft) measured in a straight line from a residential property;
  - (e) a minimum of 50 metres (164 ft) from a traffic light standard.
- (4) An inflatable sign shall have a maximum height of 7.0 metres (22.96 ft) and a maximum width of 6.0 metres (19.68 ft).
- (5) One inflatable sign shall be permitted for each property at any one time.
- (6) Sign permits to erect or display inflatable signs shall be issued for periods of a maximum of fourteen (14) consecutive days, No more than two (2) permits shall be issued for a single business on the property on which the sign is to be displayed, in a calendar year.
- (7) No business shall be issued a permit or erect or display an inflatable sign unless a minimum of twenty-one (21) consecutive days has passed since the expiry date endorsed on a previous inflatable sign permit issued on the same property
- (8) Sign permits for inflatable signs shall be issued only for businesses or uses currently on the property on which the sign is to be displayed.
- (9) All inflatable signs shall be properly secured to the satisfaction of the Commissioner.
- (10) Before being issued a sign permit for an inflatable sign, the applicant shall provide confirmation to the City that a minimum of \$2,000,000.00 of valid comprehensive general insurance is in effect.
- (11) Where an inflatable sign has been affixed, erected or otherwise displayed in contravention of any provision of the By-law, the Commissioner may:
  - (a) notify or order the owner to:
    - (i) repair the inflatable sign
    - (ii) pull down or remove the inflatable sign; or
    - (iii) make the inflatable sign comply with the provisions of this By-law; and
  - (b) pull down or remove such sign and charge the owner of the sign a fee in accordance with Section 31.

**30. MAINTENANCE OF SIGNS**

- (1) The owner of any sign, shall maintain or cause such sign to be maintained in a proper state of repair, so that such sign remains completely operative at all times and does not become unsafe, defective or dangerous.
- (2) Maintenance or repairs using materials identical to the materials of the component being maintained or repaired does not constitute an alteration so as to require a permit to be issued.

**31. PENALTIES AND ENFORCEMENT**

- (1) Every person who contravenes any provision of this By-law is guilty of an offence. Pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended, upon conviction a person is liable to a fine of not more than \$5,000.00 exclusive of costs.
- (2) Where a sign is erected or displayed in contravention of this By-law, the Commissioner may immediately pull down or remove any sign that the Commissioner determines constitutes a safety hazard or a concern.
- (3) Where any sign does not comply with this By-law, the Commissioner may forward a notice by personal service or regular post, to the owner. The notice may require that the illegal sign be permanently removed and not replaced with any sign in contravention of this By-law or that the illegal sign be made to comply with this By-law not later than the date and time stipulated in the notice. The notice may advise that if the sign is not so removed or made to comply within the specified period of time, then the City may pull down and remove the sign without any further notice.
- (4) If the notice set out in subsection 31 (3) is not complied with within the specified period of time, the Commissioner may direct City forces or an independent contractor to enter upon the land or premises to pull down and remove the sign.
- (5) Any sign removed as provided for in this section shall be stored by the City or an independent contractor for a period of not less than thirty (30) days. During this time the sign owner or his agent is entitled to redeem such sign, upon completing a signed acknowledgement and release on the prescribed form and upon making payment satisfactory to the City of the amounts noted below:
  - (a) the sum of \$200.00 or the City's actual cost of removing the sign, whichever is greater, and
  - (b) a storage charge of \$20.00 per day or part thereof, or \$2.00 per m<sup>2</sup> of sign face per day or part thereof, whichever is greater.
- (6) Where the City has removed a sign and stored it for a period of thirty (30) days and the sign has not been redeemed, the City may then destroy or otherwise dispose of the sign without notice to the owner of the sign or his agent.
- (7) Any banner installed without the approval of the City will be removed by the City without notice and, further, may be destroyed or otherwise disposed of without further notice to the owner of the banner or his agent.
- (8) None of the foregoing shall limit the City from enforcing the provisions of this By-law by any other action or remedy permitted in law.

**32. VARIANCES**

- (1) An application for variance shall be made on the appropriate form to the Commissioner and shall be accompanied by the appropriate fee, as set out in the Fees and Charges By-law.
- (2) The Commissioner shall prepare a report for the consideration of Planning and Development Committee, setting out the reasons for the variance and a recommendation to Council.
- (3) The Commissioner shall notify the applicant once a hearing date before Planning and Development Committee has been fixed and if the applicant does not attend at the appointed time and place, the Planning and Development Committee may proceed in the absence of the applicant and the applicant will not be entitled to further notice in the proceeding.
- (4) Planning and Development Committee may recommend authorization for variances from the provisions of this By-law, if in the opinion of Committee, the general intent and purpose of the By-law are maintained.
- (5) In considering an application for a variance, Planning and Development Committee and Council shall have regard for:
  - (a) Special circumstances or conditions applying to the land, building or use referred to in the application;
  - (b) Whether strict application of the provisions of this By-law in the context of the special circumstances applying to the land, building or use, would result in practical difficulties or unnecessary and unusual hardship for the applicant, inconsistent with the general intent and purpose of this By-law;
  - (c) Whether such special circumstances or conditions are preexisting and not created by the owner or applicant; and,
  - (d) Whether the sign that is subject of the variance will alter the essential character of the area.
- (6) Council may uphold or vary the recommendations of the Planning and Development Committee or do any act or make any decision that it might have done, had it conducted the hearing itself and the applicant shall not be entitled to a further hearing on the matter before Council and the decision of Council shall be final.

**33. EXISTING SIGNS**

This By-law does not apply to any permanent sign or permanent advertising device that is lawfully erected or displayed on the day this By-law comes into force, if the sign or advertising device is not substantially altered. The maintenance and repair of the sign or advertising device or a change in the message displayed shall not be deemed in itself to constitute an alteration.

**34. VALIDITY**

If a Court of competent jurisdiction declares any section or part of a section of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force.

35.     **REPEAL**

By-law 557-78, By-law 38-88, By-law 301-94 and By-law 394-2001 are hereby repealed, effective May 1, 2002.

36.     **EFFECTIVE DATE**

This By-law takes effect on May 1, 2002.

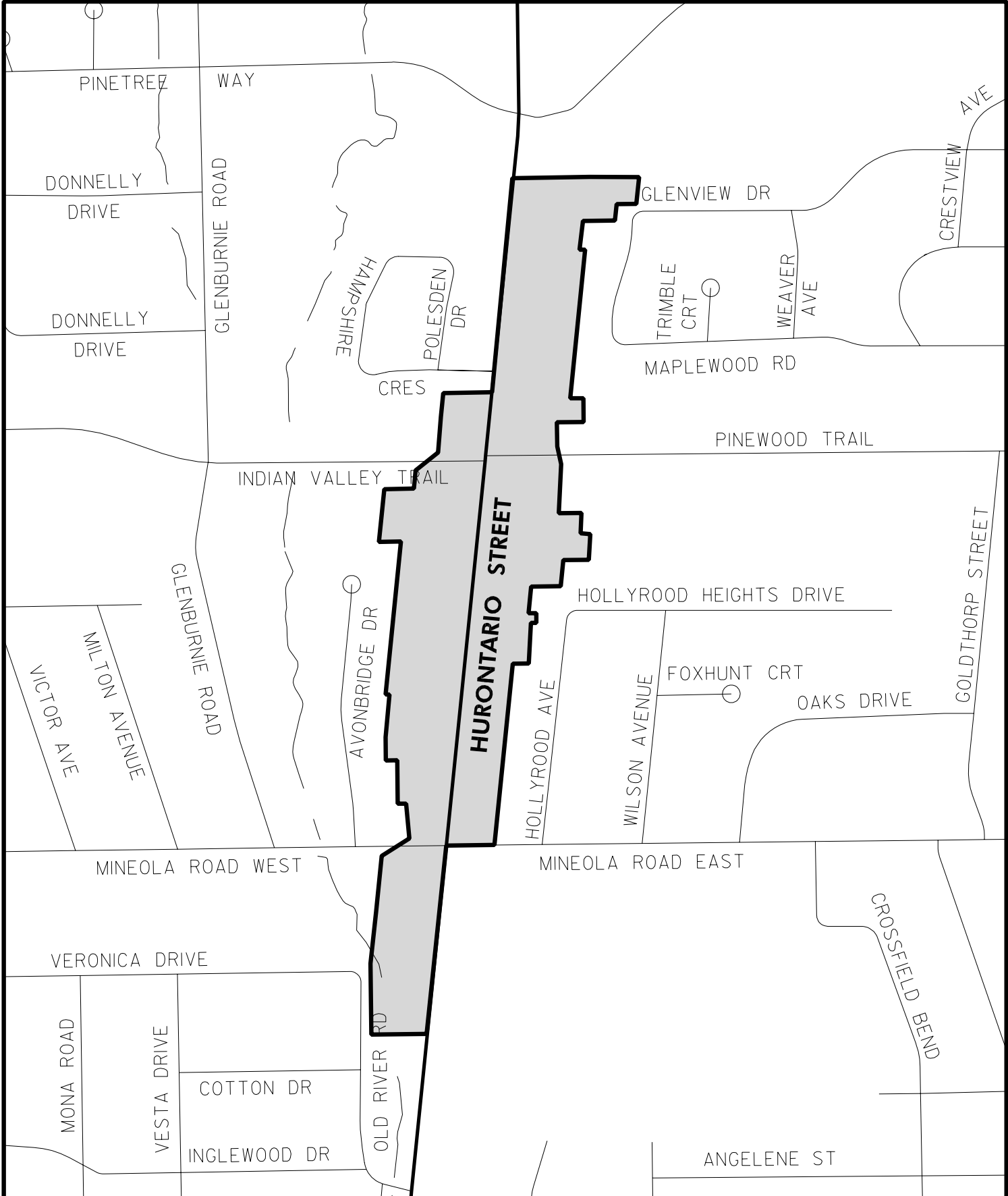
37.     **SHORT TITLE**

This By-law may be referred to as the Sign By-law.

ENACTED and PASSED this 30th day of January, 2002

Signed: Hazel McCallion, MAYOR

Signed: Joan LeFeuvre, ACTING DEPUTY CLERK

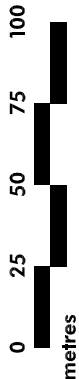
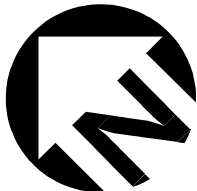
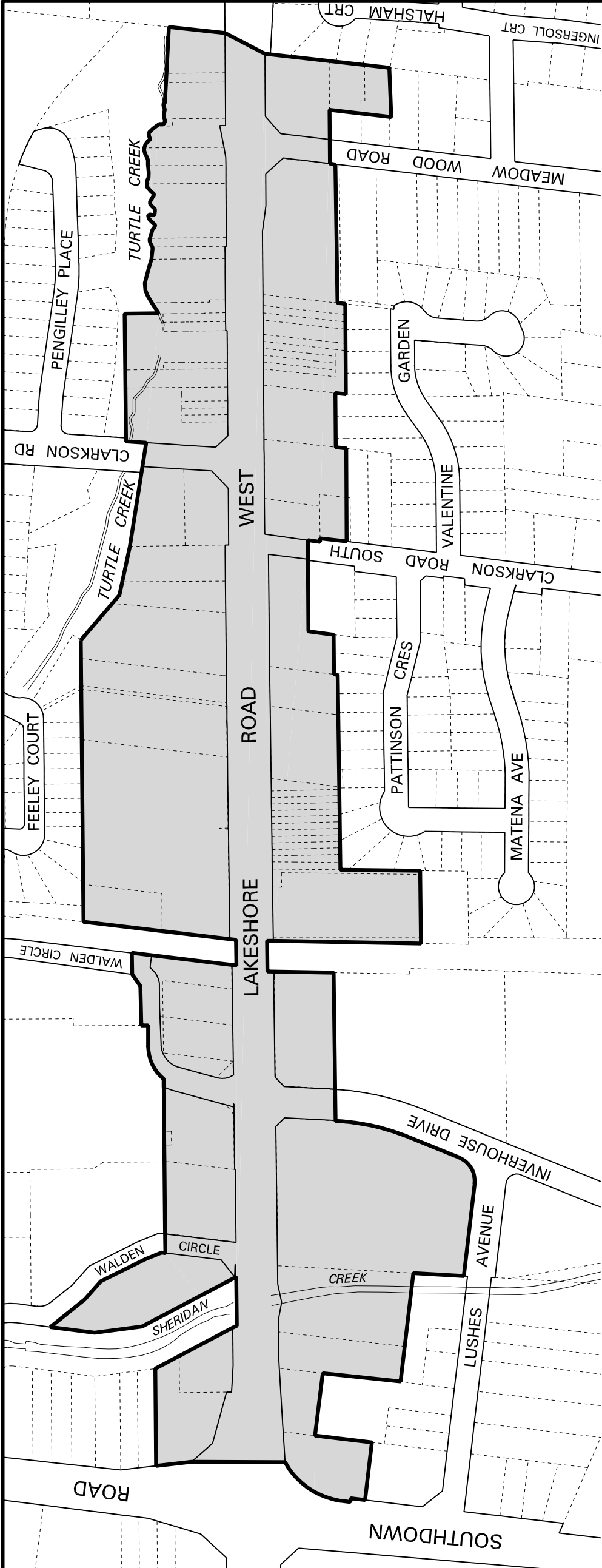


**MINEOLA DISTRICT**

**THIS IS SCHEDULE "A" TO  
BY-LAW 0054-2002**

**PASSED BY COUNCIL ON  
2002 January 30**

**CITY OF MISSISSAUGA**



**CLARKSON DISTRICT**

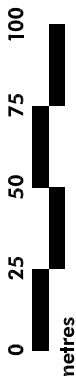
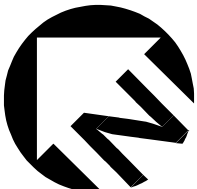
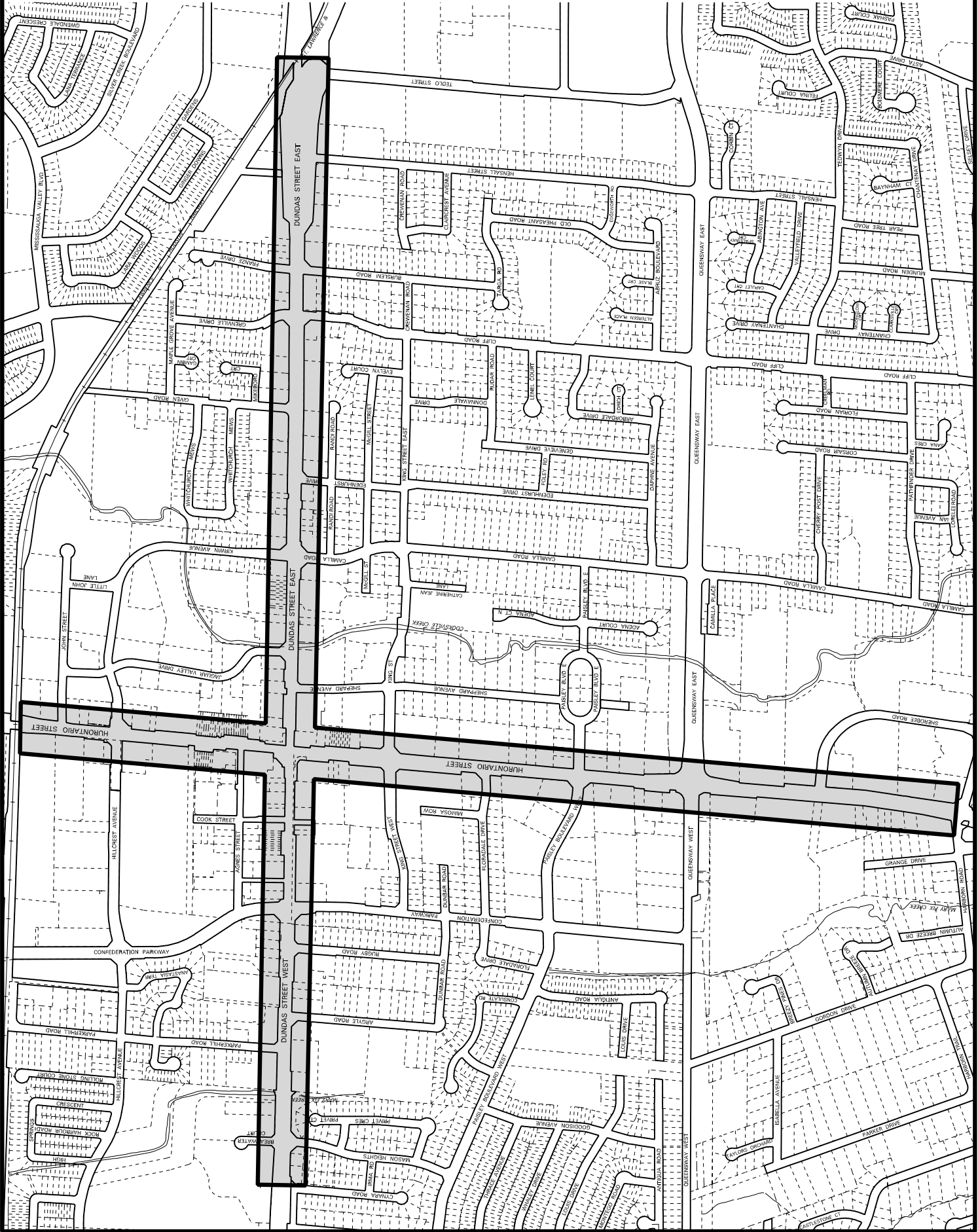
**THIS IS SCHEDULE "B" TO**

**BY-LAW 0054-2002**

**PASSED BY COUNCIL ON**

**2002 January 30**

**CITY OF MISSISSAUGA**

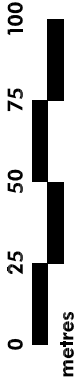
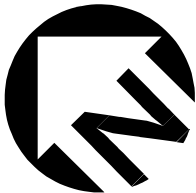
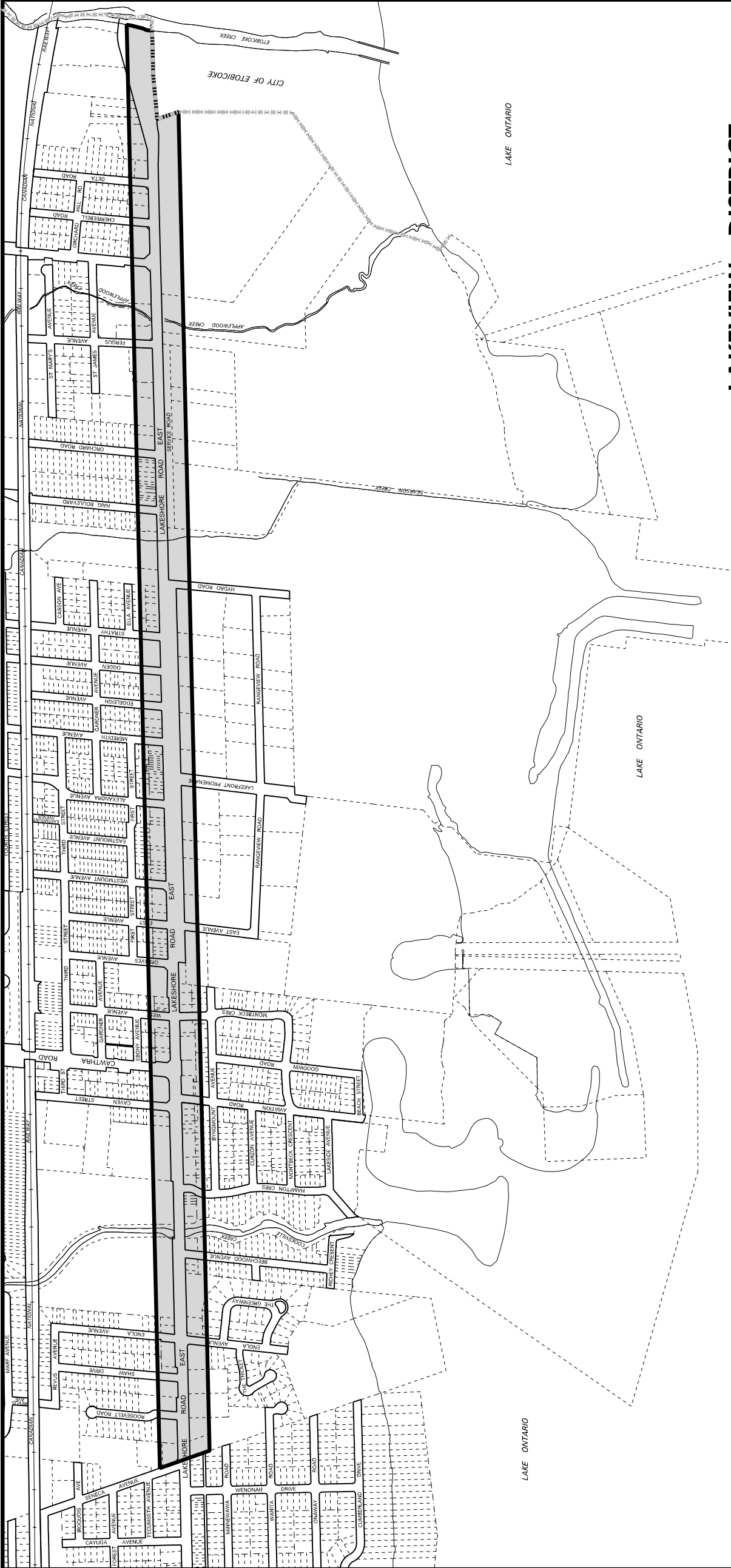


CITY OF MISSISSAUGA

COOKSVILLE DISTRICT

THIS IS SCHEDULE "C" TO  
BY-LAW 0054-2002

PASSED BY COUNCIL ON  
2002 January 30



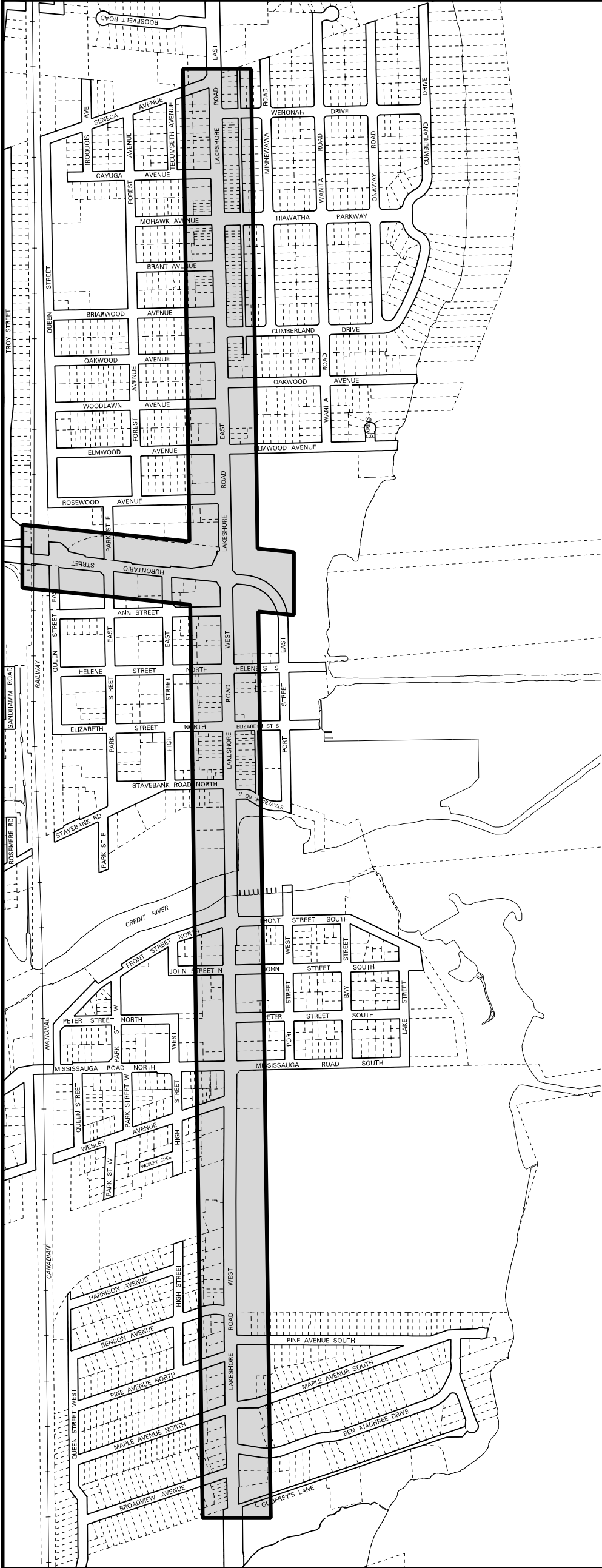
**LAKEVIEW DISTRICT**

**THIS IS SCHEDULE "D" TO**  
**BY-LAW 0054-2002**

**PASSED BY COUNCIL ON**  
**2002 January 30**

**CITY OF MISSISSAUGA**





**PORT CREDIT DISTRICT**

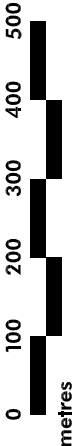
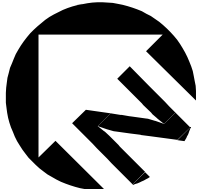
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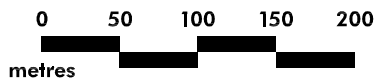
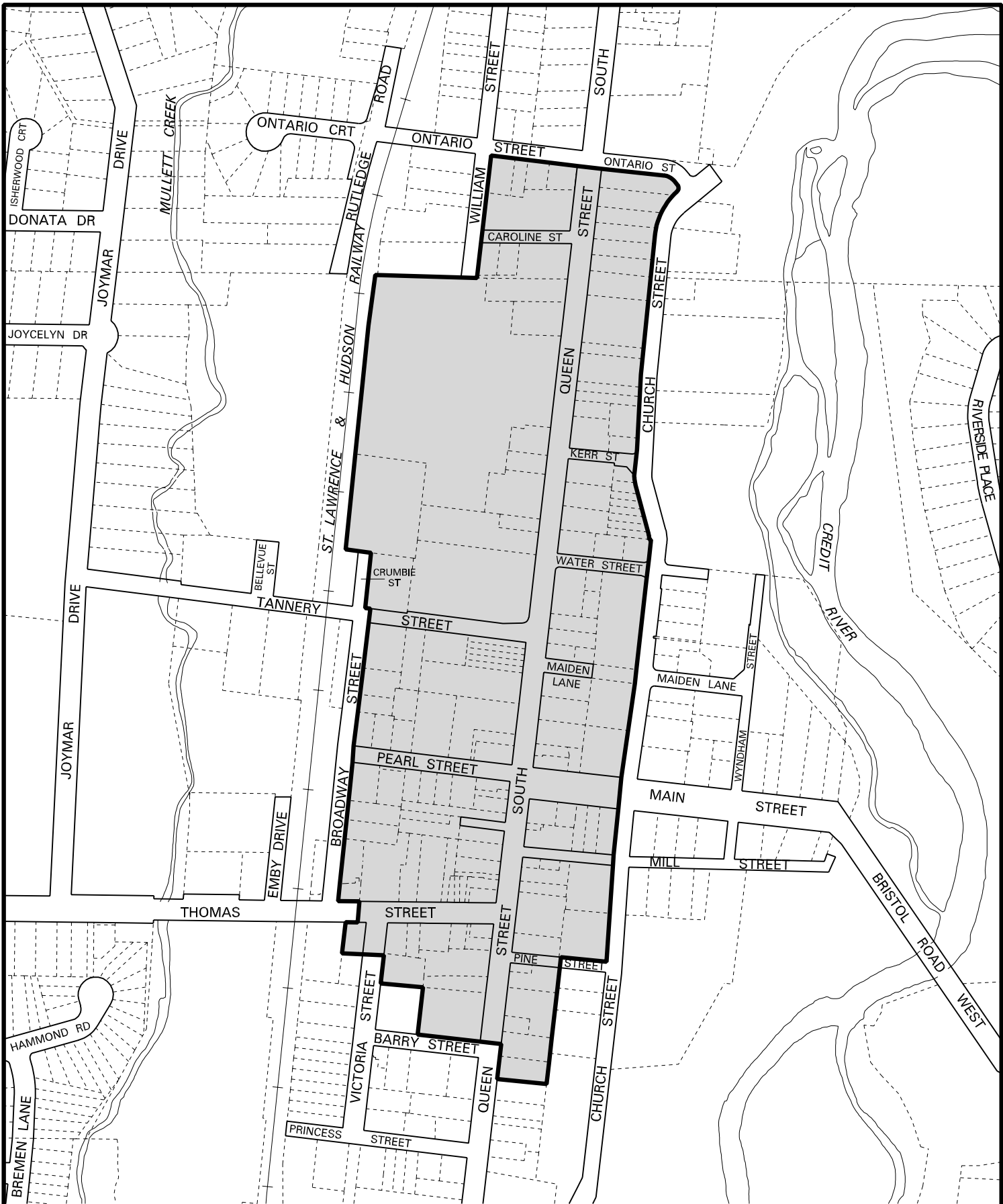
**BY-LAW 0054-2002**

**PASSED BY COUNCIL ON**

**2002 January 30**

**CITY OF MISSISSAUGA**



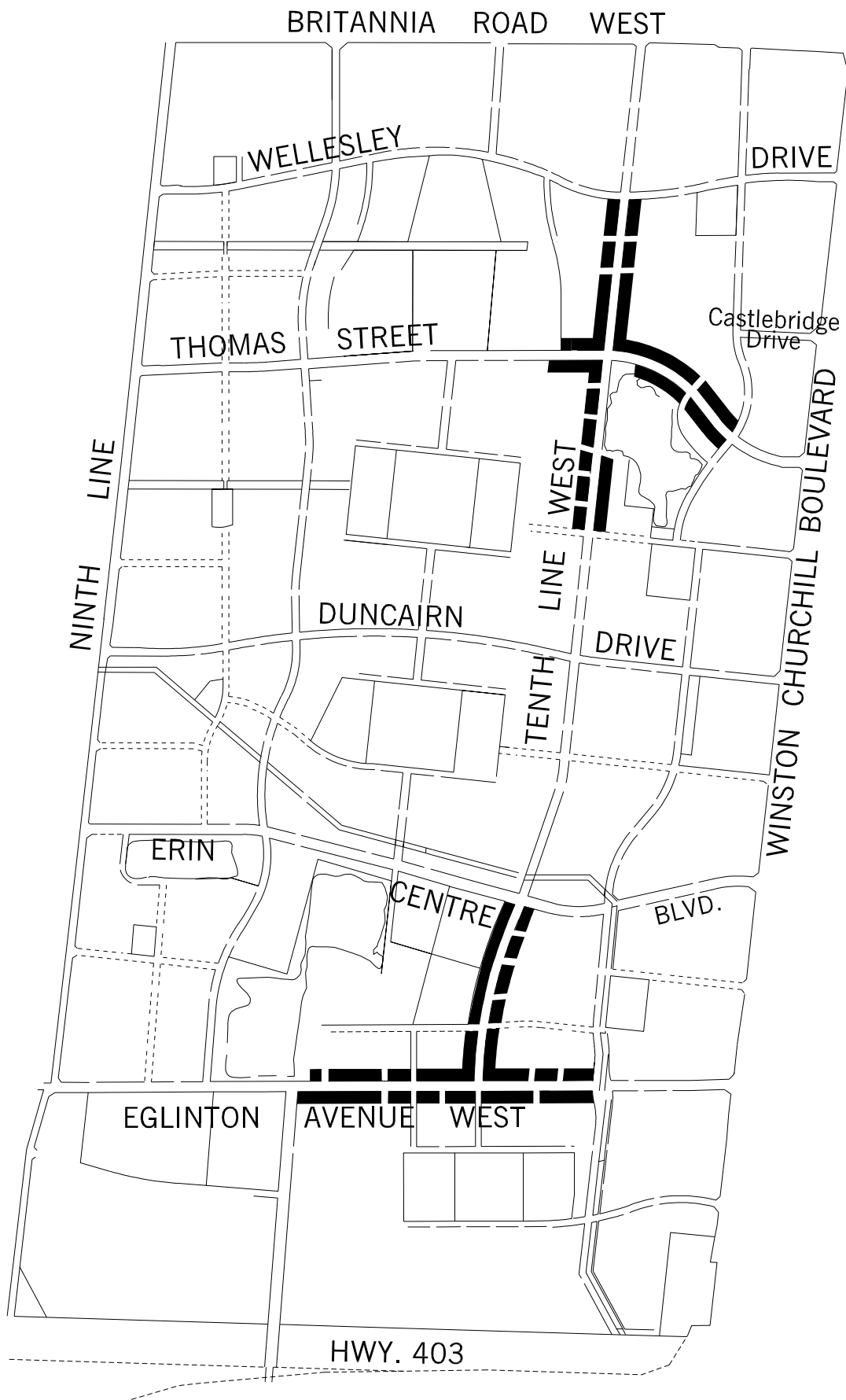


**STREETSVILLE DISTRICT**

**THIS IS SCHEDULE "F" TO  
BY-LAW 0054-2002**

**PASSED BY COUNCIL ON  
2002 January 30**

**CITY OF MISSISSAUGA**



0 200 400 600 800  
metres

#### LEGEND

 Primary Development Corridors

**CITY OF MISSISSAUGA**

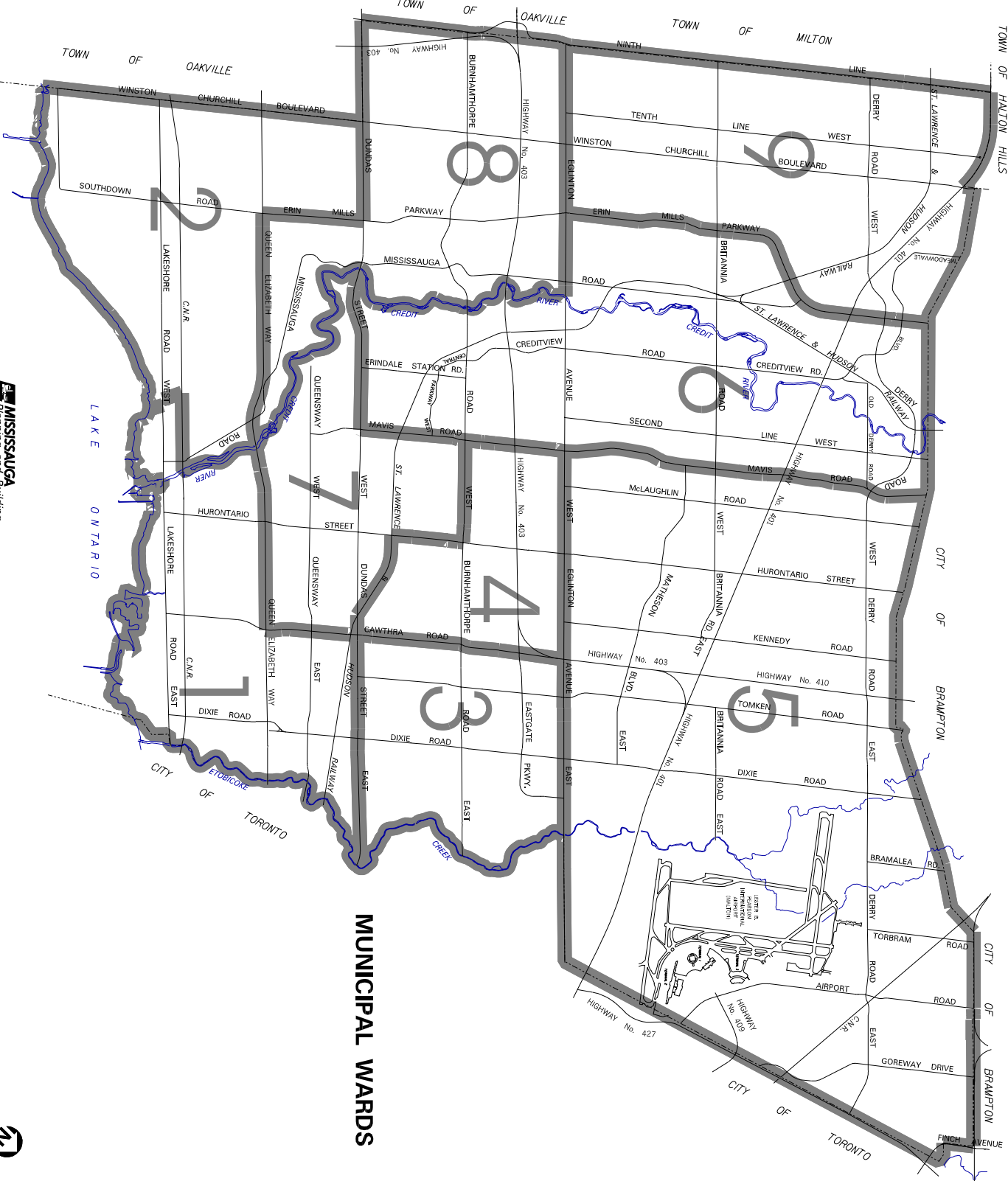
## CHURCHILL MEADOWS DISTRICT

**THIS IS SCHEDULE "G" TO**

**BY-LAW** 0054-2002

**PASSED BY COUNCIL ON**

2002 January 30



**MUNICIPAL WARDS**