

SECTION THREE

General Regulations

3

This section outlines general regulations that apply to development within Town.

Setbacks

3.1 DEVELOPMENT ON OR NEAR A BODY OF WATER

Parcels shall be located at least 6.0 m back from the high-water line of any body of water or an area subject to flooding as established by the province.

3.2 DEVELOPMENT ON OR NEAR A SLOPE

Buildings and Structures shall be located at least 10.0 m back from a slope of 15% or greater.

3.3 DOUBLE-FRONTING AND CORNER PARCELS

Where a Parcel abuts two (2) or more public roadways, the front yard setback shall be established on the street that is identified by a municipal address.

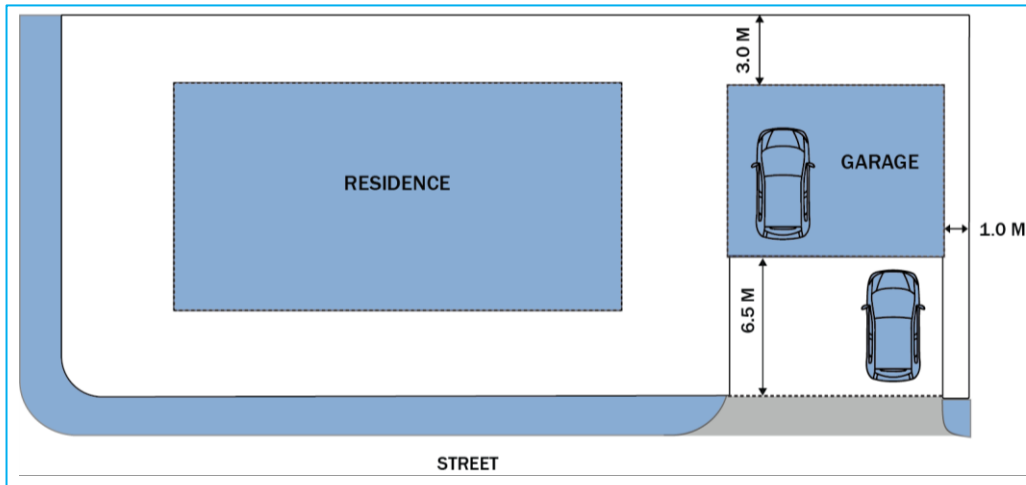
3.4 PROJECTIONS

- a) The following Structures are allowed to project into required yard setbacks by up to 0.6 m:
 - i. Front and Rear Yards: awnings, cantilevered bays with a floor area not exceeding 2.3 m², decks and eaves,
 - ii. Side Yards: awnings, chimneys, decks, eaves, landings, ramps and stairs, and
 - iii. Front Yards: stairs or a barrier free ramp attached to a landing,
- b) Door or gates of a building, fence, or enclosure shall not swing out over a property line.

3.5 GARAGE LOCATION

In Residential Districts, garages shall be located so that there is a 6.5 m clear space between the garage door and any built or planned sidewalk, lane or curb so that vehicles can be parked in front of the garage doors without overhanging a pedestrian or vehicle travel surface, as illustrated in **Figure 1 – Corner Parcel Garage Setbacks**.

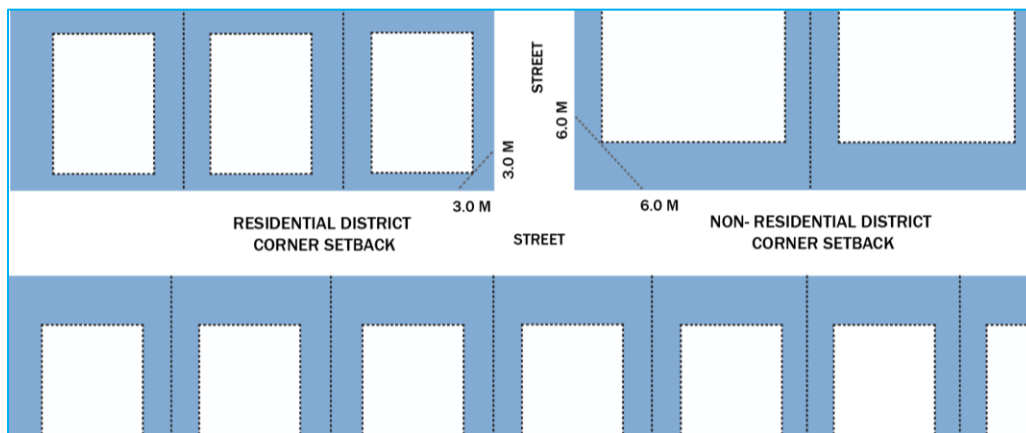
Figure 1 – Corner Parcel Garage Setbacks



3.6 CORNER VISIBILITY

- a) In a Residential District, buildings, structures, fences and landscaping shall be setback at least 3.0 m from the intersection of two roads, as measured from the curb intersect point or edge of pavement, to maintain corner visibility, as illustrated in **Figure 2 – Corner Visibility Triangle**, and
- b) In a Non-Residential District, buildings, structures, fences and landscaping shall be setback at least 6.0 m from the intersection of two roads, as measured from the curb intersect point or edge of pavement, to maintain corner visibility, as illustrated in **Figure 2 – Corner Visibility Triangle**.

Figure 2 – Corner Visibility Triangle



3.7 EASEMENTS

No permanent or temporary Buildings shall be placed on land which is subject to an easement without the written consent of the easement holder.

3.8 EMERGENCY ACCESS

Setbacks in any District may be increased at the discretion of the Development Authority in order to provide adequate emergency access.

Parcels

3.9 GRADING & DRAINAGE

- a) Parcel drainage shall be directed to adjacent streets or lanes and not onto an adjacent parcels except, where permitted by the Development Authority,
- b) In a Residential District where there is no lane, a swale shall be constructed along the rear of all lots to carry water to a road or drainage course, and the swale shall be protected by an easement in favour of the Town,
- c) Where, during development, there are areas requiring leveling, filling, or grading, the topsoil shall be removed before work commences, stockpiled, and then replaced following completion of the work,
- d) All landscaped areas shall be designed to facilitate effective surface drainage, and
- e) Site grading shall be in accordance with the Town’s Minimum Engineering Design Standards.

3.10 SCREENING

- a) Visual screening to a minimum height of 2.0 m shall be provided by a fence or a combination of fence and soft landscaping where a Non-Residential District abuts a Residential District,
- b) All exterior work areas, storage areas and waste handling areas shall be screened and/or enclosed from view to the satisfaction of the Development Authority, and
- c) In those cases where wrecked or damaged vehicles are permitted to be stored or located on a parcel they shall be screened or enclosed to the satisfaction of the Development Authority.

3.11 FENCING

- a) In a Residential District, barbed wire, chicken wire and/or rough-hewn wooden slab fences are not permitted fence materials,
- b) In a Non-Residential District, fences shall be constructed out of chain-link or an equivalent as approved by the Development Authority,
- c) Barbed wire may only be used in a Non-Residential District as the top strand of a fence that is greater than 2.0 m in height.
- d) Fences shall be restricted to the maximum heights listed below, including any variance granted by the Development Authority:

Table 4 – Maximum Fence Height*

	Residential District	Non-Residential District
Front Yard	1.0 m	2.5 m
Side Yard	1.8 m	2.5 m
Rear Yard	1.8 m	2.5 m

*Maximum permitted heights shall include posts and trellises/lattice running adjacent to the top of the fence

3.12 RETAINING WALLS

- a) Any retaining wall over 1.0 m in height must be designed and inspected after construction by a professional engineer,
- b) The landowner shall provide to the Town the design and inspection report, both bearing the seal and signature of a professional engineer, within thirty (30) days of construction of the retaining wall,
- c) Creosote railway ties are not a permitted construction material for any retaining wall.

3.13 LIGHTING

- a) All outdoor lighting shall be located and arranged so that light is directed away from adjoining properties and local roads,
- b) The maximum mounting height for an outdoor light fixture shall be 8.0 m in any Residential District, and up to 12.0 m Non-Residential Districts,
- c) No outdoor light fixture may emit light above the horizontal plane at the bottom of the light fixture,
- d) Notwithstanding c), outdoor lighting used to illuminate architectural features, landscaping, monuments, signs, or trees may emit light above the horizontal plane so long as it is directed at such features,
- e) Full Cut-Off Fixtures shall be installed for all exterior lighting, and
- f) No flashing, strobe, or revolving lights are permitted in Town.

3.14 PROHIBITED OR RESTRICTED OBJECTS (amended by Bylaw 2023-06-D)

- a) No person shall keep in any part of the yard:
 - i. Any Livestock, except where approved in as a Discretionary Use in the R-ACG or S-URB Districts.

3.15 GARBAGE AREAS (amended by Bylaw 2023-06-D)

- a) In all Districts, garbage areas shall be wholly provided on the same site as the buildings to be served, unless otherwise approved by the Development Authority,
- b) Garbage shall be stored in weather-proof containers, screened from adjacent parcels and public thoroughfares, and in a location easily accessible for pickup.
- c) Any garbage storage or collection area co-existing with any parking or loading area shall be:
 - i. Clearly delineated as separate from the parking or loading stalls,
 - ii. Located to optimize collection vehicles access, and
 - iii. Screened by a fence or landscaping.

Landscaping

3.16 LANDSCAPING OF NEW DEVELOPMENT (amended by Bylaw 2023-06-D)

- a) All portions of a Parcel not covered by a Building, Structure, parking stall or driveway shall be landscaped and maintained to the satisfaction of the Development Authority,
- b) In Non-Residential Districts and on parcels with Multi-Unit Dwellings of more than ten (10) units:
 - i. A minimum 1.8 m landscaped buffer is required along each public road, and

- ii. A minimum 6.0 m landscaped buffer is required along every boundary adjacent to a Residential District.
- c) In Residential Districts, landscaping shall be completed within eighteen (18) months of the date of occupancy or two growing seasons, whichever is less.

3.17 TREE PLANTING

- a) Trees planted as part of a new development/addition to existing development shall be of a native species to Central Alberta, as listed in **Schedule A – Recommended Tree Plantings**,
- b) If trees not listed in **Schedule A** are proposed as part of a development, the applicant shall provide written confirmation from a qualified landscape professional that the proposed trees are suitable,
- c) Trees planted to meet landscaping requirements shall be a minimum of 1.8 meters in height at the time of installation,
- d) Evergreens shall not be planted close to walkways, streets or buildings because of their broad base that will become an obstruction as the trees mature,
- e) The required number of trees per Land Use District Group are:

Table 5 – Tree Planting Minimums

District	Required Number of Trees
Residential	N/A
Commercial	1 per 400.0 m ² gross parcel area
Industrial	1 per 800.0 m ² gross parcel area
Special	1 per 400.0 m ² gross parcel area
Direct Control	As stated within the DC District

3.18 RETAINING EXISTING TREES

- a) Existing trees should be retained as much as possible.
- b) Existing trees shall be counted towards meeting the minimum required number of trees
- c) Any proposed clearing is subject to the approval of the Development Authority.

3.19 LANDSCAPING PLANS

- a) In Non-Residential Districts and on parcels with Multi-Unit Dwellings of more than ten (10) units, a Landscaping Plan shall be required to the satisfaction of the Development Authority,
- b) The Landscaping Plan shall, to the satisfaction of the Development Authority, include the following:
 - i. name of the project and/or applicant,
 - ii. name and/or endorsement stamp of the landscape professional,
 - iii. north arrow, plan scale and legal and civic addresses,
 - iv. location of existing plant materials and indication as to whether they are to be removed or retained,
 - v. location of planting beds and identification of bedding material,
 - vi. location of trees shown as their typical mature size,
 - vii. total number and type of trees proposed to be provided,
 - viii. identification of proposed surfacing of parking and storage areas,

- ix. a list of any proposed Variances,
- x. all other physical features, existing or proposed, including berms, walls, fences, outdoor furniture and decorative paving, and
- xi. if landscaping is being proposed within a utility right-of-way the plan must be endorsed by all utility companies that have access to the right-of-way, indicating their approval of the proposed landscaping.

3.20 LANDSCAPING SECURITIES

- a) 'Landscaping Plans' (s.3.21) shall be accompanied by a quote from a landscape professional indicating the cost to implement the Landscaping Plan,
- b) An irrevocable letter of credit or bank draft/certified cheque from a recognized Canadian financial institution having the value equivalent to 100% of the established costs to implement the Landscaping Plan will be provided to the Town within thirty (30) days of the Development Permit being issued and will be retained until all landscaping is completed,
- c) The amount of the landscaping securities shall include the cost of the following, where applicable:
 - i. Rough grading of landscaped area,
 - ii. Minimum of 150mm of topsoil and sod or seed,
 - iii. Trees in accordance with this Bylaw, and
 - iv. 150mm height concrete curb separating landscaped areas and parking areas.

3.21 INSPECTING NEW LANDSCAPING

- a) Upon receipt of a written request from an applicant, an inspection of finished landscaping may be scheduled by the Development Authority,
- b) Tags that identify the species of trees shall be left intact with the tree until the landscaping inspection is performed by the Development Authority,
- c) Landscaping inspections shall be:
 - i. Conducted only during the normal growing season, approximately May 15th through October 15th, and
 - ii. Performed within thirty (30) days of receipt of the inspection request subject to i) above,
- d) Fifty percent (50%) of the 'Landscaping Securities' (s.3.22) will be returned when satisfactory completion of the landscaping is confirmed with an inspection by the Development Authority.
- e) The remaining 'Landscaping Securities' (s.3.22), unless otherwise drawn upon, shall be fully released once it is confirmed with an inspection by the Development Authority that the landscaping has survived a minimum of two full growing seasons.
- f) The Town is permitted to draw upon 'Landscaping Securities' (s.3.22), in the event that the required works are not completed.

3.22 LANDSCAPING OF EXISTING DEVELOPMENT

- a) Every developed lot shall be landscaped and maintained to a standard which in the opinion of the Development Authority is reasonably compatible with neighbouring properties.
- b) Every undeveloped lot shall be maintained to a standard which in the opinion of the Development Authority is reasonably compatible with neighbouring properties.
- c) If a person alters the approved lot drainage on/from a site so that water drains onto adjacent parcels, that person shall be responsible for corrective action, including but not limited to constructing drainage structures to the satisfaction of the Development Authority, such as retaining walls, to divert water from neighbouring properties.

3.23 NON-PERMISSABLE MATERIALS

- a) Creosote railway ties are not permitted in any landscaping within Town, including the construction of retaining walls,
- b) Plants recognized as invasive species by the Province of Alberta are not permitted as planting materials for landscaping within Town.

Buildings and Structures

3.24 ADDRESSING

The civic address assigned under 'Addressing and Naming Policy' PD-02-14 (Resolution #331/14), as amended shall be clearly displayed on all houses and business premises, and this requirement applies during construction as well as after completion.

3.25 BUILDING ORIENTATION

All Principal Buildings shall face the frontage street of a parcel, unless otherwise authorized by the Development Authority.

3.26 USES WITHIN A BUILDING

- a) A Building may be occupied by a combination of one or more uses listed in a District, and
- b) A Development Permit may include a number of uses and/or units within a Building.

3.27 INFILL DEVELOPMENT

Infill development shall be in keeping with the scale and character of the surrounding area, having regard to the provisions of the prescribed District.

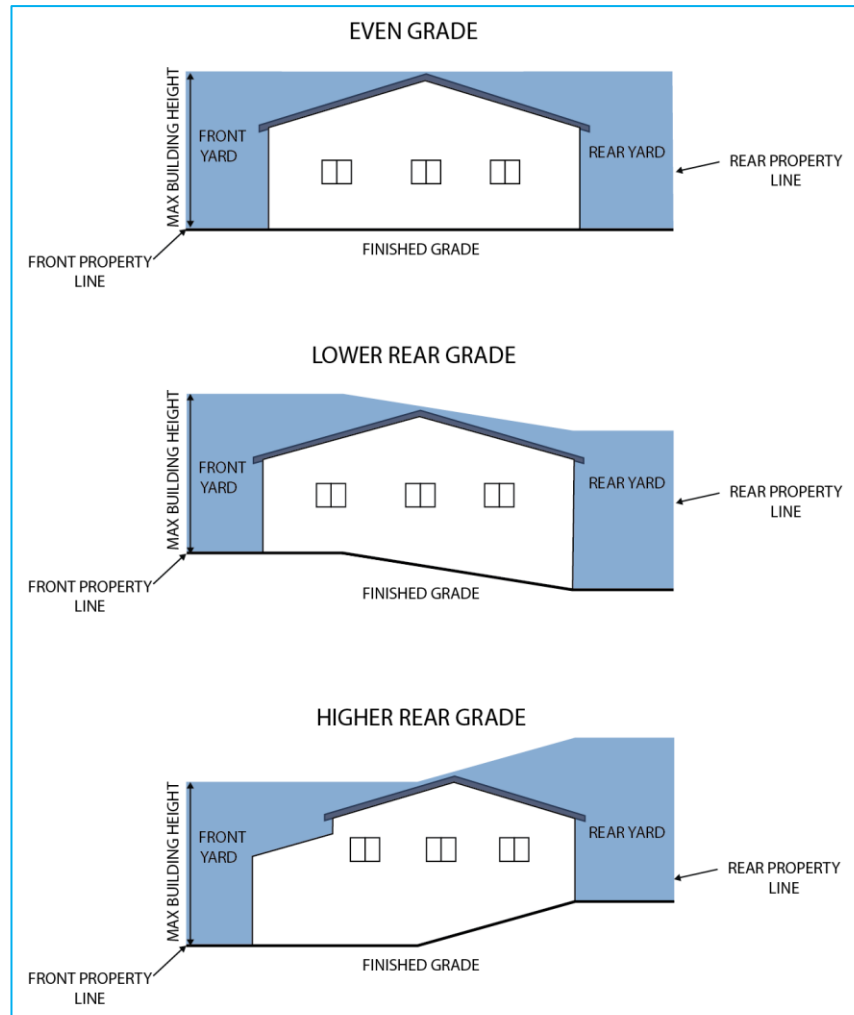
3.28 BUILDING DESIGN

- a) A Building's character and appearance may be considered in the review of proposed development, with respect to:
 - i. Consistency with the prescribed District,
 - ii. Compatibility with nearby Buildings, and
 - iii. Compliance to the provisions of any Statutory Plan, which sets out specific guidelines as to the design, character, appearance, or building materials used in a development,
- b) A Building's mechanical housing shall be screened, to the satisfaction of the Development Authority.

3.29 BUILDING HEIGHT

- a) The base from which to measure the height of a Building or Structure shall be from any point on the finished ground elevation which adjoins an exterior wall as illustrated in **Figure 3 – Determining Building Height**,
- b) In determining the highest point of a building, the following structures are not considered part of the building: elevator or mechanical housing, roof stairway entrance, ventilation fans, a skylight, a steeple, a smokestack, a parapet wall or a flagpole.

Figure 3 – Determining Building Height



3.30 MANUFACTURED HOMES (amended by Bylaw 2022-08-D)

- a) No Manufactured Home, or additions thereto, shall exceed 5.0 m in height,
- b) Manufactured Homes shall have CSA certification,
- c) Manufactured Homes must be placed on a foundation in accordance with provincial standards,
- d) The crawl space between a Manufactured Home and the ground shall be suitably enclosed from view by skirting, or another means satisfactory to the Development Authority, within thirty (30) days of siting, and
- e) Axles, wheels and trailer hitches shall be removed once a Manufactured Home is sited
- f) All newly moved-in Manufactured Homes are required to obtain approval by the Manufactured Home Park, and any required approvals for Development Permits, Building Inspections, and Building Permits, prior to purchasing and moving a Manufactured Home on site
- g) These permit requirements should also be considered prior to the purchase of a Manufactured Home
- h) The Manufactured Home Park Owner will be subject to a fine if a Manufactured Home is moved on-site prior to acquiring the necessary permits

Architectural Design Controls (amended by Bylaw 2022-08-D)

- i) Massing – shall represent the form and configuration representative of Manufactured Homes and other residential forms
- j) Form – shall represent the single or double wide standard shape for Manufactured Homes
- k) Materials – shall be suitable for the purpose, durable, and compatible with existing Manufactured Home Parks and areas
- l) Color – shall be compatible and complementary with existing Manufactured Home Parks and adjacent neighbourhoods
- m) Landscaping – shall be landscaped in all yard areas to the satisfaction of the Development Authority
- n) Scale – shall be similar in width and height to standard Manufactured Homes
- o) Maintenance – shall maintain Manufactured Homes and the yard to the satisfaction of the Development Authority
- p) Safety – shall maintain private roadways to enable emergency response vehicles to access all developed areas of a property.

3.31 MIXED-USE BUILDINGS

- a) A Building may be occupied by a combination of uses and each use shall be considered as a separate use, and each use shall obtain Development Permit approval,
- b) The minimum size of a Dwelling Unit in a Mixed-Use Building is 65.0 m²,
- c) Dwelling Units shall have at grade access that is separate from the access for commercial premises,
- d) Direct access from a residential dwelling unit to a commercial premise shall not be permitted, and
- e) The minimum amenity area shall be 4.00 m² per Dwelling Unit.

3.32 ACCESSORY BUILDINGS/STRUCTURES

- a) An Accessory Building/Structure in a Residential District shall be similar to, and complement, the principal building in exterior material, colour and appearance,
- b) An Accessory Building/Structure shall not exceed a height of 3.6 m,
- c) Notwithstanding b). Secondary Suites (External) may be of equal height to the Principal Dwelling when located on top of an Accessory Building, at the discretion of the Development Authority,
- d) Where the Principal Building is a Manufactured Home, the height of an Accessory Building/Structure shall not exceed the height of the Manufactured Home,
- e) No Accessory Building/Structure shall be permitted in the front yard,
- f) No Accessory Building/Structure shall be permitted that will preclude access to a rear yard where a parcel has vehicular access from the front yard only, and
- g) Where the Accessory Building is a Shipping Container it:
 - i. Shall not be attached, in any way, to a Principal Building,
 - ii. Shall not be stacked in any Non-Industrial District, and
 - iii. Shall be visually screened from public roads and adjacent properties in a manner which satisfies the Development Authority.

3.33 SWIMMING POOLS AND HOT TUBS

Every private swimming pool and hot tub shall be secured against unauthorized entry by a fenced yard.

3.34 COMMUNICATIONS TOWERS

- a) Communications Towers shall be setback from any property line at least the distance equal to the height of the tower plus the furthest extent of any attachment mounted on the tower, and
- b) Communications Towers regulated by Innovation, Science and Economic Development (ISED) Canada are not regulated by this Bylaw but are subject to Industry Canada requirements.

Parking and Loading

3.35 GENERAL PROVISIONS

- a) Where any development is proposed, parking shall be provided and maintained by the owner in accordance with the requirements of this Bylaw,
- b) Parking stalls and loading spaces shall be clearly marked and maintained to ensure legibility, to the satisfaction of the Development Authority.
- c) Barrier-free parking stalls are intended for use by mobility-reduced persons and shall be included in the calculation of the applicable minimum parking requirement,
- d) Where the provision of off-street parking or loading space is required by this Bylaw, a plan of the proposed site layout shall be included with the Development Permit application, and
- e) Parking stalls shall have a minimum clearance of 2.0 m.

3.36 NUMBER OF STALLS

- a) The minimum number of parking stalls required for each Use is below,
- b) Where the Use is not listed, the number of spaces shall be determined by the Development Authority, having regard for similar uses and the estimated parking demand of the proposed use,
- c) Where a calculation does not yield a whole number, the required number of spaces shall be rounded down to the next whole number.

Table 6 – Parking Minimums

Use	Required Parking Stalls
Alcohol Production	1 per 100.0 m ² gross floor area
Animal Services (Major/Minor)	1 per 100.0 m ² gross floor area
Auction Market	5 per 100.0 m ² gross floor area
Automotive Sales and Service	1 per 100.0 m ² gross floor area
Bed and Breakfast	1 per Guest Room
Bulk Fuel Station	0.5 per 100.0 m ² gross floor area (minimum of 2)
Car Wash	2 per 100.0 m ² gross floor area (minimum of 2)
Care Facility (Child/Medical)	3 per 100.0 m ² gross floor area
Care Facility (Clinic)	2 per 100.0 m ² gross floor area
Care Facility (Small Group/Large Group)	1 per 100.0 m ² gross floor area
Dwelling (Manufactured Home)	2 per unit
Dwelling (Multi-Unit)	1 per unit
Dwelling, (Duplex/Semi)	2 per unit
Dwelling (Single Detached)	2 per unit
Establishment (Eating & Drinking/Entertainment)	5 per 100.0 m ² gross floor area
Establishment (Adult)	2 per 100.0 m ² gross floor area
Financial Institution	2 per 100.0 m ² gross floor area
Funeral Home	2 per 100.0 m ² gross floor area
Gas Station	2 per 100.0 m ² gross floor area (minimum of 2)
Government Services	N/A
Home Office	1 additional stall
Home Based Business	2 additional stalls
Hotel/Motel	1 per guest room plus 3 for staff
Industrial (Light)	1 per 100.0 m ² gross floor area
Industrial (Medium/Heavy/Logistics)	0.5 per 100.0 m ² gross floor area
Lodging House	1 per bed
Office	2 per 100.0 m ² gross floor area
Park	N/A
Recreation (Culture & Tourism/Private/Public)	5 per 100.0 m ² gross floor area
Recycling Facility	1 per 100.0 m ² gross floor area
Religious Assembly	5 per 100.0 m ² gross floor area
Residential Conversion	2 per 100.0 m ² gross floor area
Retail (Cannabis/Liquor/Small/General)	2 per 100.0 m ² gross floor area
Retail (Groceries/Large)	3 per 100.0 m ² gross floor area
Retail (Shopping Centre)	2 per 100.0 m ² gross floor area
Secondary Suite	1 additional stall
School	Elementary School (K-6): 1.5 per classroom Middle School (7-9): 1.5 per classroom High School (10-12): 5 per classroom
School (Trade)	2 per 100.0 m ² gross floor area
Show Home	Same as Dwelling Type

3.37 SIZE OF PARKING STALLS

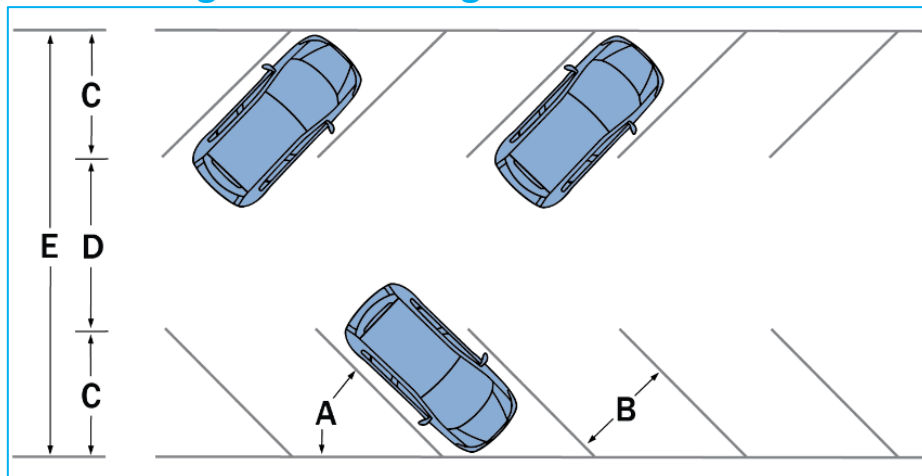
Minimum parking stall dimensions are specified below and illustrated in **Figure 4 – Parking Stall Dimensions**:

Table 7 – Minimum Parking Stall Dimensions

A	B	C	D	E
Angle of Parking	Stall Width	Stall Depth*	Aisle Width	Overall Depth
30°	3.0 m	5.0 m	3.6 m	13.6 m
45°	3.0 m	6.5 m	3.6 m	16.6 m
60°	3.0 m	6.5 m	5.5 m	18.5 m
90°	3.0 m	6.0 m	7.0 m	19.0 m

*Perpendicular to Aisle

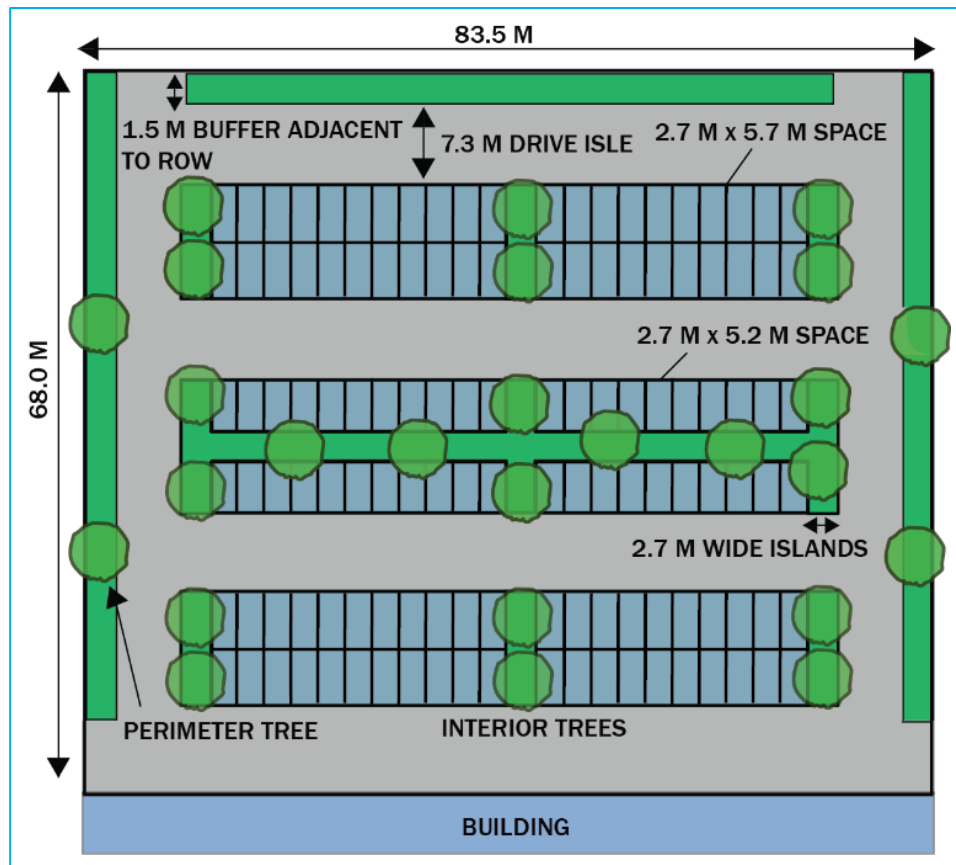
Figure 4 – Parking Stall Dimensions



3.38 PARKING LOT PLANS

- a) For parking areas larger than thirty (30) stalls in Commercial or Industrial Districts, a Parking Lot Plan that addresses parking requirements and landscaping design shall be completed as part of the Development Permit application to the satisfaction of the Development Authority.
- b) A Parking Lot Plan shall meet the following requirements, as generally illustrated in **Figure 5 – Landscaped Islands Within Parking Lots**:
 - i. The minimum total landscaped area in the parking lot shall equal to 1.5 m² for every parking stall,
 - ii. Landscaped areas within and abutting parking areas are to be contained by a 150 mm height concrete curb or approved alternative,
 - iii. For sunken landscaped areas, gaps in the concrete curb are required to allow for storm water drainage,
 - iv. Landscaped islands shall be dispersed across the parking lot to provide visual relief and break up large areas of parking into smaller cells,
 - v. The number of trees within required landscaped parking islands shall not be less than one tree per ten parking spaces,
 - vi. Landscape islands shall be a minimum of 2.7 m wide, and
 - vii. Landscaping shall not interfere with parking lot lighting, vehicle and pedestrian sight lines or increase the opportunity for criminal activity.

Figure 5 – Landscaped Islands Within Parking Lots



3.39 OFF-STREET PARKING STANDARDS

- a) Off-street parking areas shall be constructed in the manner shown on an approved Site Plan and the entire area is to be graded and hard-surfaced to ensure drainage,
- b) In Commercial and Industrial Districts and for Apartments, hard-surfacing shall be completed before occupancy of the building,
- c) Off-street parking areas shall have minimum 1.0 m buffer between the outside edge of the parking stall and a road, and
- d) Off-street parking areas shall be landscaped in a manner satisfactory to the Development Authority.

3.40 DEFICIENT PARKING OR LOADING SPACES

- a) In deciding on a proposed development that is deficient in parking or loading spaces, the Development Authority may at their discretion:
 - i. Vary the number of parking stalls required,
 - ii. Require the applicant to provide off-street parking on an alternate site, and
 - iii. Accept a cash payment in-lieu as set within the 'Fee Schedule', as amended,
- b) When a building is enlarged, or its use is changed or intensified, resulting in deficient parking or loading spaces the increased parking shall be limited to the requirements for the intensification.

3.41 COMMUNAL PARKING

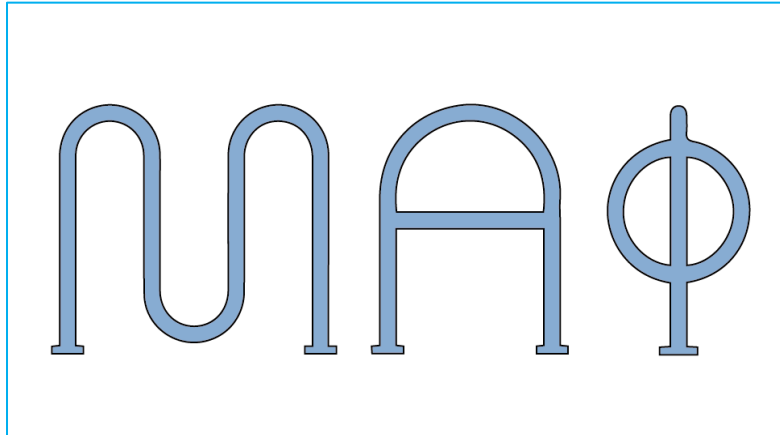
- a) In Non-Residential Districts, owner(s) may pool required off-street parking stalls within one (1) or more communal parking stalls on a parcel other than the parcel of the principal use, provided:
 - i. The communal parking provides the sum of the off-street parking requirements for each development served by the parking facility. A smaller number may be permitted if supported by a Parking Study acceptable to the Development Authority,
 - ii. Owners who have pooled their parking requirements enter into an agreement with the Town and consent to such an agreement being registered as an encumbrance against the titles of land involved,
 - iii. Owners that are involved in a communal parking arrangement pay the full costs of preparation and registration of the agreement.

3.42 BICYCLE PARKING

- a) Onsite bike racks shall be provided by the applicant of any Commercial Development,
- b) Bicycle racks shall be provided entirely on the same site as the development,
- c) Owners may not pool required bicycle stall requirements,
- d) Bicycle racks shall be separated from vehicle parking by a physical barrier or a minimum 1.5 m of open space,
- e) Bicycle racks capable of accommodating the number of bicycles that is equivalent to at least 5% of the minimum number of parking spaces (but in no case less than four bicycles) shall be provided and located to the satisfaction of the Development Authority,
- f) Bicycle racks shall be in proximity to main or side building entrances,
- g) Bicycle racks shall:
 - i. Be constructed of industrial-grade metals with a smooth painted surface to prevent rusting and, as much as reasonably possible, scratching of bicycle frames,
 - ii. Be securely affixed to the finished grade, and

- iii. Have two points of contact between the bicycle and the rack to allow a wheel and frame to be locked to the rack, similar to those shown in **Figure 6 – Permitted Bicycle Rack Designs**,
- h) Bicycle rack designs that include only one contact point between the bicycle and the rack, are prohibited in Town.

Figure 6 – Permitted Bicycle Rack Designs



3.43 OFF-STREET LOADING

- a) Off-street loading spaces shall be provided and maintained by the Owner in accordance with the requirements of the Bylaw,
- b) Off-street loading space shall be provided entirely within the property of the development being served,
- c) Off-Street Loading Spaces Shall:
 - i. Have minimum dimensions of 4.0 m in width and 8.0 m in length,
 - ii. Have overhead clearance of at least 5.0 m above grade,
 - iii. Have vehicular access from a street or lane either directly or by a clearly defined traffic aisle, and
 - iv. Be surfaced to the satisfaction of the Development Authority,
- d) The minimum number of loading spaces required for each type of development is specified below. Where the use is not listed, the number of spaces shall be determined by the Development Authority, having regard to similar uses:

Table 8 – Minimum Loading Space Requirements

Use of Building or Site	Minimum Number of Loading Spaces Required
All uses in Commercial Districts	1 space for each loading door with a minimum of 1 space to be provided
All uses in Industrial Districts	1 space for each loading door with a minimum of 1 space to be provided
All Institutional Uses	1 space for every 2,790 m ² of gross floor area or fraction thereof
All other uses	As required by the Development Authority

Signage

3.44 GENERAL PROVISIONS

- a) Signs shall be compatible with the general character of the prescribed District,
- b) No sign or any part of a sign shall be within 3.0 m of overhead power and service lines,
- c) A sign shall not be erected or affixed on a property unless permission is granted in writing from the owner,
- d) A sign shall be located entirely within the site unless prior written approval granting permission for the sign to overhang another property is submitted by the affected owner,
- e) With the exception of the special provisions relating to 'Billboard Signs' (s.3.51), all signs shall only contain advertising pertaining to the site on which they are displayed,
- f) No sign shall be permitted which is attached to a fence pole, tree, or any object in a public street or publicly owned place,
- g) No sign shall be erected so as to obstruct free and clear vision of vehicular traffic or at any location where it may interfere with, or be confused with, any authorized traffic sign, signal, or device, and
- h) All signs must be maintained in a manner satisfactory to the Development Authority or notice will be served to perform the necessary repairs or remove the sign(s) within 30 days.

3.45 DIGITAL DISPLAY

- a) Digital Displays, or electronic changeable copy, is only permitted on 'Billboard Signs' (s. 3.51) and 'Freestanding Signs' (s.3.53),
- b) A signs' illumination shall not exceed 5,000 candelas per square metre.

3.46 DEVELOPMENT PERMIT FOR A SIGN

- a) No sign may be erected or affixed unless a Development Permit has been issued, excluding 'Signs Not Requiring a Development Permit' (s.3.49),
- b) Application for a development permit shall be made to the Development Authority and shall be supported by drawings that include:
 - i. a site plan showing the location of the sign,
 - ii. an elevation showing the overall dimensions of the sign,
 - iii. the size of the letters,
 - iv. the amount of projection from the face of the building,
 - v. the amount of projection over the property line,
 - vi. the height of the sign and its supporting structure above grade and clearance from grade of any horizontal building components,
 - vii. the manner of illuminating the sign and any form of animated or intermittent lights that may be embodied in the construction, and
 - viii. the least distance that the sign will be erected from an intersection of one street with another and the least distance from any device for the control of traffic at such an intersection.

3.47 SIGNS NOT REQUIRING A DEVELOPMENT PERMIT

The following signs do not require a Development Permit, but shall otherwise comply with the Bylaw:

- a) Replacement of copy on a sign for which a Development Permit has been issued,
- b) Signs displayed by or on behalf of the federal, provincial, or local government,
- c) Banners and pennant flags that are not permanently installed and which are displayed for a period not exceeding thirty (30) days,
- d) Election Signs,
- e) Temporary signs of contractors relating to construction work in progress on the land on which the sign is erected, provided that the signs are:
 - i. Wholly situated upon the site of the structure or the land use to which it refers,
 - ii. Limited to a maximum of 3.0 m² in size,
 - iii. Limited to one (1) per contractor, and
 - iv. Removed within 30 days following occupancy of the building or completion of the works,
- f) Real Estate Signs, and
- g) Sandwich Boards.

3.48 AWNING/CANOPY SIGNS

Awning/Canopy Sign means a sign which either forms part of, or is attached to, a retractable or permanently affixed canopy and is permitted as follows:

District	Residential	Prohibited
	Commercial	Permitted
	Industrial	Permitted
	Special	Discretionary
Maximum Sign Dimensions		N/A
Standards		<ul style="list-style-type: none"> • Shall be constructed of durable, waterproof, colourfast material • Shall be attached to the building or structure to which it refers • Shall project from 0.6 m to 1.2 m from the building or structure • Shall have a minimum clearance of 2.5 m above grade

3.49 BILLBOARD SIGNS

Billboard Sign means a sign which stands independently of a building for the purposes of advertising a product or service and is permitted as follows:

District	Residential	Prohibited
	Commercial	Discretionary
	Industrial	Discretionary
	Special	Discretionary
Maximum Sign Dimensions		<ul style="list-style-type: none"> • 3.0 m high by 6.0 m wide sign face • 12.0 m sign height
Standards		<ul style="list-style-type: none"> • Shall be a minimum 150.0 m apart from any like sign • May be illuminated by a constant source of light • Shall not be lit by a flashing, animated or intermittent light source

- Shall be setback at a minimum of 5.0 m from the Parcel line
- Shall have a minimum clearance of 3.0 m above grade
- Shall not have vertical posts supporting the structure that project above the upper edge of the sign
- the rear of any single faced billboard which is plainly visible from a public roadway shall be covered with wooden slats or trellis fixed against the rear edge of the vertical posts and painted

3.50 FASCIA SIGNS

Fascia Sign means a flat sign that is attached flush to a Building face or is painted on and is permitted as follows:

District	Residential	Prohibited
	Commercial	Permitted
	Industrial	Permitted
	Special	Discretionary
Maximum Sign Dimensions		<ul style="list-style-type: none"> • Shall not exceed 25% of the area of the wall on which they are placed
Standards		<ul style="list-style-type: none"> • Shall be painted on or safely and securely attached to the building by means of metal anchors, bolts or expansion screws • Shall not project more than 0.4 m above the vertical face of the wall to which they are attached

Banners displayed for a period of more than thirty (30) days are considered as Fascia Signs. Banner placement shall be limited to the side or rear of the building.

3.51 FREESTANDING SIGNS

Freestanding Sign means a sign, other than a billboard, that is self-supporting in a fixed location and not attached to a Building and is permitted as follows:

District	Residential	Discretionary
	Commercial	Permitted
	Industrial	Permitted
	Special	Discretionary
Maximum Sign Dimensions		<ul style="list-style-type: none"> • Residential, 7.5 m² sign area • Residential, 2.5 m sign height • Non-Residential, 7.0 m² sign area • Non-Residential, 9.0 m sign height
Standards		<ul style="list-style-type: none"> • Only one (1) sign shall be permitted per parcel, except where sites have 60.0 m or more of street frontage and signs are placed no closer than 30.0 m apart • In Commercial and Industrial Districts, the sign may be illuminated and may contain electronic message display and changeable copy • In Commercial and Industrial Districts, the sign shall have a minimum clearance of 2.5 m above grade • Shall not project beyond the property line

3.52 INFLATABLE SIGNS

Inflatable Sign means a sign that is inflated and is permitted as follows:

District	Residential	Prohibited
	Commercial	Discretionary
	Industrial	Discretionary
	Special	Discretionary
Maximum Sign Dimensions		N/A
Standards		<ul style="list-style-type: none"> • Shall be at the discretion of the Development Authority • Shall be anchored against the wind • Shall be a minimum of 10.0 m from power and service lines and road rights-of-way

3.53 PROJECTING SIGNS

Projecting Sign means a sign that is attached to a wall of a Building and horizontally extends more than 0.3 m from the face of that wall and is permitted as follows:

District	Residential	Prohibited
	Commercial	Permitted
	Industrial	Permitted
	Special	Discretionary
Maximum Sign Dimensions		<ul style="list-style-type: none"> • Commercial, 5.0 m² sign area • Industrial, 9.0 m² sign area
Standards		<ul style="list-style-type: none"> • Only one (1) sign shall be permitted per parcel, except where sites have 15.0 m or more of street frontage and signs are placed no closer than 15.0 m apart • Shall not project more than 2.0 m from a building • Shall have a minimum clearance of 3.0 m above grade • Shall not project above the roof or parapet of a Building • Shall not be located within 0.6 m from the back of the curb of a road right-of-way

3.54 ROOF SIGNS

Roof Sign means any sign erected upon, against, or directly above a roof or on top of or is entirely above the parapet wall of a building and is permitted as follows:

District	Residential	Prohibited
	Commercial	Permitted
	Industrial	Permitted
	Special	Prohibited
Maximum Sign Dimensions		<ul style="list-style-type: none"> • 9.0 m² sign area • 5.0 m above the roof (not exceeding the height in the prescribed District)
Standards		<ul style="list-style-type: none"> • Shall be erected so that the supporting structure is not visible • Shall refer to the principal use of the building on which it is erected