

FREQUENTLY ASKED QUESTIONS

WHAT TYPES OF SIGNS REQUIRE PERMITS? All permanent exterior signs, require a development permit, unless it's a sign posted in a building, a sign posted in or on an operating motor vehicle if the vehicle is not parked (temporarily or permanently), the erection of campaign signs for federal, territorial, municipal or school board elections on private properties for no more than thirty (30) days, a sign that is posted solely for the identification of the land or building on which it is displayed (does not exceed 1.0 m²) and a sign that is posted for the sale, lease or rental of land of a building (is 4.0 m² (43.0 sq. ft.) or less in size).

DO TEMPORARY SIGNS REQUIRE PERMITS? No - temporary signs including political signs, real estate signs (for sale/for rent), and advertising for events lasting less than 30 days (such a sale or concert) do not require a permit, but the Sign Ordinance limits the size and placement of temporary signs. Check with the Town of Inuvik Development and Planning Department for more information if you are considering a large temporary sign.

DO I NEED A PERMIT TO PUT UP A GARAGE SALE SIGN? Residents of the Town of Inuvik who are holding a garage sale DO NOT need a sign permit. However, you are responsible for removing the signs and such signs are not permitted to be placed on utility poles or obstruct vision or traffic.

HOW MANY PORTABLE FREE-STANDING SIGNS CAN I PLACE ON MY PROPERTY? In residential zones Free-standing signs will be permitted only to identify the name of an apartment, multi-family complex, Mobile Home Park or a subdivision exceed 2.0 m² (21.5 sq. ft.) in size.

HOW DO I APPLY FOR A PERMIT FOR A SIGN? You will need to complete and submit a development permit application, along with the necessary fees. In addition to completing the development permit, you also need to provide a site plan, two sets of drawings showing sign location on lot, dimensions of sign, size of letters projections from building face, height above ground level and manner of illumination, animation or flashing lights (if applicable). In some cases, additional information may be requested.

CAN I PLACE A SIGN ON A ROAD RIGHT-OF-WAY? No. Signs that are permitted on a road right-of-way require approval from Town of Inuvik if it's being place along a local road within the Town's boundary or approval from the GNWT Department of Transportation if it's located along a Territorial road right-of-way. Signs along the Town's road right-of-way require a Signage Space Lease Application for municipal owned property. Please contact the Town's Planning and Development Department for further information.



This brochure is not a legal document. It is intended to offer general guidance to explain the requirements for installing a Sign in the Town of Inuvik. Any contradiction, dispute or difference between this brochure and applicable bylaws, plans, policies or guidelines will be resolved by reference to the bylaws or other official documents. Please refer to the Zoning By-Law 2583/P+D/15 for a complete list of regulations or contact:

Town of Inuvik Planning and Development

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Town of Inuvik Development and Planning

SIGNS



TOWN OF INUVIK
Our Community • Our Spirit



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Installing a Sign:

WHAT YOU SHOULD KNOW

The Town of Inuvik regulates the use of all forms of signs in the Town for safety reasons. The goal is to ensure that the use and placement of signs does not adversely affect pedestrians, motorists and the quality of the neighbourhood.

ZONING BYLAW REQUIREMENT

Definition

A "Sign" is any object or device intended for the purpose of advertising or calling attention to any person, matter, thing or event and includes any word, letter, model, picture, symbol, device or representation used as, wholly, or in part, an advertisement, announcement or direction. Without restricting the generality of the foregoing, a sign includes posters, notices, panels, and banners.

General Requirements

- Minimum yard requirements shall be observed for any sign located on a lot and, the sign must be located no further than 30.0 m (99 ft.) from the principal building.
- No sign shall be of such size or design or placed in such a way as to, in the opinion of the Development Officer, be a traffic hazard, or obstruct the vision of vehicular traffic.
- Except as otherwise specified in the by-law, the maximum area of any sign shall be 35.0 m² (376 sq. ft.)
- Flashing, animated or interiorly illuminated signs shall not be permitted in residential zones where, they might: affect residents in adjacent housing or residential zones; or interfere with or obstruct a motor vehicle driver's vision and/or their interpretation of oncoming traffic signs or traffic signal lights.
- Signs which are located off-site shall require written permission from the owner of the property prior to approval of a sign permit application.

TYPES OF SIGNS

Free-Standing Signs

- In residential zones free-standing signs will be permitted only to identify the name of an apartment,
- In all land use zones, except residential zones, one free-standing sign may be allowed per lot



Walls & Fascia Signs

- Shall be permitted in all land use zones except residential zones
- A wall sign on commercial or industrial buildings shall not exceed an area of more than 4% of the wall to which it is attached.
- A wall sign shall not extend beyond the limits of the wall to which it is attached.

Projecting Signs

- Shall be permitted only in commercial and industrial zones and have a max. area of 4.0m²
- No part of a projecting sign shall: (1) extend more than 2.0 m above the parapet of the building; (2) extend more than 2.0 m from the face of the building; and (3) be less than 3.0 m above ground or sidewalk grade
- Projecting signs shall be placed at right angles to the building face, except when they are located at the corner of the building, then they should be placed at equal angles to the building faces



Off-site Signs

- (1) Shall not be placed closer together than 90 m; (2) the maximum size shall not exceed 28 m²; (3) the sign shall be neat and clean; (4) no part of the sign shall be located any closer to the street line than the front line of the nearest buildings.

Canopy Signs

- Shall have a clearance of not less than 3.0 m between the bottom of the canopy and the sidewalk, walkway or ground level
- Shall not project more than 2.0m over the sidewalk in commercial zones where the front portion of the building extends out to the property line

IS A PERMIT REQUIRED?

All signs shall require a development permit unless otherwise specified under this by-law. No sign permit is required for the following:

- a sign posted in a building;
- a sign posted in or on an operating motor vehicle if the vehicle is not parked (temporarily or permanently)
- the erection of campaign signs for federal, territorial, municipal or school board elections on private properties for no more than 30 days
- a sign that is posted solely for the identification of the land or building on which it is displayed if the sign: does not exceed 1.0 m² in size; and is posted only at each entrance
- a sign that is posted for the sale, lease or rental of land of a building if the sign: is not capable of being illuminated; is 4.0 m² or less in size; and is posted only on each side of the building or land facing a different public roadway.

Before any digging please remember to contact the Utility companies



DEVELOPMENT FEES

A non-refundable fee for each Development Permit to be calculated as follows:

Project Cost	Development Application Fees
Up to \$10,000.00	\$50.00
Over \$10,000.00	\$50.00 plus \$5.00 for each additional \$1,000.00

*Based on Project/Contract Cost (including material and Labour)

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Development and Planning

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