

Ambleside Guidelines & Regulations related to Awnings
& Suspended Signs

July, 2009

westvancouver
THE WATERFRONT COMMUNITY

Ambleside Guidelines & Regulations related to Awnings

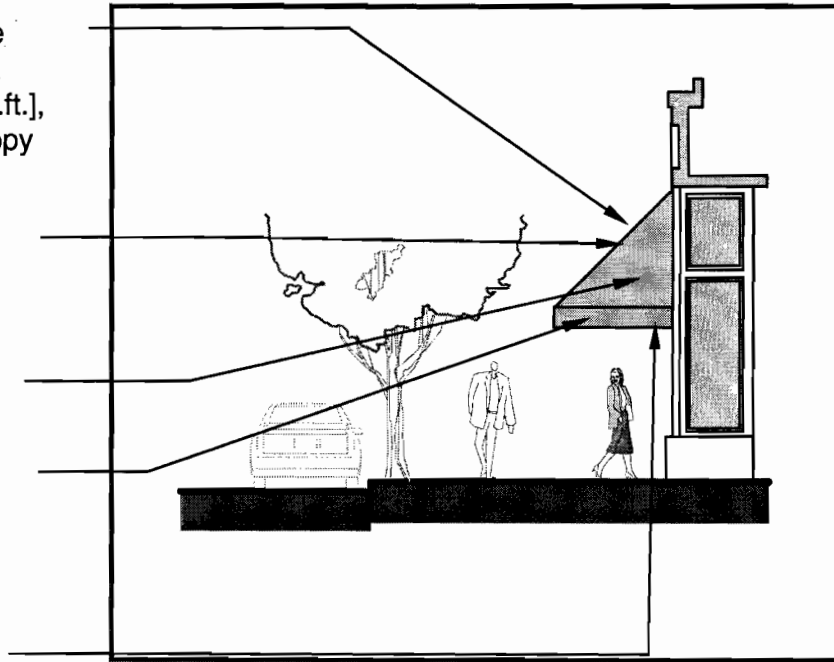
Copy is restricted to 25% of the area of the awning façade, to a maximum size of 3m² [32.2 sq.ft.], whichever is less. Maximum copy height is 600mm [23.6"]

Angle of face to be a minimum of 30 to 45 degrees (see diagram)

End or side sign copy is not permitted

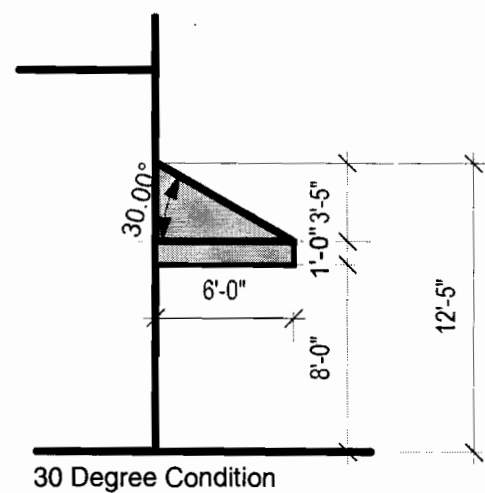
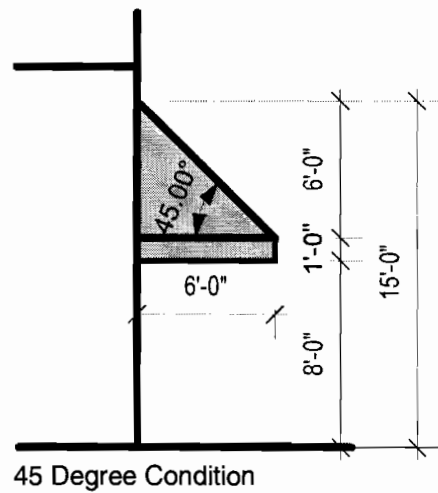
A min. depth of 1.5m [4.92 ft.] to provide weather protection. Underside of awning should have fabric sheet to screen the frame.

Awning to be 2.5m [8.20 ft.] above sidewalk



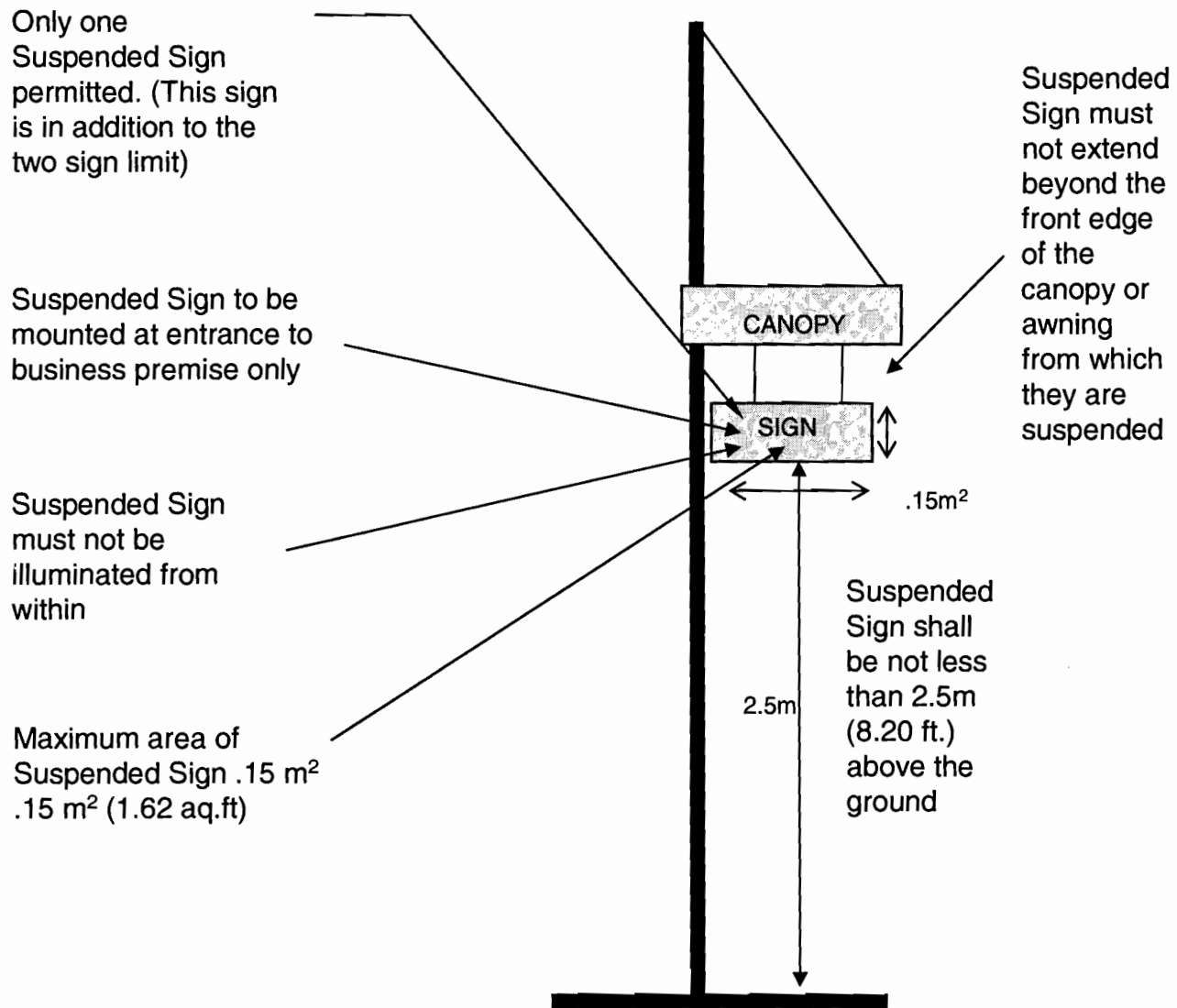
Ambleside Town Centre:

- Awnings to be a woven canvas or acrylic fabric with UV protected surface stretched over a mounted frame. Sheet vinyl is not permitted.
- Underside of awning should have fabric sheet to screen the frame, unless the frame is a design element in itself.
- Valance at the foot of awnings are encouraged.
- Awning colour must complement the overall building scheme.
- Awning to be maintained and replaced or repaired when faded, damaged or discoloured.
- Awning signs shall not be backlit



July, 2009

Ambleside Guidelines & Regulations related to Suspended Signs (under Canopy/Awning Signs)



July, 2009

Ambleside Guidelines & Regulations related to Awnings

General Awning Sign Regulations:

- Awning signs are permitted in all zones of the Municipality other than residential zones.
- Awning signs, where possible, must be of the same height as that of adjacent awnings.
- Awning signs shall be limited to one sign per place of business served by the awning.
- Awning signs are not permitted on the second storey.
- Awning signs shall be limited to the front face of the building.
- Awning signs shall be not less than 2.5m [8.20 ft.] above the sidewalk.
- Awning signs shall be an integral part of the awning and not an attachment or addition thereto.
- Where more than one business premises fronts a street under a single awning, there shall be not more than one awning sign on a street for each business.
- End or side sign copy is not permitted. Hemispheric or rounded awning designs shall be limited to sign copy in the centre portion only.
- Pedestrian weather protection shall be provided by a horizontal depth of 1.5 m [4.92 ft.] minimum, composed of an individual awning or in combination with any existing exterior overhangs or soffits.
- Awning signs shall not be back-lit.

•General Suspended Sign Regulations:

- Suspended signs are permitted in all zones of the Municipality other than residential zones.
- One suspended sign having a maximum permitted area of 15m² (1.52 sq.ft.) shall be mounted at the entrance of the business premises only and shall be not less than 2.5m (8.20 ft.) above the sidewalk.
- Suspended signs shall be mounted at the entrance(s) of the business premise only.
- Suspended signs shall not extend beyond the front edge of the canopy or awning from which they are suspended.

•LIST OF REQUIREMENTS THAT SIGN COMPANIES MUST PROVIDE FOR INSTALLATION OF NEW AWNINGS AND CANOPIES:

Drawings showing the exact dimensions of the proposed awning or canopy including:

- sign copy
- colours
- materials proposed

Dimensioned elevation drawings showing the location of the proposed sign, grade, width and height of the store frontage and height of the awning or canopy from grade

Schedule B1 and B2 sealed by a Professional Engineer

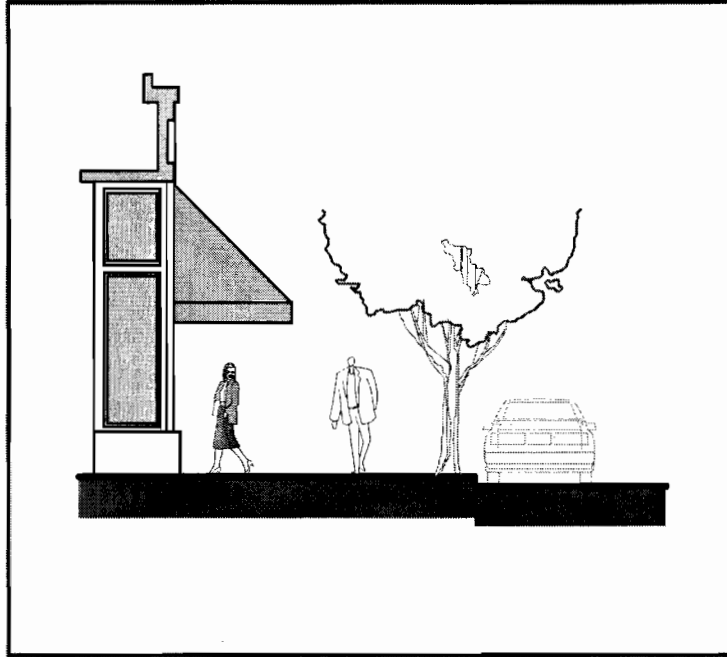
Schedule C-B sealed by a Professional Engineer following installation of the awning or canopy
Sealed structural drawings showing the attachment details

Liability insurance not less than \$1,000,000 indemnifying the District of West Vancouver against any and all losses pertaining to claims related the installation and structural adequacy of the structure

Valid Business Licence with the District of West Vancouver for the sign company and the tenant

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Dundarave Guidelines & Regulations related to Awnings
& Suspended Signs

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No copy on face of awning, sign copy restricted to the bottom of apron

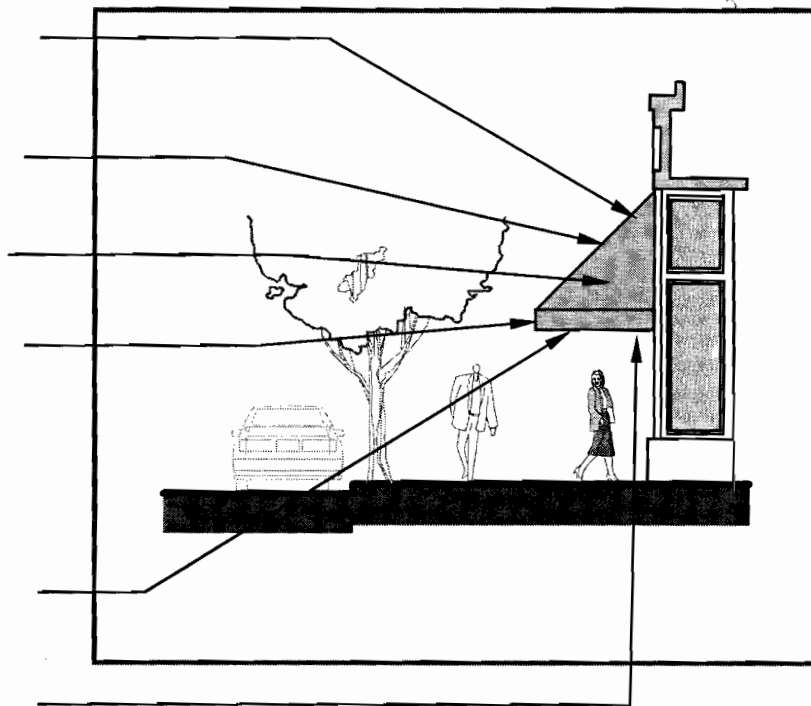
Angle of face to be a minimum of 30 to 45 degrees

End or side sign copy is not permitted

Apron to be continuous around the perimeter of the awning. Max. apron height is 200mm [7.87"]. Copy is restricted to 5% of the façade of the business premises.

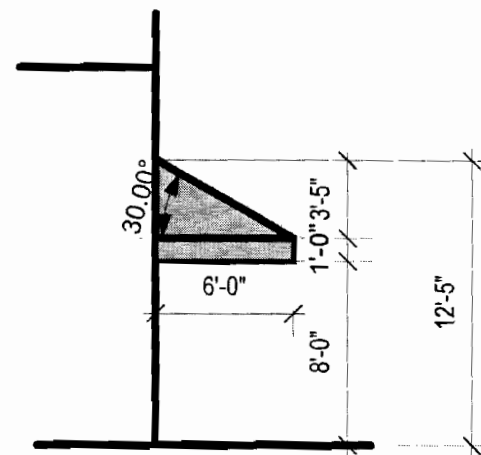
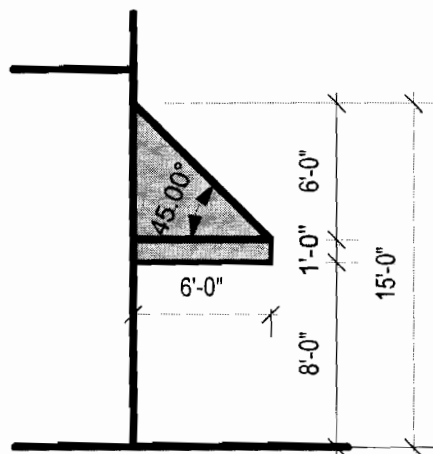
A min. depth of 1.5m [4.92 ft.] to provide weather protection

Awning to be 2.5m [8.20 ft.] above sidewalk



Dundarave Village Awning Guidelines:

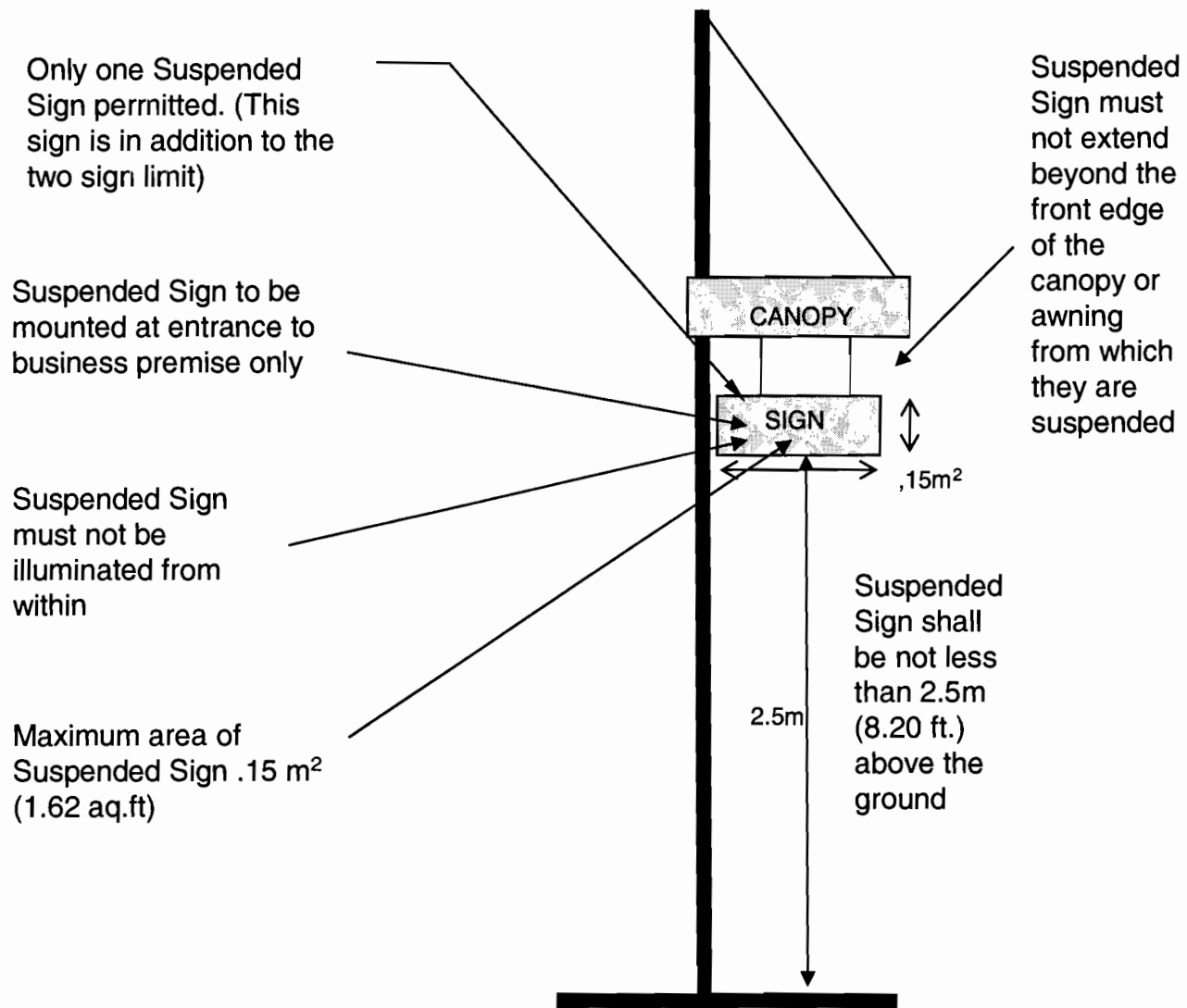
- Copy is permitted on bottom apron only, below the face of the awning.
- Maximum apron height is 200mm [7.87"].
- Apron to be continuous around the perimeter of the awning, end or side copy not permitted.
- Copy is restricted to 5% of the façade area of the business premise.
- Backlighting of any sign is prohibited.



Dundarave Guidelines & Regulations related to Awnings

July, 2009

Dundarave Guidelines & Regulations related to Suspended Signs (under Canopy/Awning Signs)



July, 2009

Dundarave Guidelines & Regulations related to Awnings

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- End or side sign copy is not permitted. Hemispheric or rounded awning designs shall be limited to sign copy in the centre portion only.
- Pedestrian weather protection shall be provided by a horizontal depth of 1.5 m [4.92 ft.] minimum, composed of an individual awning or in combination with any existing exterior overhangs or soffits.
- Awning signs shall not be back-lit.

General Suspended Sign Regulations:

- Suspended signs are permitted in all zones of the Municipality other than residential zones.
- One suspended sign having a maximum permitted area of 15m² (1.52 sq.ft.) shall be mounted at the entrance of the business premises only and shall be not less than 2.5m (8.20 ft.) above the sidewalk.
- Suspended signs shall be mounted at the entrance(s) of the business premise only.
- Suspended signs shall not extend beyond the front edge of the canopy or awning from which they are suspended.

LIST OF REQUIREMENTS THAT SIGN COMPANIES MUST PROVIDE FOR INSTALLATION OF NEW AWNINGS AND CANOPIES:

Drawings showing the exact dimensions of the proposed awning or canopy including:

- sign copy
- colours
- materials proposed

Dimensioned elevation drawings showing the location of the proposed sign, grade, width and height of the store frontage and height of the awning or canopy from grade

Schedule B1 and B2 sealed by a Professional Engineer

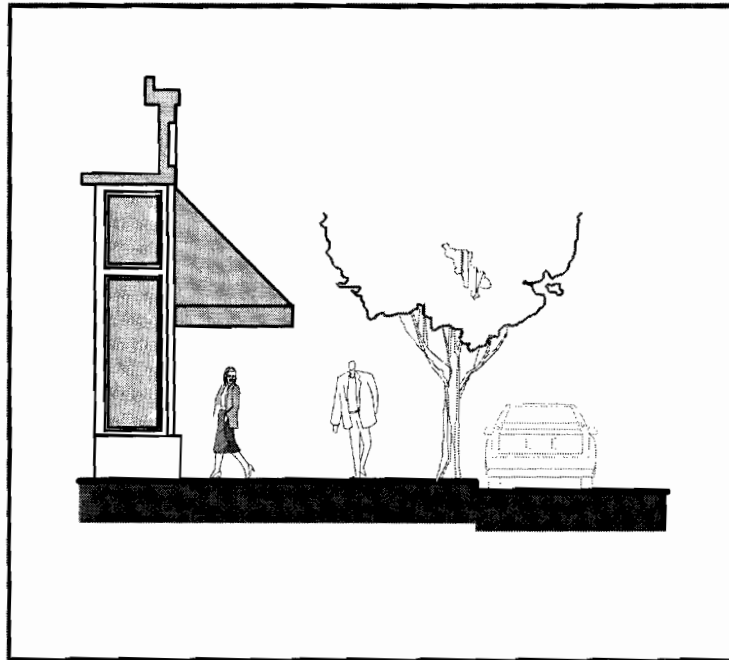
Schedule C-B sealed by a Professional Engineer following installation of the awning or canopy
Sealed structural drawings showing the attachment details

Liability insurance not less than \$1,000,000 indemnifying the District of West Vancouver against any and all losses pertaining to claims related the installation and structural adequacy of the structure

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Horseshoe Bay Guidelines and Regulations related to Awnings
& Suspended Signs

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Horseshoe Bay Guidelines & Regulations related to Awnings

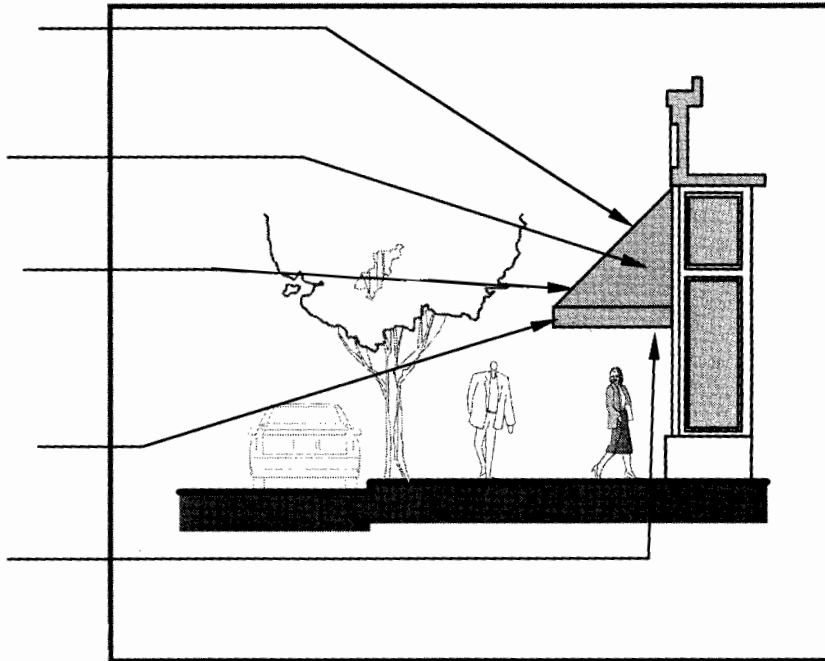
Angle of face to be a minimum of 30 to 45 degrees.

End or side sign copy is not permitted

Copy is restricted to a horizontal strip 300mm [11.81"] high. May extend full width of frontage.

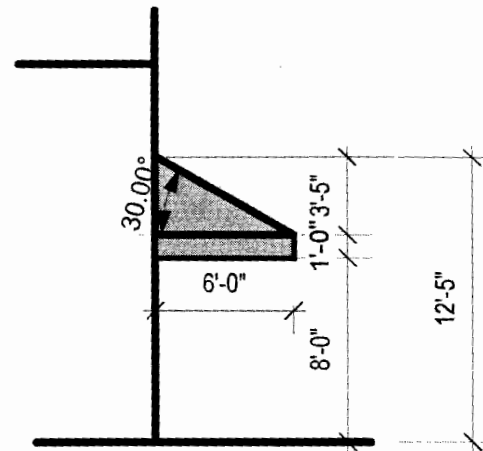
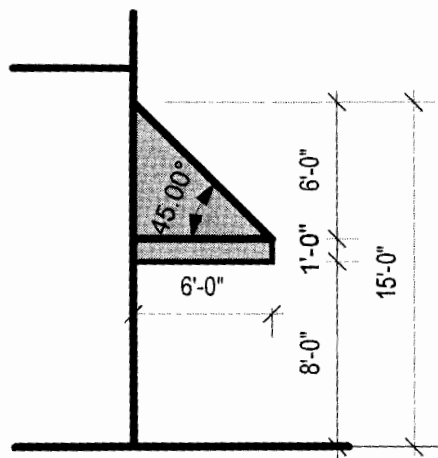
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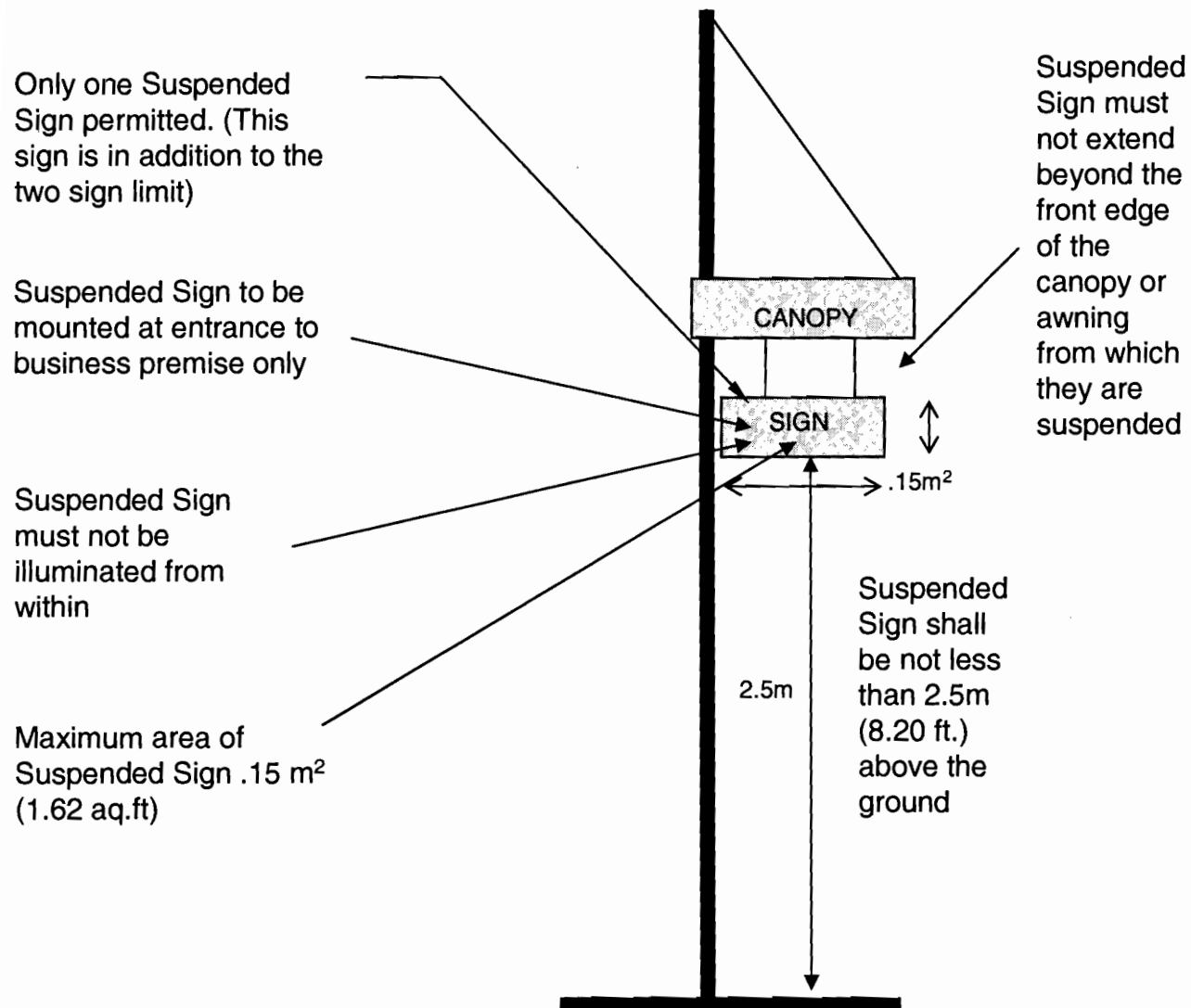
Horseshoe Bay Village Awning Guidelines:

- All lettering confined to horizontal strip 300mm [11.81"] high.
- Maximum lettering size shall be 300mm [11.81"].
- May extend full width of frontage.
- Copy only may be backlighted, using translucent fabric.
- Illumination levels to be subdued and light sources concealed or shielded from normal public view.



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Horseshoe Bay Guidelines & Regulations related to Suspended Signs (under Canopy/Awning Signs)



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Horseshoe Bay Guidelines & Regulations related to Awnings

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AWNING & SUSPENDED SIGNS

(The following excerpts are taken from Sign Bylaw No. 4499, 2007 relating to Awning and Suspended Signs; please refer to the full Bylaw for full complete regulations)

Part 4 – Definitions:

“Awning” means a light detachable structure of fabric, sheet metal, plexi-glass or other relatively flexible material, which is entirely supported from a building by a fixed or retractable frame and offers weather protection;

“Awning Sign” shall mean and include any unilluminated sign painted or affixed flat to the surface of an awning which does not extend vertically or horizontally beyond the limits of such awning;

“Business Premise” means that part of a building owned, leased or rented by a person or persons for the conducting of a business;

“Copy” means the letters, characters, numbers or graphics which make up the message on a sign, but does not include background colour;

“Copy Area” means the area within a square or rectangle or a combination of these figures, which encloses all of the copy;

“Façade” shall mean and include the main front of the building or business premise;

“Façade Area” shall mean the area of the front of the first floor of a business premises, and calculated only on the area parallel to the street. For those areas of sloping sites in which a second storey is at street level, the façade shall be measured from the finished floor to finished ceiling of the first floor of the business premise;

“Facia Sign” shall mean and include any flat sign of a permanent nature, illuminated or unilluminated, running parallel to the face of the building on which it is displayed or on which it is painted and which projects no more than 300 mm (11.8") from the facade;

“Illuminated” shall mean and include illuminated from a source attached to or from within a sign, including open tube neon illumination.

“Maximum Sign Height” means the vertical height of the highest point of a sign measured from finished grade directly below the sign;

“Minimum Sign Height” means the vertical distance between the lowest point of a sign and finished

“Sign” means any identification, description, illustration or device, illuminated or unilluminated, whether or not containing words or symbols, which is visible from any public street and which directs attention to a

product, place, activity, person, institution, business or other solicitation, and includes any temporary or permanent installation;

“Sign Area” means the area contained within the smallest rectangle that could enclose the outside barriers of the sign, excluding any purely structural supports required for the sign;

“Site, Double-Fronting” means a site having frontage on two parallel or approximately parallel streets;

“Store Window Sign” means a sign on the inside of a window in a commercial business premises that can be read or seen from outside the business premises;

“Suspended Sign” shall mean and include any sign suspended or supported under a canopy or awning, perpendicular to the façade of the building.

Part 5 - Application and Exemption

5.1 This Bylaw does not apply to:

5.1.1 Non-illuminated signs inside a store window limited to providing the following information:

- (a) store hours;
- (b) whether the store is open or closed; or
- (c) the existence of a sale, where the sign is present for not more than 30 days in any one six month period;

5.1.2 Display of goods inside store windows or inside store fronts;

5.1.7 Signs containing the building number and street name only, provided the sign area does not 0.18m (2 sq. ft) and the numbers and or lettering shall not exceed 20 cm [8"] in height.

Part 7 - General Prohibitions:

7.1 Signs that are not expressly permitted or exempted by this bylaw are hereby prohibited.

7.2 Without restricting or limiting the generality of the foregoing, the following signs are specifically prohibited:

7.2.7 Any sign on the side of any facia, awning or canopy.

7.2.10 Any second storey facia, awning or canopy signs.

Part 9 – Limit on Number of Signs for a Business:

- 9.1 Except where specifically provided for in this bylaw, no business shall have more than 2 signs per business premises frontage.
- 9.2 The only combination of signs permitted on a single frontage area is as follows:
 - 9.2.1 One fascia, awning or canopy, and one projecting;
 - 9.2.2 One fascia, awning or canopy sign, and one freestanding;
- 9.3 Notwithstanding the above, where a business premises has more than one frontage, each frontage may have two signs listed in s. 9.2 but only one freestanding sign will be allowed for the two frontages on a corner site.
- 9.5 Notwithstanding s. 9.1, the following signs are specifically permitted in addition to the two signs permitted under s. 9.1.
 - 9.5.5 Suspended Signs pursuant to Part 19 of this Bylaw;

Part 19 - Suspended Signs:

- 19.1 Suspended signs are permitted in all zones of the Municipality other than residential zones.
- 19.2 One suspended sign having a maximum permitted area of 15m² {1.52 sq. ft} shall be mounted at the entrance of the business premises only and shall be not less than 2.5m {8.20 ft.} above the sidewalk.
- 19.3 Suspended signs shall be mounted at the entrance(s) of the business premise only.
- 19.4 Suspended signs must not be illuminated from within.
- 19.5 Suspended signs shall not extend beyond the front edge of the canopy or awning from which they are suspended.

Part 22 - Awning Signs:

- 22.1 Awning signs are permitted in all zones of the Municipality other than residential zones.

- 22.2 Awning signs, where possible, must be of the same height as that of adjacent awnings.
- 22.3 Awning signs shall be limited to one sign per place of business served by the awning.
- 22.4 Awning signs shall be limited to the front face of the building and shall have a total area not in excess of 25% of the projected area, length and height of the façade awning. Maximum permitted height is 1.75 times the horizontal depth (overhang of the awning).
- 22.5 Awning signs shall be not less than 2.5m {8.20 ft.} above the sidewalk.
- 22.6 Awning signs shall be an integral part of the awning and not an attachment or addition thereto.
- 22.7 Where more than one business premises fronts a street under a single awning, there shall be not more than one awning sign on a street for each business.
- 22.8 End or side sign copy is not permitted. Hemispheric or rounded awning designs shall be limited to sign copy in the centre portion only.
- 22.9 Pedestrian weather protection shall be provided by a horizontal depth of 1.5 m [4.92 ft.] minimum, composed of an individual awning or in combination with any existing exterior overhangs or soffits.
- 22.10 Awning signs shall not be back-lit.

Part 26 - Signs in Store Windows

- 26.1 Notwithstanding s. 5.1.1, a sign in a store window may replace but cannot be in addition to a permitted outside sign under s. 9.1 of this Bylaw.
- 26.2 Signs in store windows are subject to the same regulations as to the number of signs and maximum sign and copy size as if they were exterior fascia signs.
- 26.3 Signs in store windows on the first floor of a building that only identify the business carried on within the building may be illuminated.
- 26.4 Signs in store windows are permitted above the first story of a building subject to the following restrictions:
- 26.5 the maximum sign area shall be no more than 15% of the area of the second storey façade of the business premises;

- 26.6 can be in combination with one street level entry sign of an awning, canopy, fascia or an inside of outside wall sign.

Part 30 - General Provisions

- 30.1 The keeping, placing or erection of any sign shall be in conformity with all of the provisions of this bylaw and any other applicable municipal bylaw.
- 30.2 Any person who erects, owns, maintains or who continues the use of any sign which is placed on or projects on or over any sidewalk, street or other highway, shall comply with the Street and Traffic Bylaw and the Boulevard Encroachment Policy.
- 30.3 Every sign shall be maintained at all times in a safe condition and free from any defect whatsoever. The exterior surface of all signs shall be well maintained at all times.
- 30.4 If, at any time, any sign does not conform in every respect with the provisions of this bylaw or any other bylaw applicable thereto or if any sign is, in the opinion of the Building Inspector, in an unsafe or defective condition or in disrepair, the Building Inspector may give notice to the owner of such sign, or owner or occupier of the land or premise upon which it is displayed, to repair or remove the same within the period specified in the notice. It shall be the duty of such owner to repair or remove such sign in accordance with the said notice, failing which Council may order the removal of said sign.
- 30.5 If at any time any sign is, in the opinion of the Electrical Inspector, in an unsafe or defective condition or in disrepair, the Electrical Inspector may give notice to the owner of such sign, or owner or occupier of the land or premise upon which it is displayed, to repair or remove the same within a period of 14 days or sooner if, in the opinion of the Electrical Inspector, the condition so warrants. It shall be the duty of such owner to repair, disconnect or remove such sign in accordance with the said notice, failing which Council may order the removal of said sign in addition to any other powers or remedies of the Electrical Inspector.
- 30.6 Unless otherwise provided by this bylaw, a sign for a business premises may be erected or placed only on that side of the building fronting a street and on that portion of the building front related to the area of the building occupied by the business or activity to which the sign relates.

- 30.7 When a business or other commercial undertaking vacates premises, all signs on the site which relate to that business or undertaking shall be forthwith removed.
- 30.8 No permit for a sign will be issued to an applicant who already has on the side, rear or frontage of his business premises a sign for which a permit could not be issued under this bylaw.
- 30.9 Wherever in this bylaw a sign is permitted on the side of a building, unless specifically otherwise provided, the sign area shall not be more than 10% of the façade area or the area of the side of the building, whichever is lesser.

Part 31 - General Specifications

- 31.1 All signs shall comply with the District's Building Bylaw where applicable, in addition to the following requirements:
- 31.1.1 No sign shall be attached to or hung from any building until all wall, roof or other attachments for same have been approved by the Building Inspector.
- 31.1.2 Any sign shall be so placed and erected such that the distance between such signs and the building or structure to which it is attached shall not be more than 300 mm [11.81"].
- 31.1.3 No sign, guy, stay, or attachment thereto shall be erected, placed or maintained by any person in such a manner as to contact or interfere with any electric light, power, telephone or telegraph wires, or their supports, or the free use of any exit or means of egress. A clearance of at least 600 mm [23.6"] shall be maintained between the outer edge of any sign and the nearest wire hereinbefore mentioned, or their support.
- 31.1.4 No supporting cable or side guy shall make an angle of less than 30° with the sign which it is supporting.
- 31.1.5 Bolts or lag screws shall not be fastened to window frames, fascia or trim boards.
- 31.1.6 All cables, turn-buckles, links, bolts and screws, and all devices which are used to support or which form a part of any sign, shall be galvanized steel or equal.
- 31.1.7 Turn-buckles shall be provided for all supporting cables. Side guys may have a turn-buckle for one side of any electrical sign. Turn-buckles shall have a breaking strength equivalent to that of the cable to which they are attached.

31.1.8 Where two cables are required for the main supports of any sign, such cables shall be independently attached to the sign and to the building or other support.

Part 32 - Sign Specifications

- 32.1 All signs that require electricity shall require an electrical inspector's approval.
- 32.2 All signs shall be designed so as to provide ample strength and rigidity. A wooden sign shall have a minimum rigidity equal to 7-ply 19 mm plywood.
- 32.3 All signs shall have the maker's name and the weight of the sign permanently attached to or painted on the exterior of the sign, and the name and weight located so that they can be readily seen.
- 32.4 It shall be unlawful for any person to change the design or construction of any sign which has been placed or erected until such change shall have been approved by the Building Inspector, and a permit issued therefore.

Part 33 - Permits Applications for Permits

- 33.1 Before any person shall place, erect or alter the design or construction of any sign, he shall make an application in writing for a permit therefore to the Building Inspector unless the sign is specifically exempted from permit requirements by this bylaw.
- 33.2 The applicant shall in no case proceed with the placing, erection, or altering of any sign until the permit has been granted.
- 33.3 An application shall include:
 - 33.3.1 the street and street number of the building or structure to which the sign is, or is to be, erected, altered or painted on.
 - 33.3.2 Structural drawings to scale for each side of the sign, giving all pertinent dimensions as well as the colour scheme and the method of attachment and materials.
 - 33.3.3 A site plan to scale showing the entire premises where the sign is to be placed, any streets, sidewalks, or walkways around the premises, and the position of the sign painted on or attached to the building or structure.

- 33.3.4 A drawing showing details of the method, type and intensity of illumination.
- 33.4 Where an application for a permit indicates or appears to indicate that the proposed sign will be placed on or encroach over a highway, including a sidewalk, the Building Inspector shall refer the application to the Director of Engineering and Transportation for approval.
- 33.5 Where an application is referred to the Director of Engineering and Transportation for approval, the Director of Engineering and Transportation may require as a term of the permit that the applicant comply with the Street and Traffic Bylaw, and any policies pursuant to that Bylaw, for the occupation or encroachment on or over a highway, including the payment of encroachment fees and provision of a release and indemnity agreement.
- 33.6 The Building Inspector shall consider each application for a permit and if the proposed sign conforms with all the requirements of this bylaw and any other applicable bylaws of the Municipality, then upon payment of the requisite fee, he shall issue a permit to the applicant on any terms that the Building inspector considers advisable or necessary to ensure compliance with this bylaw or any other enactment.
- 33.7 The Building Inspector shall notify the Electrical Inspector when any electrical sign has been erected or attached in accordance with the structural requirements of this bylaw, and the Electrical Inspector shall, upon payment of the requisite fee, issue a connection permit therefor, and when the Electrical Inspector finds the connection work complies in all respects with the Electrical Bylaw, he shall authorize the installer to connect such sign to the power source.
- 33.8 In determining whether to issue a permit under this Part, the Building Inspector may direct that the applicant provide further information regarding siting, placement, tests of materials, equipment, devices, construction methods or structural assemblies be, where such information is necessary to determine whether the siting, placement, material, equipment, device or construction of the proposed sign, meets the requirements of this or another bylaw.
- 33.9 Notwithstanding any provision in this or any other bylaw, neither the acceptance of an application for nor the granting of a sign permit obligates or imposes a duty on the Municipality or the Building or other Municipal Inspector to inspect, approve or provide any other or further services of any kind, nor shall the Municipality, its officers, employees, agents or contractors, be liable for any direct or indirect loss, cost or damage, however occasioned, incurred by an owner or developer or anyone taking under or from them, which arises from the Municipality's

or Inspector's failure to inspect, approve or provide any other or further service, where that failure is a result of labour disturbances, Acts of God, actions of governmental authorities, war, lack of funds or personnel or any other cause whatever which, in the sole opinion of the Municipality or Inspector, causes the Municipality or the Inspector not to provide such services.

Part 34 - Penalty and Enactment

- 34.1 Every person who violates a provision of this bylaw, or who consents, allows or permits an act or thing to be done in violation of a provision of this bylaw, or who neglects or refrains from doing anything required by a provision of this bylaw, is guilty of an offence and is liable, upon summary conviction, to a fine not exceeding \$10,000 and not less than \$2,500, and is guilty of a separate offence each day that a violation continues or exists.

Schedule A – Dundarave Village District

The following additional prohibitions and permitted signs are unique to the Dundarave Village District and are to be read in conjunction with Part 7, General Prohibitions, Part 9 Limit on Number of Signs for a Business, and Part 10 Permitted Signs, of the Sign Bylaw.

Awning Signs

Awning signs as permitted in Part 22 of the Sign Bylaw are further restricted by the following requirements:

1. copy is permitted on bottom apron only, below the face of the awning;
2. maximum apron height is 200mm [7.87"]
3. be continuous around the perimeter of the awning and setback a minimum of 100mm [3.94"] from the face;
4. copy is restricted to 5% of the façade area of the business premise.

Regulations

Backlighting of any sign is prohibited.

Schedule B – Horseshoe Bay Village District

The following additional prohibitions and permitted signs are unique to the Horseshoe Bay Village District and are to be read in conjunction with Part 7, General Prohibitions, part 9, Limit on Number of Signs for a business, and Part 10 permitted Signs, of the Sign Bylaw.

Awning Signs

Awning signs as permitted in Part 22 of the Sign bylaw are further restricted by the following requirements:

- all lettering confined to horizontal strip 300mm [11.81"] high, 150mm [5.91"] above bottom edge of fabric;
- maximum lettering size shall be 300mm [11.81"];
- may extend full width of frontage;
- copy only may be backlighted, using translucent fabric;
- illumination levels to be subdued and light sources concealed or shielded from normal public view.

Appendix D – Schedule of Sign Size Requirements

TYPE OF SIGN	MAXIMUM SIGN AREA	MAXIMUM PERCENTAGE OF FAÇADE AREA	MAXIMUM COPY AREA	MAXIMUM SIGN HEIGHT	MINIMUM SIGN HEIGHT FROM SIDEWALK
AWNING SIGN			3m ² [32.29 sq. ft] or 25% of the projected area, length X height of awning, whichever is lesser. Copy height cannot exceed 600 mm [23.6"]		2.5m [8.20 ft.]
CANOPY SIGN			3m ² [32.29 sq. ft] or 15% of		2.5m [8.2 ft.]

			façade area, whichever is lesser. Copy height cannot exceed 600 mm [23.6"]		
FACIA SIGNS	3m ² [32.29 sq. ft.] or 15% of faced area, whichever is lesser		No maximum but copy height cannot exceed 600 mm [23.6"]		2.4m [7.87 ft.] if projects more than 75 mm [2.95"] from façade or if illuminated
FREESTANDING SIGN	2.3 m ² [24.76 sq. ft.]			3m [9.84 ft.]	
FREESTANDING PEDESTAL SIGN	.4m ² [4.31 sq. ft.]/side			1.5m [4.92 ft.]	
INSIDE EXTERIOR WALL PROJECTING SIGN	.5m ² [5.28 sq ft]				
MONUMENT SIGN	1 m ² [10.76 sq ft]			1.5m [4.92 ft]	
PROJECTING SIGN	.4m ² [4.31 sq. ft]				2.5m [8.20 ft.]
SUSPENDED SIGN	.15m ² [1.62 sq. ft]				2.5m [8.20 ft.]

**LIST OF REQUIREMENTS THAT SIGN COMPANIES MUST
PROVIDE FOR INSTALLATION OF NEW AWNINGS AND
CANOPIES:**

- Drawings showing the exact dimensions of the proposed awning or canopy including:
 - sign copy
 - colours
 - materials proposed
- Dimensioned elevation drawings showing the location of the proposed sign, grade, width and height of the store frontage and height of the awning or canopy from grade
- Schedule B1 and B2 sealed by a Professional Engineer
- Schedule C-B sealed by a Professional Engineer following installation of the awning or canopy
- Sealed structural drawings showing the attachment details
- Liability insurance not less than \$1,000,000 indemnifying the District of West Vancouver against any and all losses pertaining to claims related the installation and structural adequacy of the structure
- Valid Business Licence with the District of West Vancouver