



## **DEVELOPMENT VARIANCE PERMIT SIGNAGE REQUIREMENTS**

### **SPECIFICATIONS:**

Signage shall be a minimum of 1.22m x 1.22m (4 feet x 4 feet) in size and constructed of 1.3cm (1/2 inch) plywood, coroplast or other durable material with a white background and black lettering. Headings to be in block capitals no less than 6cm (2.36 inches) in height. Proposal description text to be not less than 2.5cm (0.98 inches) in height.

### **CONTENT:**

The following content must be included on each notification sign:

1. Type of application and application number
2. Applicant's name
3. Civic address and legal description of subject property
4. A map showing the subject property with surrounding properties
5. The existing zoning classifications
6. The particulars of the proposal
7. Phone number and website for Village of Lions Bay

### **LOCATIONS:**

The signage shall be posted in a location unobstructed to view from the street and:

- No further than 6m (19.7 feet) from the property line abutting the street;
- Where no property abuts 2 or more streets, excluding lanes, a sign shall be posted no further than 6m (19.7 feet) from each property line abutting a street, or, alternatively, at a 45-degree angle from the intersection point of the 2 streets;
- Where placement of a required sign on a property is not feasible, the notice may be posted on an abutting road right of way, subject to approval by the Village of Lions Bay;
- Where a sign is mounted on a building, it must be unobstructed from the street, and the bottom edge shall be a minimum of 1.22m (4 feet) from the ground.

### **TIMING:**

The required signage **must be posted no later than 10 days after submission of an application** to the Village of Lions Bay. The applicant must notify the Village Office that the sign has been posted via an email to [reception@lionsbay.ca](mailto:reception@lionsbay.ca) containing a photo of the installed sign. The sign must be removed within 30 days following completion of the application process (Permit granted or withdrawal / rejection of the application.)

### **POSTING:**

It is the responsibility of the applicant to ensure that signage is created and installed in accordance with these requirements. Failure to do so will result in a postponement in the processing of the application.



SAMPLE SIGNAGE:

**DEVELOPMENT VARIANCE PERMIT**

APPLICATION NUMBER: DVP **xx-xx**

APPLICANT: **REGISTERED OWNERS**

PROPERTY ADDRESS: **ADDRESS**

LEGAL DESCRIPTION: PID **xxx-xxx-xxx**  
**LOT x, DL xxxx, BLK x, PLAN xxxxx**

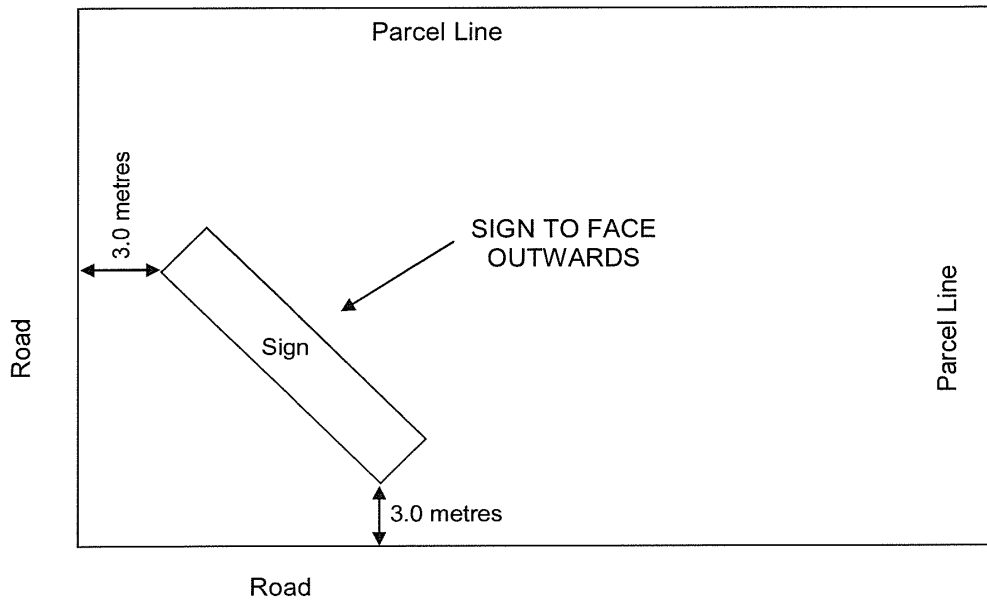
ZONING: **RS-1**

PROPOSAL: **BRIEF DESCRIPTION HERE**

FOR MORE INFORMATION CONTACT:  
VILLAGE OF LIONS BAY (604-921-9333/lionsbay.ca)



### CORNER LOT



### INTERIOR LOT

