



# CITY OF CORNER BROOK

## Policy Statement

|                        |                             |                       |                                 |
|------------------------|-----------------------------|-----------------------|---------------------------------|
| <b>Policy Title</b>    | <i>Election Signs</i>       | <b>Index:</b>         | <i>Development and Planning</i> |
| <b>Section:</b>        | <i>Licenses and Permits</i> | <b>Policy Number:</b> | <i># 02-07-12</i>               |
| <b>Authority</b>       | <i>Council</i>              | <b>Adopted Date:</b>  | <i>July 26, 2021</i>            |
| <b>Effective Date:</b> | <i>March 10, 2025</i>       | <b>Revision Date:</b> | <i>March 10, 2025</i>           |

### 1.0 BACKGROUND

In accordance with the City of Corner Brook's Sign Regulations, Council may exercise their discretion to license temporary signs, including their size, design and location. For the purpose of this policy, Election Signs are considered to be temporary signs.

### 2.0 OBJECTIVE/PURPOSE

To establish standard guidelines for candidates who wish to post election signs within the City of Corner Brook.

### 3.0 SCOPE

This Policy guides the size and placement of election signs in the City of Corner Brook.

### 4.0 Definitions

- a) Election Sign – refers to any image, word, sign, picture, device notice or visual medium or any combination thereof, including, without limitation, any poster, placard, bulletin, banner, which identifies, depicts, promotes, advertises or provides information about:
  - i. a political party or an individual that is a candidate for election; or
  - j. a question or by-law submitted to electors; or
  - k. promotes recognition of or influences persons to vote for or against any candidate or any question or by-law submitted to electors;
- b) City Property – refers to any building, facility, field, park or playground within the municipality in which the City owns or operates including but not limited to:
  - i. City Hall;
  - j. City Depot;
  - k. City Fire Station;
  - l. Civic Centre;
  - m. Recreation Centre;
  - n. Margaret Bowater Park;

- o. Bartlett's Point Park;
  - p. Wellington Complex; and
  - q. Any other area that is designated to be owned and operated by the City of Corner Brook
- c) Roadway– refers to any public roadway, street or thoroughfare within the municipal boundaries of the City.
- d) Public Right of Way (ROW) – The portion of publicly owned land which contains roadways, sidewalks and underground public utilities (see Figure-1).

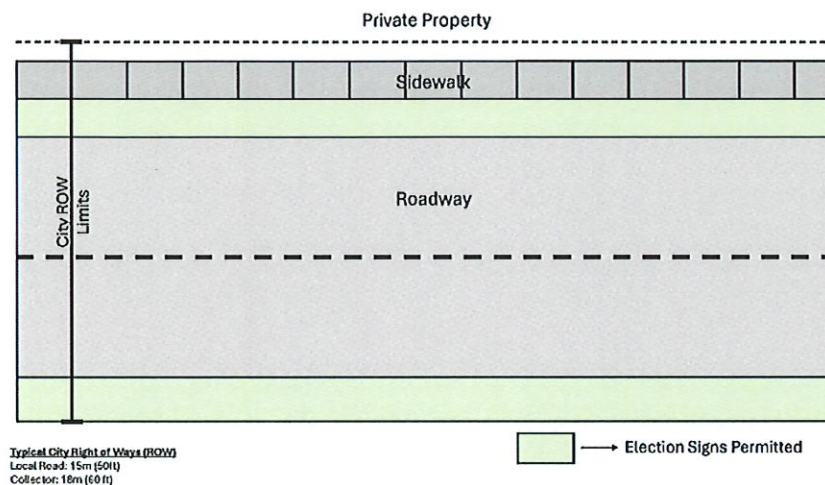


Figure-1: City ROW Example

- e) Median – refers to any physical barrier or strip of land, whether raised or at grade level, that separates lanes of traffic moving in opposite directions on a roadway;
- f) Sidewalk – refers to any municipal walkway, or that portion of a street between the roadway and the adjacent property line, primarily intended for the use of pedestrians;
- g) Visibility Triangle – refers to the area enclosed by each of the intersection street lines measures to a point 4.0m back from the intersection of the property line, and a diagonal line drawn between these two points (see Figure-2). This triangular shaped area of land abutting the intersection of a lance, public highway, or private road shall be maintained free of obstructions that could impede the vision of a pedestrian or the driver of a motor vehicle driving on the land, public highway or private road.

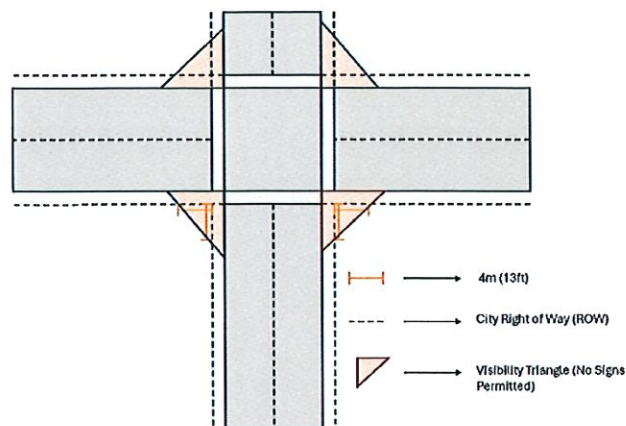


Figure-2: Visibility Triangle

- h) Polling Station – refers to a designated location where electors cast their ballots on an election day, or a day designated for voting for the purpose of an election such as for an advanced poll;

## 5.0 ELECTION SIGN GUIDELINES

Candidates in an election are not required to obtain a license (Schedule A) for each individual election sign, but may instead be issued a general license to erect election signage throughout the City of Corner Brook subject to the following conditions:

- A. Signs are not to exceed three (3) square meters or (32) thirty-two square feet in area.
- B. Signs shall not physically obstruct or impede the roadway, sidewalks or trails and must not impede free access to emergency vehicles;
- C. Signs shall not obstruct or distract from the visibility of pedestrians, vehicles, traffic control devices or other regulatory signage and shall not be placed within the four (4) metre visibility triangle of an intersecting roadway;
- D. No sign or advertisement is permitted to be located on or at City property;
- E. No signs, placards, posters or advertisements are permitted on an official roadway sign, official sign structure, utility poles, light standard, utility box, bus shelter, planter, bench, waste receptacle, newspaper box, mailbox, guardrail, bridge, other roadway structure or trees;
- F. Elections signs shall not be placed within one (1) metre of the edge of the shoulder where there is no sidewalk;
- G. No election sign shall resemble any official traffic sign or signal;
- H. Signs placed on private property shall only be done with the permission of the property owner or occupant;
- I. All signs must be maintained in a safe condition and constructed in such a manner that they do not impair visibility or create a hazard to pedestrians or to the driving public.
- J. Election signs may not be posted sooner than forty-five (45) days prior to an election day and must be removed no later than seventy-two hours (3 days) after the close of polls.
- K. Election signs are not permitted to be placed within 30 metres of a building in which a polling station is located on a voting day in accordance with section 36(2) of the Municipal Elections Act;
- L. Elections signs shall be placed with a minimum of one (1) metre separation distance between any other election signs and shall not be placed in a manner that impedes visibility of another election sign;
- M. No signs shall be removed unless authorized by the City or the owner of the sign

## 6.0 NON-COMFORMANCE PROCESS

Where an election sign causes an immediate safety concern, as determined by enforcement staff, the sign will be removed and the candidate will be notified of such action. Otherwise, if a sign has been placed in contravention of this regulation an enforcement officer shall notify the owner, candidate or their official agents to remove the sign or take action to make the sign comply with this policy. If the sign is not removed or action is not taken to make the sign in compliance with this policy upon 24 hours (1 day) of receiving notice from an enforcement officer that the sign is not complaint, the enforcement officer shall remove the sign.

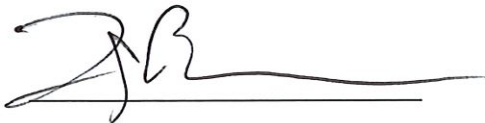
## 7.0 POLICY REVIEW

The Director of Protective Services shall submit recommendations to change the Election Policy, if and when changes are required. All changes to the Election Sign policy require the final approval and adoption of Council.

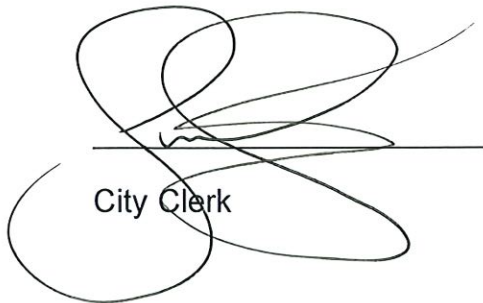
### 10. Reference:

Minute #21-106

IN WITNESS WHEREOF this policy is sealed with the Common Seal of the City of Corner Brook.



Mayor



City Clerk



## Election Sign Temporary License

|                                              |  |
|----------------------------------------------|--|
| Candidate Name (Please Print)                |  |
| Contact #:                                   |  |
| Address:                                     |  |
| Email:                                       |  |
| Agent Contact Information:<br>(Phone /email) |  |

I \_\_\_\_\_ have read and understood the Election Sign Policy and agree to all conditions relating to the erection of Election Signs in the City of Corner Brook.

\_\_\_\_\_  
Candidate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent of Candidate (if applicable)

\_\_\_\_\_  
Agent of Candidate (if applicable)

\_\_\_\_\_  
City Representative

\_\_\_\_\_  
Date