

TOWN OF PINCHER CREEK

Approved by: Council	Date: November 27, 1995	Policy Number: #119-13 #119- 95
--------------------------------	-----------------------------------	---

Reference: Resolution #95-693 Resolution #13-020	Revision Date/by: January 28, 2013 Council
---	--

Title: TEMPORARY SIGNAGE FOR EVENTS AND ACTIVITIES

Policy Statement

The Town of Pincher Creek will provide guidelines for the approval of temporary signs placed on Town owned property that promote events and activities sponsored by non-profit or charitable organizations.

1. Definitions

- 1.1 “Non-Profit or Charitable Organizations” shall include those groups, clubs, organizations that are registered non-profit societies or charitable organizations. These may include recreation or cultural organizations, service clubs, churches, youth organizations, etc.
- 1.2 “Town Administration” shall refer to the Chief Administrative Officer, Director of Community Services, Development Officer or any other member of administration that may receive a request regarding signage.
- 1.3 “Signs” shall include any sign or billboard as defined in the Town of Pincher Creek Land Use Bylaw No. 1547.
- 1.4 “Town owned property” shall refer to the street, boulevard or other Town owned locations including lots and parks.

2. Responsibilities

- 2.1 Town Administration shall receive and process requests by non-profit or charitable organizations for signs to be placed on Town property.
 - 2.1.1 Review Land Use Bylaw to ensure that size and type of sign, etc. complies with Land Use Bylaw.
 - 2.1.2 Approve sign if reasonable and appropriate.

- 2.1.3 Inform the charitable or non-profit organization in writing of the approval and any conditions that apply such as location, length of time.

Policy No. 119-13
Page 2

2. Responsibilities (cont'd)....

- 2.1.4 Inform other Departments that may be affected by the approval.

2.2 Non-Profit or Charitable Organizations to:

- 2.2.1 Make a formal request to Town Administration and provide the following information: size, height and dimension of sign; type of sign; location of sign; copy; term of placement.

- 2.2.2 Place and remove sign as approved by the Town of Pincher Creek.

3.0 Cost

- 3.1 The cost shall be waived.

4.0 End of Policy