



KITIMAT

A Marvel of Nature and Industry

**Election Signs (Temporary) on
Public Property Application**

Community Planning and Development

270 City Centre, Kitimat, BC V8C 2H7

T: 250-632-8900

www.kitimat.ca

Central File #: 8.3.3.8.2.

APPLICANT INFORMATION

Full Name: _____

Candidate Name: (if different than applicant): _____

Mailing Address: _____ Postal Code: _____

Phone: _____ Cell: _____ E-mail: _____

PROPOSED ELECTION SIGNS

Please list the locations of the Election Signs below. Please attach a separate sheet if additional space is required.

Please indicate how the sign(s) will be supported or affixed to the ground: _____

Please indicate the Election Sign(s) Height and Area:

For Small Election Signs: Height (m): _____ Area (m²): _____

For Large Election Signs: Height (m): _____ Area (m²): _____

Sign Installation Date: _____ Sign Removal Date: _____

Election Signs (Temporary) Placement Conditions

1. Election Signs may be located on Public and Private property in any zone.
2. Signs must not obstruct traffic signs or street direction signs or block the vision at any intersection.
3. Signs must not obstruct access to or view of municipal gardens, points of interest and non-traffic related signage.
4. Signs must not be attached to a lamp standard, telephone pole, power pole, municipal sign, or a municipal structure.
5. Read the attached FAQ section for further conditions.

APPLICATION ACKNOWLEDGMENT

Personal Information provided on this form is collected under the authority of Section 26(c) of the Freedom of Information and Protection of Privacy Act and will be used only for purposes related to your application. Your name will be treated as public information. Home address and telephone number will not be released except in accordance with the Freedom of Information and Protection of Privacy Act.

A \$50.00 bond is required to guarantee compliance with the Election Sign location, design, and duration conditions outlined above as well as in the FAQ section. The deposit shall automatically be forfeited if all the Election Signs are not removed by the end of the permitted period.

I have read and understood the FAQ and conditions which apply to Election Sign(s) and agree to abide by them. I also agree to notify the District of Kitimat once the Election Sign(s) has/have been removed.

Applicant or Authorized Representative

Signature

Date

FOR DISTRICT OF KITIMAT OFFICE USE ONLY

1. Election Sign (Temporary) Application No.: _____
2. Application Approved: Yes No
3. Authorizing Signature: _____ Authorizing Title: _____
4. Authorization Date: _____
5. Deposit of \$50 Collected: Yes Date Collected: _____
Attach Receipt (Please ensure payee`s name & purpose of payment are noted on the receipt)
6. Original to Front Desk: Yes
7. Photocopy to Applicant: Yes No
8. Photocopy to Building Clerk: Yes No
9. Photocopy to Municipal Bylaw Officer: Yes No
10. Inspection Requested Date: _____ Municipal Bylaw Officer initial: _____
11. Inspection Result: Refund Deposit Retain Deposit
12. Applicant has been refunded \$50 deposit: Yes No
(GL Account 1.4350.00.490) ***Attach Receipt (Please ensure payee`s name & purpose of payment are noted on the receipt)***
13. Refund Date: _____ Receptionist Signature: _____

F.A.Q.- Election Signs (Temporary) on Public Property Application

1. Is a permit required for an Election Sign?

Yes. The application is available on the District of Kitimat [website¹](#) or can be collected from the District of Kitimat's reception - 270 City Centre, Kitimat, BC, V8C 2H7 during regular business hours.

2. When can I apply for an Election Sign Permit?

Anytime. Applications will be processed on a first come first served basis.

3. How long will an application take to be approved?

Your application will be processed as quickly as possible. Please allow 7-10 business days to process an application.

4. When can I put an Election Sign up in the District of Kitimat?

It varies. If you are a municipal election or school district candidate, it starts from the nomination day whereas, if you are a provincial or federal government election candidate, it starts with the issuing of a writ of election. It is the responsibility of the applicant to ensure compliance with provisional and/or federal regulations.

5. When do Election Signs need to be removed?

Following the general voting on election day.

6. Where can I put the Election Signs in the District of Kitimat?

Election Signs can be put up in the public property within the District of Kitimat boundary, however, it needs to be:

- a. Twenty-five (25) meters away from any road intersection and there shall be no obstruction to the line of vision from the ground to 3 meters above the established grade of streets in the perimeter of the buffer areas around the road intersections. Please refer **Image A** below for the buffer areas around the thirty-two (32) major junctions in the District of Kitimat as example;
- b. One-half (1.5) meters away from the travelled portion of any street or lane;
- c. At least Two-half (2.5) meters above any municipal sidewalk, or other public space;
- d. For a General Local Election: Hundred (100) meters away from any voting locations.
- e. For a Provincial or Federal Election: the applicant is responsible for ensuring compliance with appropriate legislation with respect to distances from voting locations.
- f. Located ten (10) meters away from an Election Sign (Small Election Sign or Large Election Sign) of the same candidate or party.

¹ [Applications Licences and Permits - District of Kitimat](#)

7. Can I put the Election Signs on a private property?

Yes, Elections Signs may be placed on a private property with the permission of the property owner and must meet all the required conditions.

8. What other legislation around signs should I be aware of?

It is the responsibility of the applicant to ensure compliance of all applicable legislation. The following are provided for convenience and are not to be considered as an exhaustive list of resources.

- The Ministry of Transportation and Infrastructure conditionally allows Election Signs on highway Right-Of-Way, refer to the Ministry of Transportation and Infrastructure [here](#)².
- Please refer to the Election BC website [here](#)³ for conditions on elections signs.
- Please refer to Elections Canada website [here](#)⁴ for conditions on election signs.

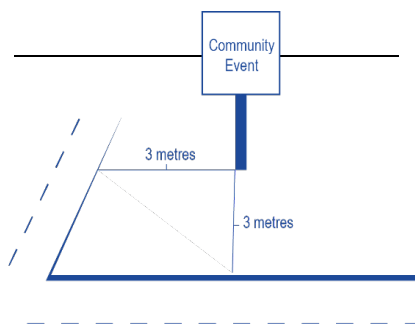
9. How many signs can I put up in the public property within the District of Kitimat boundary?

It varies. If you are a municipal election or school district candidate, you are allowed for a maximum of twenty-five (25) Small Election Signs and Six (6) Large Election Signs. Whereas, if you are a provincial or federal government election candidate, you are allowed for a maximum of fifty (50) Small Election Signs and ten (10) Large Election Signs.

10. What is meant by Small Election Sign and Large Election Sign and what is the difference between them?

Both type of signs supports or opposes a position or candidate in relation to a Voting Opportunity. However, Large Election Sign has an area greater than 0.58 square meters and equal to or less than three (3) square meters whereas the Small Election Sign has an area less than 0.58 square meters.

Image A:



² [Election and Referendum Signs on Highway Rights-of-Way - Province of British Columbia \(gov.bc.ca\)](#)

³ <https://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-candidates-and-their-financial-agents.pdf>

⁴ <https://www.elections.ca/home.aspx>