



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

For Small Election Signs: Height (m): \_\_\_\_\_ Area (m<sup>2</sup>): \_\_\_\_\_

For Large Election Signs: Height (m): \_\_\_\_\_ Area (m<sup>2</sup>): \_\_\_\_\_

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. Payment Date: \_\_\_\_\_
6. Photocopy to Applicant: Yes  No
7. Photocopy to Front Desk: Yes  No
8. Original to Bylaw Enforcement Officer: Yes  No
9. Inspection Requested Date: \_\_\_\_\_  
*(One day after sign removal date)*
10. Inspection Result: Refund Deposit  Retain Deposit
11. Bylaw Enforcement Officer Initial: \_\_\_\_\_
12. Refund Date: \_\_\_\_\_
13. Refund \$50 Deposit: Yes  No  *(GL Account 1.4350.00.490)*
14. Account Payable Trust File: Yes  No

## 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 [website](#)<sup>1</sup> 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.

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) metres away from any road intersection and there shall be no obstruction to the line of vision from the ground to 3 metres above the established grade of streets in the perimeter of the buffer areas around the road intersections. Please refer **Attachment A** in this package for the buffer areas around the thirty-two (32) major junctions in the District of Kitimat as example;
- b. One-half (1.5) metres away from the travelled portion of any street or lane;
- c. At least Two-half (2.5) metres above any municipal sidewalk, or other public space;
- d. Hundred (100) metres away from any voting locations. For your convenience, **Attachment B** shows the buffer areas around the voting locations for the 2022 General Local Election. The Chief Election Officer has authority to remove signs on voting days;
- e. Located ten (10) meters away from an Election Sign (Small Election Sign or Large Election Sign) of the same candidate or party.

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

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

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<sup>1</sup> [Applications Licences and Permits - District of Kitimat](#)

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

- The Ministry of Transportation and Infrastructure conditionally allows Election Signs on highway Right-Of-Way, refer to the Ministry of Transportation and Infrastructure [here](#)<sup>2</sup>.
- Please refer to the Election BC website [here](#)<sup>3</sup> for conditions on elections 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 metres whereas the Small Election Sign has an area less than 0.58 square meters.

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

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