

GENERAL INFORMATION

WHAT TO SUBMIT

After a pre-application meeting held with the County Planning & Development Department, you will need to submit the following:

- Completed Development Permit Application Form
- Letter of consent from registered owner if different from applicant
- Location of all existing and proposed signs on building façade or on the site
- Two copies of a rendering/illustration of proposed sign with dimensions
- Materials, finishes, colors, size of lettering and graphics
- Mounting or installation details
- Mounting height or clearance to grade
- Fee



What you need to know about putting up a sign in Kneehill County:

- ⇒ What signs don't require a permit?
- ⇒ What signs require a permit?
- ⇒ What signs are prohibited?



For more information:

Web: www.kneehillcounty.com
Email: office@kneehillcounty.com

Telephone: 403.443.5541
Fax: 403.443.5115
Toll Free: 1.866.443.5541

NOT REQUIRING A PERMIT

TEMPORARY SIGNS

Less than 6.0 m² (64 ft²)

- ◆ Maximum of one
- ◆ Must be removed within 15 days of the completion of the event

NON-ILLUMINATED SIGNS

For identification, direction or warning

- ◆ No more than 1.5 m² (16 ft²)
- ◆ Limit of 2 per parcel

Profession, business or trade

- ◆ No more than 1.5 m² (16ft²)
- ◆ Limit of 2 per parcel

Religious, educational, cultural, recreational club or institution, motel or apartment building

- ◆ No more than 1.5 m² (16 ft²)
- ◆ Limit of 2 per parcel

Residential, commercial or industrial site for development, sale, lease or rent

- ◆ No more than 3.0 m² (32 ft²)

Local authorities, utility boards, public or quasi-public bodies.

Municipal, provincial and federal elections.

Government or government agency

PROHIBITED SIGNS

- ◆ Any sign on a vehicle or trailer used primarily as a static advertising display (but not if vehicle is used in normal day-to-day operations of the business)
- ◆ Signs affixed to utility poles or trees
- ◆ Illuminated signs in residential districts
- ◆ Flashing, intermittent, animated digital display signs and/or scintillating lights that are visible from a road or highway
- ◆ Signs situated within sight triangle
- ◆ Signs interfering, obstructing or confused with any authorized traffic sign, signal or device
- ◆ Signs without property owner permission
- ◆ Signs extending or overhanging into a neighboring property, public street right of way except where approved by the Development Authority
- ◆ No signs with statements, words or pictures of an obscene or pornographic nature

REQUIRING A PERMIT

FREESTANDING SIGNS

- ◆ Located on affected property
- ◆ 1 per lot unless there are multiple businesses where 1 additional sign is permitted
- ◆ Illuminated freestanding signs may be allowed:
 - Commercial and Industrial Districts
 - May be considered for a commercial use in the Agriculture District (may be subject to hours of operation if illuminated)
- ◆ Maximum sign height is 9.5m (31.2 ft), except in Residential Districts
- ◆ Residential Districts max height is 1.5 m (5 ft) (unless it is a neighborhood ID sign)
- ◆ Minimum distance to property line:
 - 1.0 m (3.3 ft) within Hamlet Districts;
 - 10 m (33 ft) abutting a county road; or
 - In accordance with Alberta Transportations setback requirements

FASCIA OR WALL SIGNS

- ◆ May be allowed in all districts
 - Restricted to first story in residential and agricultural districts
- ◆ Maximum 1 awning, canopy, projection or fascia sign per business frontage
 - If there are multiple businesses, 1 additional ID or business directory sign shall be permitted
- ◆ Not to project more than 0.4 m (1.3 ft) from building face where attached
- ◆ Illuminated fascia signs permitted in Commercial and Industrial Districts
- ◆ May be considered for a commercial use in the Agriculture District

PORTABLE SIGNS

- ◆ May be allowed in all districts except Residential Districts
- ◆ Maximum 1 per development site
- ◆ Not allowed on public property or on a required off-street parking space or driveway

PROJECTING SIGNS

- ◆ Maximum 1 awning, canopy, projecting or fascia sign per business frontage
- ◆ Maximum area is 1.5 m² (16 ft²)
- ◆ Minimum vertical clearance from grade or sidewalk of 2.4 m (8 ft)

BED & BREAKFAST

- ◆ 1 on-site freestanding sign
 - Located within the yard front, must be visible from a public road
 - May be attached to existing fencing or independent posts