



TRANSPORTATION SERVICES
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Edmonton, Alberta T5J 3A3

GUIDELINES FOR TEMPORARY PORTABLE SIGNS ON CITY OF EDMONTON ROAD RIGHT-OF-WAY


These guidelines do not address portable signs on titled lands. The use of portable signs on titled lands is governed by Bylaw 12800, the Zoning Bylaw. These guidelines address placement of signs on Road Right of Way pursuant to Bylaw 5590, the Traffic Bylaw.

Several locations on road right-of-way lands have been deemed appropriate for the placement of portable signs. Portable signs may only be approved for placement on road right-of-way for use by non-profit organizations and schools eight times per year for durations not to exceed 14 days each, subject to the following guidelines:

GENERAL GUIDELINES

- Signs may not be placed on any road right-of-way unless prior written authorization in the form of a permit has been provided by the City.
- Unauthorized signs may be tagged and/or towed without notification.
- A Portable Sign Agreement will be required prior to the issuance of any permit for the placement of signs on road right-of-way.
- Portable signs to be placed on road right-of-way must not exceed 1.83 metres (6 feet) in height by 2.74 metres (9 feet) in width or 1.52 metres (5 feet) in height by 3.05 metres (10 feet) nor exceed a maximum area of 5.02 square metres (53.82 square feet).
- Signs on road right-of-way must be portable and designed to be readily relocated. They shall not be affixed or cabled to other street furniture nor staked to the ground.
- Illumination shall only be permitted where solar panels are used. Illumination may not be permitted on some sites.
- Portable signs will not be permitted on road rights-of-way located adjacent to private property where portable signs are permitted.
- Signs are not permitted on roadways, paved shoulders, centre medians, narrow medians between roads and service roads, "pork-chop" islands, traffic circles, or any other islands/medians separating traffic.
- Signs are only permitted:
 - at pre-approved locations having taken into consideration sightlines based on the current Transportation Association of Canada methodology. They shall never be located within 15 metres (49 feet) of an intersection curb on a local roadway nor within 30 metres (98 feet) in the case of a collector or arterial roadway;
 - normally along arterial and collector roads; and
 - where posted speed limit is 70km/hr or less.
- Only one sign per approved site is permitted at any one time.
- Sign locations may not be available near some schools.

- Applications for new sign locations must be accompanied with the required supporting documentation before a review will be performed.
- For Community Leagues, a road right-of-way portable sign may only be located within the limits of the Community League Neighbourhood Boundary.
- Applications for road right-of-way portable sign permits will not be accepted for an organization that occupies and carries on their organizational activities in a building which is located within a business district where on-site advertising is permitted.
- Signs will only be permitted for minor sports and elementary and secondary school registrations and community events which do not have profit as a motive.
- All signage wording must be first approved by Transportation Services. Any change to the intent of the approved wording will require separate application, payment of fees and approval.
- Sign copy shall not include advertisement of prices, products or person's names.
- Commercial advertising or commercial sponsorship identification is not permitted.
- In the even of unforeseen problems or conflicts including road or utility construction / repair, the City of Edmonton may require immediate removal of the sign.
- Certain approved sign locations may be subject to a seasonal sign ban from November 15 to March 15 of each year due to snow clearing operational requirements.
- Sign applications will be accepted no more than three (3) months in advance.
- A location may not be used for the same Community Organization longer than 14 days at a time. Consecutive terms are not permitted.
- Pursuant to Article 8.06, whenever possible and reasonable, the City will give advance notice to the User to relocate or remove a sign except when emergency work necessitates immediate relocation or removal. In the event of an emergency removal, the User will not be charged impound fees.

Approved by: 
 Director, Traffic Control
 Transportation Operations Branch

Prepared by: Right-of-Way Management
 Transportation Operations Branch
 Transportation Services
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