



ELECTION SIGN ACKNOWLEDGEMENT FORM

CITY OF SPRUCE GROVE

LOCAL JURISDICTION: The City of Spruce Grove, Province of Alberta

Please be advised that this information notice has been prepared with public traffic safety concerns in mind, and is intended to provide guidelines to potential candidates in elections (whether it is provincial, federal, or municipal.)

1. Candidates are responsible to keep signs in a neat and clean appearance, and ensure that they are securely erected.
2. Candidates shall place signs with a minimum spacing distance of 15 m (49 ft.) **between the same** candidate's signs.
3. Candidates will be obligated to comply with the Traffic Bylaw C-911-15 parking restrictions as outlined under Section 4 of the bylaw (parking where allowed and accessing a median by crossing at an intersection).
4. A sign not complying with these guidelines may be subject to enforcement action including removal by the City. Any signs seized for not meeting the guidelines can be picked up at the City's Planning and Development Department located at 414 King Street, Spruce Grove, by appointment only by contacting Stephen Chipchase, Development Compliance Officer at 780-962-7625.

Important Dates

- Election signs *may be* erected: for 28 days prior to an election
- Election signs *must be* removed: within five (5) days after the election

Election Signs shall **NOT**:

- be illuminated;
- display an intermittent flashing, rotating or moving light or have moving parts;
- have balloons or inflatable devices attached to or near them;
- be attached to trees;
- interfere with the safe and orderly movement of pedestrians or within the sight lines between pedestrians and/or vehicles;
- be located on any traffic control device or where it obscures, detracts from, or could be confused with a traffic control device;
- be placed on any physical roadway structure (bridges, guardrails, retaining walls, or concrete barriers);
- located on roadways (including paved shoulders, traffic circles, or traffic islands)
- be placed within the median along Highway 16A,
- be placed within hard surfaced medians,
- be placed upon the City Hall site; streets fronting City Hall or any City owned buildings, trees, fences or street furniture (public property);
- be placed in a park or playground (public property);
- look like a form of ballot in ads; or



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- exceed 3 m² (32 ft²) in sign face area.

Permitted Election Sign Size and Locations

1. Signs in grassed medians and on private property, with the consent of the property owner, shall:
 - Have a maximum sign face area of 0.6 m² (6.45 ft²)
 - Have a maximum height of 1m (3.28 ft.)
 - Example: 2 ft. high by 3 ft. wide or 3 ft. high by 2 ft. wide
2. Signs on private fences, with the consent of the property owner, shall:
 - Have a maximum sign face area of 3 m² (32 ft²)
 - Shall not exceed the height of the fence
3. Signs on a Road Right of Way shall:
 - Have a maximum sign face area of 3 m² (32 ft²)
4. Signs greater than 1 m (3.28 ft.) in height shall not be located within 30 m (98 ft.) of a signalized intersection, 15 m (49 ft.) of any other intersection or within 3 m (9 ft.) of the curb, also:
 - the superstructure of these larger signs must be designed so that safety is a key factor;
 - they may not be placed on any median; and
 - if driving large stakes into ground make sure you have contacted ALBERTA ONE CALL to ensure it is safe to do so in that location.

Recycling Election Signs

Candidates and residents with plastic or cardboard election signs are encouraged to recycle them at the Eco Centre, located at 50 Diamond Avenue.

Other Regulations

Please refer to the City of Spruce Grove's *Traffic Bylaw* and *Land Use Bylaw* for additional regulations regarding signage.

No person may willfully take down, cover up, deface, or otherwise damage an election sign that has been lawfully erected.

Any questions regarding election signs may be directed to Karen Majeau, Senior Development Officer II at 780-962-7589 or Lori Kustra, Supervisor of Development at 780-962-7623.



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Acknowledgement and Agreement

I hereby agree that I have read, understand and agree to comply with all the City of Spruce Grove election sign requirements:

Candidate Name: _____ Candidate Signature: _____

Phone Number: _____ Address: _____

E-mail: _____

Witness Name: _____ Witness Signature: _____

Date: _____

Sign captain or alternative contact:

Name: _____ Phone Number: _____

Upon completion please submit to the Planning and Development Department at 414 King Street, Spruce Grove.

The personal information on this form is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to support the enforcement of election signage requirements in the City of Spruce Grove. The personal information will be protected in accordance with Part 2 of the Act. If you have any questions collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-962-2611.