



2023 – Provincial Election  
**ELECTION SIGN ACKNOWLEDGEMENT FORM**  
CITY OF SPRUCE GROVE

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

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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 (45 ft.) **between the same** candidate's signs.
3. Candidates will be obligated to comply with the City of Spruce Grove's *Traffic Bylaw* 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.

**Important Dates**

- Election signs *may be* erected: commencing 12:01 am on election writ day (May 1, 2023)
- Election signs *must be* removed: within (5) days after the election (June 3, 2023)

**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);



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- look like a form of ballot in ads; or
- exceed 3 m<sup>2</sup> (32 ft<sup>2</sup>) 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 m<sup>2</sup> (6.45 ft<sup>2</sup>)
  - 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 m<sup>2</sup> (32 ft<sup>2</sup>)
  - 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 m<sup>2</sup> (32 ft<sup>2</sup>)
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 the Senior Development Officer at 780-962-7582.



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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: \_\_\_\_\_

Completed *Election Sign Acknowledgment Forms* must either be mailed to Planning and Development at 315 Jespersen Avenue, Spruce Grove, AB, T7Z 3E8, or dropped off at the City Hall drop box located at the east doors of 315 Jespersen Avenue.

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 for the 2023 election. 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.