

# Permanent Sign Permit Process

Submit your completed application with any supporting documents to the Planning Department, Box 970, Martensville SK, S0K 2T0. Or drop your submission off at 37 Centennial Dr. S..



The Planning Department determines whether the proposed signage meets the regulations set out in Martensville's Zoning Bylaw.



Applicant informed whether permit is granted or denied.  
  
In the case of approval, fees are owed to the City.

## Permit and License Fees

**Permanent signs:** \$30.00 for the first \$5,000 of sign construction value; Plus \$5.00 for every \$1,000 of sign construction value exceeding \$5,000.

City of Martensville  
Planning & Regulations

# PERMANENT SIGN REGULATIONS



## City of Martensville

Planning and Regulations Department  
City Hall  
37 Centennial Dr. S.

Phone: (306) 931-2166  
Fax: (306) 933-2468  
Email: [planningclerk@martensville.ca](mailto:planningclerk@martensville.ca)  
Website: [www.martensville.ca](http://www.martensville.ca)

Phone: (306) 931-2166

# Permanent Sign Regulations

Martensville residents and businesses place a high value on the community's appearance. To maintain an attractive appearance, the City regulates signs to avoid visual clutter, ensure traffic and pedestrian safety, enhance property values and business identity, and prevent the accumulation of litter and debris.

Various types of signs are regulated by the City, as per the Martensville Zoning Bylaw. This document can be obtained online at [www.martensville.ca](http://www.martensville.ca) or from the City Hall.

A Development Permit is not required for Permanent Signs. However, Permanent Signs require a sign permit. The value of the permit is based upon "construction value." Please see the back of this brochure for more information.

**This brochure contains information regarding *Commercial and Industrial Districts*. A separate brochure exists with guidelines for **Portable Signs**. Please refer to Martensville's Zoning Bylaw for additional regulations pertaining to:**

- Community Service and Mixed Districts
- Future Development Districts
- Park and Recreation Districts
- Residential Districts
- Neighbourhood Identification
- Sign Permit Denial and Revocation

## Commercial and Industrial Districts

### Free Standing Signs

- A free standing sign may be located within a required site, provided that it does not create an obstruction to vehicle or pedestrian traffic or a hazard to public safety.
- Free standing signs require a minimum vertical clearance of 3 metres above grade over any vehicle circulation area on the site.
- In the *C1 District*, one free standing sign is permitted per site, with a minimum width of 20 metres and a maximum height of 6 metres.
- In the *C1 District*, free standing signs may have a maximum of 5 square metres sign face area and 10 square metres total sign face area.
- In the *C2 and M Districts*, one free standing sign is permitted per site, with a maximum height of 10 metres.
- In the *C2 and M Districts*, free standing signs may have a maximum of 9 square metres sign face area and 18 square metres total sign face area.

### Projecting Signs

- In the *C1 District*, no projecting sign may project perpendicularly from the property line more than 3 metres or beyond a point 0.6 metres from the building side of the curb line, whichever is less.
- In the *C1 District*, no projecting sign may be suspended less than 2.6 metres above the surface of a public sidewalk or pedestrian right-of-way.
- Projecting signs may not exist more than 1.8 metres above the eaves or parapet of a supporting building.

### Roof Signs

- Roof signs are only permitted on a site's principal building and only one roof sign shall be permitted on each principal building.
- No portion of any roof sign may project beyond an exterior wall or parapet of the building upon which it is placed.

### Additional Sign Specifications

- Signs other than free standing signs require a minimum vertical clearance of 2.7 metres above grade, where they project more than 7.5 centimetres from the building face.
- No sign shall project beyond the property lines of the site to which it pertains; however the *C1 District* is exempt from this provision.
- **Awning signs** may not project more than 1.8 metres from the building face.
- **Illuminated signs** require an internal light source or an external light source that is shielded so the light is directed only at the face of the sign.

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