

Document Number:	3229
Document Name:	Rural Tourism and Business Directional Signs
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1.0 Purpose

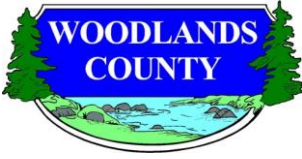
To provide rural tourism and businesses a regulatory approval process for directional signs that are uniform to the Alberta Governments, “Sign Up Alberta” program to be located within Woodlands County road right-of-way providing directional guidance for the traveling public.

2.0 Policy Details

Where a business owner can show that directional signs are beneficial for the successful operation of their business, they shall make a formal application to the Director of Infrastructure. The Director of Infrastructure shall consider each application and provide details on approval or denial and any requirements of the applicant.

3.0 Definitions

- 3.1 Directional Sign – a sign indicating the name and/or symbol relating to the development and the direction and distance to the development.
- 3.2 Director of Infrastructure – a representative of Woodlands County or his designate in control of the County road and right-of-way.
- 3.3 Roads – Pursuant to Section 16(1) and 18(1) of the Municipal Government Act a municipality has title, control, direction and management to all roads other than when another Act provides otherwise.
- 3.4 “County” means the Municipal Corporation of Woodlands County.



4.0 Procedures

4.1 Application for a directional sign shall be made to the Director of Infrastructure or his designate and shall be accompanied by:

- a. A completed application form;
- b. The fee payable for the application as outlined in the Fees Bylaw;
- c. A scale drawing of the sign, showing information being requested on the sign, and a map identifying the proposed location(s).

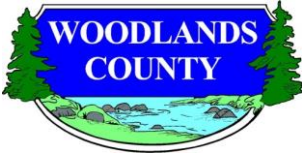
4.2 The applicant undertakes the following:

- a. To have the approved sign and post ordered and purchased through Alberta Traffic Supply or a company that meets Alberta's recognized sign standards similar to the "Sign Up Alberta" Program;

Example with both name and symbol, sign may include just the symbol:



- b. To provide the County with the approved directional sign(s) to be erected;
- c. To fully compensate the County for any expenditure incurred in erecting and installing the directional sign(s);
- d. Not to hold the County liable for any loss or expense resulting from the relocation, or amendment to, sign(s) within the road right-of-way or within a distance of 5m thereof, for whatever reason;
- e. Not to hold the County responsible for any damage to sign(s) within the road right-of-way, including damage caused by the road authority during construction, reconstruction, or maintenance of roads, unless negligence by the County can be proven;



- f. If the standards of signs change to such an extent that existing signs no longer comply with specifications, the right is reserved by the County to alter the sign at the expense of the owner/applicant to comply with set standards;
 - g. Any maintenance cost or replacement cost for signs in poor condition shall be recovered from the owner/applicant of the business;
 - h. If the directional sign(s) is no longer required, the owner/applicant of the business shall request the County to remove the sign(s). In such case the owner/applicant of the business shall be responsible for costs incurred in the inspection and removal thereof.
- 4.3 No signs other than municipally owned or approved shall be allowed within the limits of the municipality's road right-of-way.
- 4.4 Directional signage required near or at an intersection on an Alberta Numbered Highway, should be applied for through the Government of Alberta's "Sign Up Alberta" Program and/or Alberta Transportation.
- 4.5 Any signage requested on site of a Business or Tourism destination shall apply for a Development Permit and comply with Section 87 – Signs in the Woodlands County Land Use Bylaw.

5.0 Exhibits / Appendices / Forms

- Application Form

6.0 Related Policies

- *Municipal Government Act*
- *Traffic Safety Act*
- *Woodlands County Land Use Bylaw*