

Discretionary Temporary Signs: CLASS B

The following processes and definitions are to be followed when a sign is deemed to be Discretionary under section 12.4 of the Edmonton Zoning Bylaw 12800. This section describes two types of situations in which a sign may be discretionary: **1)** a sign is listed as a Discretionary Use in a zone, or **2)** a variance is required in order for it to be approved.

12.4 Class B Discretionary Development

This Class includes all developments for which applications are required and are for a Discretionary Use or require a variance to any of the regulations of this Bylaw. This Class of Permit also includes all applications on Sites designated Direct Control not noted in Section 12.3. (Reference Section 12.4 Edmonton Zoning Bylaw 12800).

An application that is considered to be discretionary (Class B) can be approved by the Development Officer subject to Notification (Approved with Notices), or the application can also be Refused.

Approved with Notices: *(example)*

On Site A, 5 signs are allowed, but additional signs could be allowed as discretionary. The Development Officer will review the site, if the sign meets the regulations of the bylaw with justification for the 6th sign, the Development Officer may "Approve with Notices". The applicant is required to provide to the development officer, in writing, the unnecessary hardship that will justify the need for a variance on this site. A variance would be documented in the decision, and the Development Officer may relax the relevant Section of the bylaw. The notification process would then start.

Class B approved decisions require that **Notices** be published in the Edmonton Journal as well as letters of notification be mailed to all property owners located within 60 meters of the subject property. The notice is also sent to the associated Community League, Business Revitalization Associations and local stakeholders. Notices are published in the Edmonton Journal on Tuesdays and Thursdays. The Notification period is for the duration of 14 days (not including weekends) from the date the Notification is first published in the Paper. There is a notification fee for this process in addition to the application fee (*Section 20 Notification of Issuance of Development Permits*). For fee information refer to Fee Listings: Development Permit and Compliance Fees at www.edmonton.ca. Any decision made regarding Class B approvals is regarding that specific application and does not create precedence for further applications of a similar nature.

Those affected by a development permit decision (**a Class B approved or refused decision**) have two weeks (14 days) to appeal the Development Officer's decision. An appeal must be submitted in writing to the Subdivision and Development Appeal Board.

21. Appeals

Subject to the provisions of the Municipal Government Act, any person applying for a Development Permit or affected by a Permit issued by the Development Officer, shall appeal the decision of the Development Officer to the Subdivision and Development Appeal Board by serving a written notice of appeal on the Subdivision and

Development Appeal Board within 14 days after notice of the decision or issuance of the Development Permit was given.

For more information about the Subdivision and Development Appeal Board (SDAB) and SDAB processes please visit: www.edmonton.ca/sdab

Link to the Edmonton Zoning Bylaw:

http://webdocs.edmonton.ca/InfraPlan/zoningbylaw/bylaw_12800.htm

Processing Times:

It takes approximately 6-8 weeks to process applications for discretionary Temporary Signs.

If you have any questions, please contact the Temporary Sign Team at

TemporarySigns@edmonton.ca