

FVRD Notification Signs

Applications to amend an Official Community Plan or to rezone a property will require a notification sign. The Fraser Valley Regional District (FVRD) will assist applicants in creating a sign that meets FVRD notification and design requirements. Detailed information on sign requirements can be found in the [Fraser Valley Regional District Development Procedures Bylaw No. 1377, 2016](#).

1. Design Specifications

- a) Notification signs shall be laid out substantially in accordance with the image and specifications below:

The diagram illustrates the layout of a notification sign. It is a rectangular sign with a white background and a green footer. The top left corner features the Fraser Valley Regional District logo. The top center contains two lines of text: "PRIMARY APPLICATION TITLE" and "SECONDARY APPLICATION TITLE". The middle left section is titled "LOCATION: CIVIC ADDRESS" and includes a sub-section for a brief statement of purpose. The middle right section is a grey box labeled "MAP". The bottom left section is titled "APPLICANT: NAME OF APPLICANT" and includes a "CONTACT: TEL. NUMBER OF APPLICANT" field. The footer is green with a blue banner that says "Get involved and have your say!" and contains icons for phone (1-800-528-0061), mouse (www.fvrd.ca), envelope (planning@fvrd.ca), and a person icon (DATE TIME PLACE).

- b) All sign installation, fabrication, lettering, and painting is to be to a professional standard
- c) The sign is to be on a minimum of ½ inch plywood, painted with white enamel or equivalent, and is to be approximately 4 feet by 8 feet

2.0 Installation Specifications

- a) The sign is to be placed on the land that is subject to the application and must be clearly visible from the fronting public road
- b) The sign shall be placed at the centre of the property frontage and 1 – 3 metres inside the property line or in a prominent location acceptable to the Director of Planning
- c) The sign is to be installed a minimum of 1.2 metres (4 feet) above ground level
- d) The Director of Planning may request the installation of more than 1 sign

3.0 Process

- a) The applicant will select a sign installer / sign printer and inform FVRD of their choice
- b) FVRD will create the sign and provide the proof to the sign company
- c) The applicant will pay for the sign and arrange for installation
- d) After installation the applicant will provide the FVRD with photos of the installed sign
- e) Signs must be removed from the land 48 hours after the conclusion of the public hearing