



The Province of British Columbia has a policy governing Service Clubs Community Signage and the following recommended procedure has been developed based on the process followed in the Southern Interior (Penticton BC).

1. Should a lodge decide to proceed with a community signage project, first contact the local Minister of Transportation and Infrastructure (MOTI) Development Manager, to determine if there is an existing permit the lodge can join or amend.

If there is no existing permit discuss MOTI specific requirements. As MOTI policy states only one permit will be issued and they will not issue permits for individual clubs, discuss what happens to existing signs, if anything. In the South Okanagan MOTI advised that once the permit was approved, if there were clubs that chose not to participate, any of their existing signs would be taken down.

2. Get a firm cost estimate for the logos and panels from a local company. Logos used in the sample drawing were 20 inches in diameter and the panels were 24 inches wide x 9 inches deep. Lodges may choose their own sign sizes but are requested to use the logo approved by Grand Lodge.
3. Also contact the local road maintenance company and get a firm price for the sign post construction, and installation of the signs themselves with all necessary hardware. The road maintenance company is responsible for sign erection on rights of way and have specific construction standards. It also has the final determination as to where signs may be placed. However consideration should be given to ensure they will not be damaged by road maintenance snow removal, provide as much exposure as possible, and placed in locations where drivers can see them in plenty of time and be able to safely pull off the road to read. Ideal locations are pullouts at each end of the community or community information panels.
4. Contact all the service clubs in the community to advise them of the project, and at what cost. Note: the Legion is a service club — churches are not.
5. Ensure clubs that already have signs know that they can move their existing signs and only have to pay for their share of the posts and installation. Also remind them of any policy information you may have learned from the Development Manager regarding removal of existing signs not part of the group sign.
6. Keep in mind that most clubs only meet once a month (and they don't all meet in the summer), be patient and give them ample time to discuss with their membership for approval or not.
7. Also keep in mind that each post can accommodate only so many signs and that if they are too much bigger than described above (item 2) the top ones will be too high to read.
8. Once you have as many clubs on board as possible, file the permit with the required drawing and proposed locations. MOTI in the South Okanagan indicated that the permit process can take up to 6 weeks, depending on how many applications are in the system.
9. Once the permit is approved advise all parties to get their signs made and to provide them to the brother charged with this project, along with fees for the posts and installation.

Once all the signs are made and gathered together by him and he has all the money to pay for the posts, he should then take them to the road maintenance company for installation.

Grand Lodge Community Relations Committee, 2016

Policy Manual For Supplemental Signs



Ministry of Transportation
Engineering Branch

Manual Release Date: December 2001

Last Update: October, 2005

Service Club Signs

POLICY

The Ministry will permit groups of service clubs to erect standardized joint signs in pullouts on highway rights-of-way at the entrances to their host communities.

(Note "Traffic Plan 18-8" is OBSOLETE & cancelled)

BACKGROUND

The signs inform the travelling public which service clubs are active in the communities they are entering. Permits will not be issued for individual service club signs. For the purposes of this policy, Canadian Legions are considered to be service clubs.

PROCEDURES

Application

➤ Applications for permits must be made to the District Highways Manager (DHM). Applications should include a sketch of the proposed sign locations.

➤ One club must represent all the interested service clubs in an area. If approved, permits will be issued in the names of the applicant clubs. Additional panels can be added to existing service club signs without permit revisions, but must be approved by the DHM.

➤ If host communities are involved in Community Entrance Signing Programs, service club signs must be a part of those programs and separate applications will not be approved.

Erection & Maintenance

All the service clubs identified on the signs are responsible for coordinating production, erection and maintenance of the signs.

Sign Specifications

Signs should be limited to 120cm wide by 15cm high for each club.

The number of panels per sign is generally unrestricted, however the District Highways Manager may order two separate assemblies if the number of panels becomes unreasonable.

All signs must be installed in accordance to the Standard Specification for Highway Construction.



ORION No. 51 - 1st WED @ 7:30
416 WESTMINSTER AVE
orion51@freemasonry.bcy.ca



PENTICTON SHRINE No. 20
1st FRIDAY @ 6:00 PM
DAYS INN CONFERENCE ROOM



O.E.S. EDINA No. 33
2nd WEDNESDAY @ 7:30 PM
416 WESTMINSTER AVE



FOR FUTURE USE
ADDRESS
250-000-0000



PENTICTON 147 - 4th THURS @ 7:30
416 WESTMINSTER AVE.
E-Mail



ELKS LODGE No. 51
343 ELLIS STREET
250-492-2949



ROTARY INTERNATIONAL
ADDRESS
250-000-0000



KIWANIS INTERNATIONAL
ADDRESS
250-000-0000



LIONS INTERNATIONAL
ADDRESS
250-000-0000