



**Safety Media**  
Fire & Life Safety Essentials

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1-800-420-9737

## **Regulatory Fire & Safety Signage**

### **Ottawa, Ontario**

#### **Fire Routes**

##### **Fire Routes Bylaw**

[https://documents.ottawa.ca/sites/documents.ottawa.ca/files/documents/fire\\_route\\_bylaw\\_en.pdf](https://documents.ottawa.ca/sites/documents.ottawa.ca/files/documents/fire_route_bylaw_en.pdf)

- Not less than 45cm in height and not less than 30cm in width
- Bear the markings and message that the area is a fire route where parking is prohibited and include double arrows, unless at the end of a fire route where single arrows shall be included
- Include, in black letters of a minimum height of 4.0cm
  - English message: "FIRE ROUTE"
  - French message: "ROUTES DES POMPIERS", below the English message

\*text in figure is, in order from top to bottom:

- Black legend, arrows and border



- White background
- 2.5cm red annular band
- 2cm red interdictory stroke
- Black "P"



<https://ottawa.ca/en/traffic-and-parking-law-no-2017-301/part-b-parking-private-property-and-city-property>

- Where an owner or occupant of property affected by this part of the by-law has posted signs stating conditions on which a motor vehicle may be parked or left on the property or prohibiting the parking or leaving of a motor vehicle on the property, a motor vehicle parked or left on the property contrary to such conditions or prohibition shall be deemed to have been parked or left without consent

- Signs should quote "Bylaw 2017-301"

See information under [No Parking](#)



## No Smoking

### Smoke Free Workplace Bylaw

<https://ottawa.ca/en/smoke-free-workplace-law-no-2001-149>

- White background with the circle and the interdictory stroke in red
- Include text "City of Ottawa By-law/Règlement municipal de la Ville d'Ottawa" in letters and figures at least 5% of the diameter of the circle in the symbol
- Diameter of the circle in the symbol is not less than 10cm
- Symbol is a cigarette

### Smoke Free Public Places Bylaw

<https://ottawa.ca/en/smoke-free-public-places-law-no-2001-148#section-4-7-signs>

- White background with the circle and the interdictory stroke in red
- Include text "City of Ottawa By-law/Règlement municipal de la Ville d'Ottawa" in letters and figures at least 5% of the diameter of the circle in the symbol
- Diameter of the circle in the symbol is not less than 10cm when posted at the entrance of a public building
- Symbol is a cigarette
- Directional arrows may be added if necessary

Diameter requirements based on maximum viewing distance:

- 3m or less → 10cm
- 6m or less → 15cm
- 12m or less → 20cm
- 24m or less → 30 cm
- 48m or less → 40cm
- 72m or less → 60cm

## No Dumping

### Customer Service Centre, 613-580-2400

- No specific requirements for a No Dumping sign



- Usually requested through the city

See information for permanent signs on private property under [Other](#)

## Underground Parking

### ***Parking, Queuing and Loading Provisions***

<https://ottawa.ca/en/part-4-parking-queuing-and-loading-provisions-sections-100-114>

- Exit designs follow what is required in the Building Code
- No specific mention of signage in design standards and zoning bylaw provisions

### **Building Code Extracts**

[http://tnb.ca/en/brands/emergi-lite/files/EL\\_NBC%20BUILDING%20CODE\\_EN.pdf](http://tnb.ca/en/brands/emergi-lite/files/EL_NBC%20BUILDING%20CODE_EN.pdf)

Every exit door shall have an exit sign placed over it or adjacent to it if the exit serves

- A building that is 3 storeys in building height
- A building having an occupant load of more than 150
- A room or floor area that has a fire escape as part of a required means of egress

Every exit sign shall:

- Be visible on approach to the exit
- Consist of a green pictogram and a white or lightly tinted graphical symbol meeting the colour specifications referred to in ISO 3864-1, "Graphical symbols – Safety colours and safety signs – Part 1: Design principles for safety signs in workplaces and public areas," and c) conform to the dimensions indicated in ISO 7010, "Graphical symbols – Safety colours and safety signs – for the following symbols (see A-3.4.5.1.(2)(c))
  - i) E001 emergency exit left,
  - ii) E002 emergency exit right,
  - iii) E005 90-degree directional arrow, and
  - iv) E006 45-degree directional arrow.
- Internally illuminated exit signs shall be continuously illuminated and
  - Where illumination of the sign is powered by an electrical circuit, be constructed in conformance with CSA C22.2 No. 141, "Emergency Lighting Equipment,"
  - Where illumination of the sign is not powered by an electrical circuit, be constructed in conformance with CAN/ULC-S572, "Photoluminescent and Self-Luminous Signs and Path Marking Systems."



- Externally illuminated exit signs shall be continuously illuminated and be constructed in conformance with CAN/ULC-S572, "Photoluminescent and Self-Luminous Signs and Path Marking Systems." (See A-3.4.5.1. (4)
- The circuitry serving lighting for externally and internally illuminated exit signs shall a) serve no equipment other than emergency equipment, and b) be connected to an emergency power supply as described in Sentences 9.9.12.3.(2), (3) and (7).
- Where no exit is visible from a public corridor, from a corridor used by the public, or from principal routes serving an open floor area having an occupant load of more than 150, an exit sign conforming to Clauses (2)(b) and (c) with an arrow or pointer indicating the direction of egress shall be provided

## Fire Safety Plan Box Provisions

### **Ottawa Fire Services**

613-580-2424 x 15371

Gwen Lewis, Assistant Division Chief of Ottawa Fire Services

- Ottawa does not have a bylaw for lock boxes or fire safety plan boxes
- Toronto boxes are acceptable

## Accessibility Guidelines

### **Ottawa Accessibility Design Standards**

[https://documents.ottawa.ca/sites/documents.ottawa.ca/files/documents/accessibility\\_design\\_standards\\_en.pdf](https://documents.ottawa.ca/sites/documents.ottawa.ca/files/documents/accessibility_design_standards_en.pdf)

### **Designated Parking Spot Requirements:**

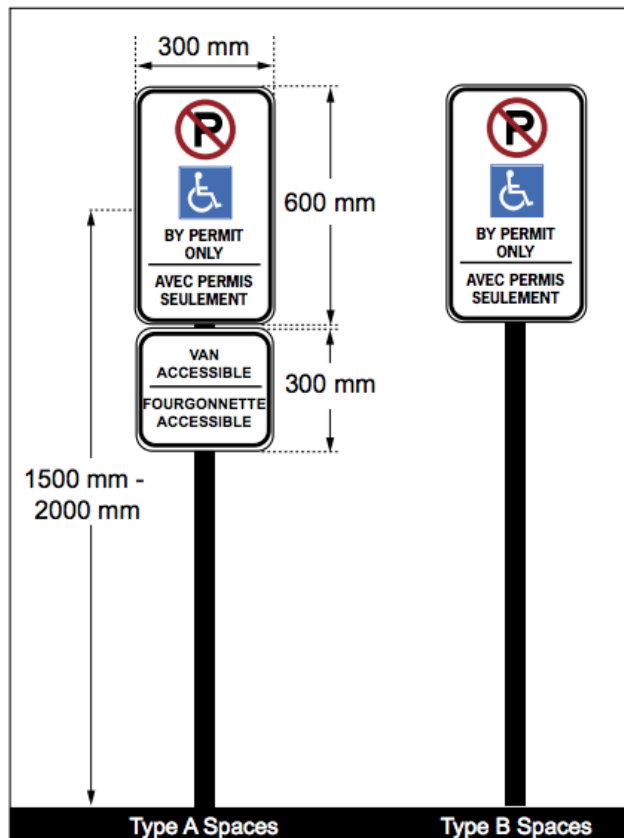
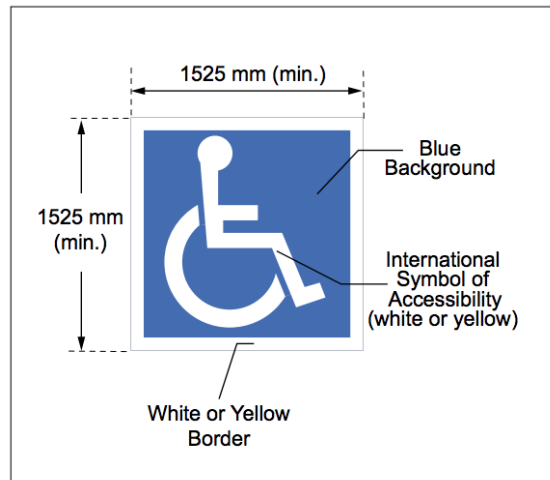
- Mark with the International Symbol of Accessibility
- 300mm wide by 600mm high (minimum)
- High tonal contrast between sign and background environment
- Text must be compliant with City By-law requirements
- Provide additional bilingual signage that identifies Type A spaces as "van accessible/fourgonnette accessible"



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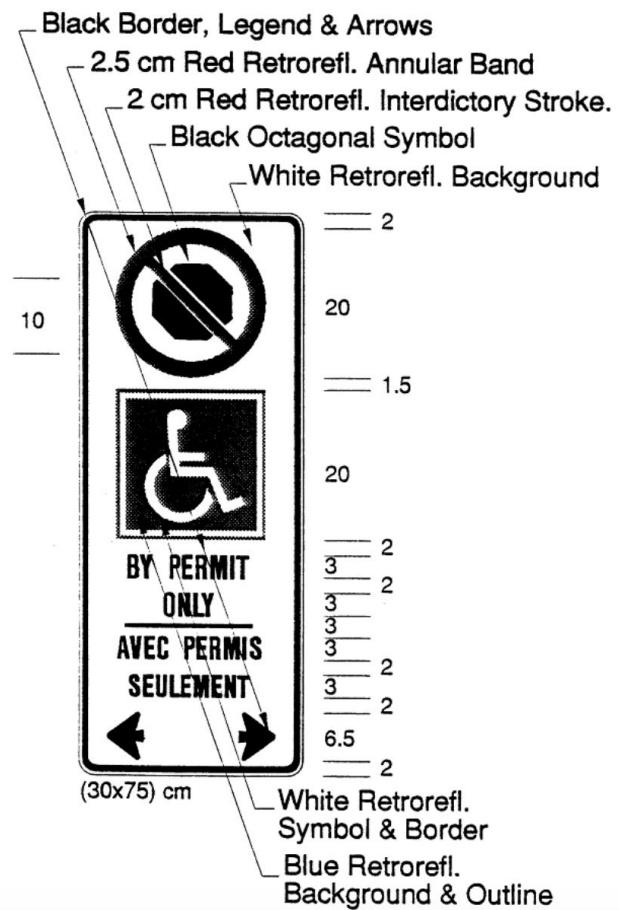


## City Bylaw Requirements - under the Highway Traffic Act

Ontario Regulation 581, Section 11

<https://www.ontario.ca/laws/regulation/900581/v1>

- 
- BLACK LETTER "P", LEGEND, BORDER AND STRIP  
 2 cm RED REFL. ANNULAR BAND  
 1.5 cm RED REFL. INTERDICTORY STROKE  
 WHITE REFL. BACKGROUND
- 4.7  
 7.5 15  
 3  
 12.5  
 3.5  
 3  
 1  
 3  
 2.5  
 3  
 1  
 3  
 4.8
- (30x60) cm
- WHITE REFL. BACKGROUND AND OUTLINE  
 WHITE REFL. SYMBOL AND BORDER







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#### Signage and Wayfinding Requirements:

- Signs have a matte, eggshell or non-glare finish
- Colour contrast between signage and mounting surfaces

International Symbol of Accessibility - to designate as

accessible





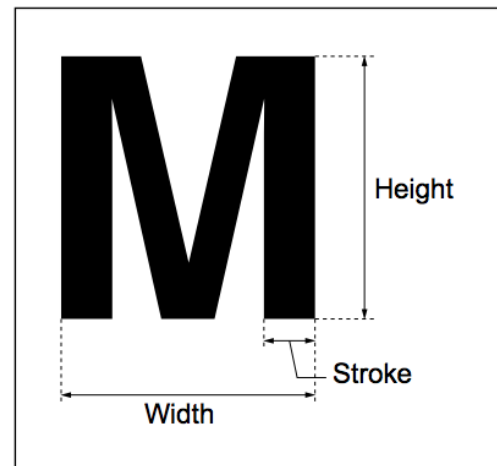


## Character Features and Sizes:

- Text characters are sans serif font type and have Arabic numerals
- All text provided must be bilingual
- Width-to-height ratio between 3:5 and 1:1
- Provide stroke-width-to-height ratio between 1:5 and 1:10
- Characters may not be italic, oblique, script, highly decorative or of other unusual forms
- In high tonal contrast with background surface
- Use an uppercase X for character measurement

## Minimum Character Height, per Viewing Distance:

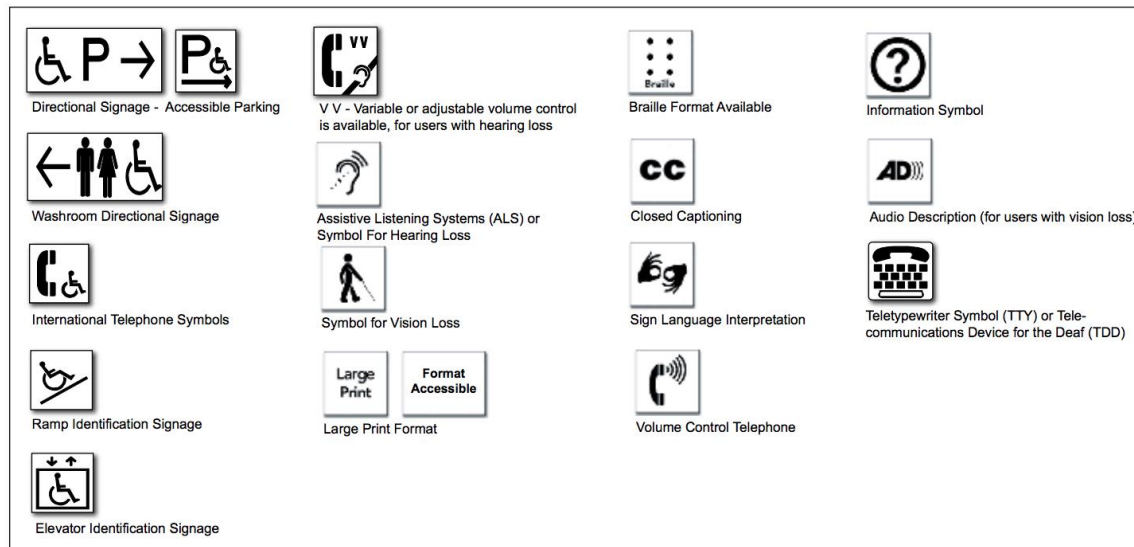
Minimum Character Height (mm)	Maximum Viewing Distance (mm)
200	6,000
150	4,600
100	2,500
75	2,300
50	1,500
25	750





## Pictograms and Symbols

- Pictograms have a field height of 150mm (minimum)
- Text descriptors and braille are included directly below the pictogram field
- High tonal contrast between pictogram and field
- Use the International Symbol of Accessibility to identify accessible features



## Braille

- Uncontracted braille (Grade 1) bilingually
- Braille dots have a domed or rounded shape
- Braille is located immediately below the corresponding text
  - If multi-lined text, braille is placed below the entire text

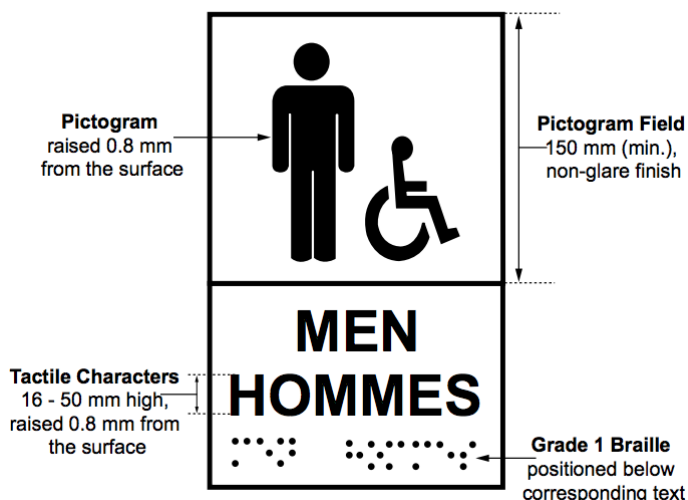
## Tactile Signage - Text Characters and Pictograms

- Raised between 0.8 to 1.5mm above the surface
- Edges are gently rounded
- High tonal contrast between characters and background surface
- Accompanied by equivalent description in bilingual braille
- Pictograms must be 150mm (minimum) high
- Text characters must follow:



- Sans serif font and Arabic numerals
- Text is bilingual
- Height is between 16 and 50mm
- Entirely uppercase lettering

Other?



**General Sign Bylaw Requirements for Permanent Signs on Private Property (Per Zone)**

[https://documents.ottawa.ca/sites/documents.ottawa.ca/files/perm\\_signs\\_bylaw\\_en.pdf](https://documents.ottawa.ca/sites/documents.ottawa.ca/files/perm_signs_bylaw_en.pdf)

**Ground Signs**

Table 2A: SIZE, HEIGHT, ILLUMINATION AND LOCATION REQUIREMENTS FOR INFORMATION GROUND SIGNS								
<ul style="list-style-type: none"><li>In column II ("Use"), R=Residential Use, O=Other (Non-Residential) Use</li><li>In column III ("Maximum Area"), unless otherwise indicated, maximum area is per sign.</li><li>The shaded areas in this table denote that the sign(s) regulated by the table are not permitted in the particular zone or use that is shaded.</li></ul>								
I	II	III	IV	V	VI			VII
Zone	Use	Max Area (m <sup>2</sup> )	Max Height (m)	Illumi- nation	Setbacks (m)			Additional Regulations/ Endnotes
					Front	Side	Rear	
RESIDENTIAL ZONES								
R1	R							
R2	O	0.2	1.5	no	1	1.5	1.5	
R3	R							1,2
	O	0.2	1.5	no	1	1.5	1.5	
R4	R							1,2
R5	O	0.2	1.5	external	1	1.5	1.5	
RM	R							
	O	0.2	1.5	no	1	1.5	1.5	
RR	R							1,2
	O	0.2	1.5	no	1	1.5	1.5	
V1	R							



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**Table 2A: SIZE, HEIGHT, ILLUMINATION AND LOCATION REQUIREMENTS FOR INFORMATION GROUND SIGNS**

<ul style="list-style-type: none"> <li>In column II ("Use"), R=Residential Use, O=Other (Non-Residential) Use</li> <li>In column III ("Maximum Area"), unless otherwise indicated, maximum area is per sign.</li> <li>The shaded areas in this table denote that the sign(s) regulated by the table are not permitted in the particular zone or use that is shaded.</li> </ul>								
I	II	III	IV	V	VI			VII
Zone	Use	Max Area (m <sup>2</sup> )	Max Height (m)	Illumi-nation	Setbacks (m)			Additional Regulations/ Endnotes
					Front	Side	Rear	
	O	0.2	1.5	no	1	1.5	1.5	
V2	R							1,2
V3	O	0.2	1.5	external	1	1.5	1.5	
<b>INSTITUTIONAL and LEISURE ZONES</b>								
RI	All	0.5	1.5	yes	1	1.5	1.5	3
I1	All	0.5	1.5	yes	1	1.5	1.5	
I2	All	1	3	yes	1	1.5	1.5	3
L1	All	0.5	1.5	yes	1	1.5	1.5	
L2	All	1	3	yes	1	1.5	1.5	3
L3	All	0.2	1.5	external	1	1.5	1.5	

**Table 2A: SIZE, HEIGHT, ILLUMINATION AND LOCATION REQUIREMENTS FOR INFORMATION GROUND SIGNS**

<ul style="list-style-type: none"> <li>In column II ("Use"), R=Residential Use, O=Other (Non-Residential) Use</li> <li>In column III ("Maximum Area"), unless otherwise indicated, maximum area is per sign.</li> <li>The shaded areas in this table denote that the sign(s) regulated by the table are not permitted in the particular zone or use that is shaded.</li> </ul>								
I	II	III	IV	V	VI			VII
Zone	Use	Max Area (m <sup>2</sup> )	Max Height (m)	Illumi-nation	Setbacks (m)			Additional Regulations/ Endnotes
					Front	Side	Rear	
T2	All	0.5	1.5	yes	1	1.5	1.5	3
<b>OTHER ZONES</b>								
DR	R							
	O	0.2	1.5	no	1	3	1.5	
IH								
RG								
RH	All	1	3	yes	1	1.5	1.5	3
<b>RURAL ZONES</b>								
RU	R							
AG								
ME	O	0.5	1.5	yes	1	1.5	1.5	
MR								
<b>TRANSPORTATION ZONES</b>								
T1	All	1	3	yes	1	1.5	1.5	3



Table 1A: SIZE, HEIGHT, ILLUMINATION AND LOCATION REQUIREMENTS FOR IDENTIFICATION GROUND SIGNS									
<ul style="list-style-type: none"><li>In column II ("Use"), R=Residential Use, O=Other (Non-Residential) Use</li><li>In column III ("Maximum Area"), unless otherwise indicated, maximum area for Non-Residential zones is per street frontage; for Residential zones, is the total area permitted for the property.</li><li>The shaded areas in this table denote that the sign(s) regulated by the table are not permitted in the particular zone or use that is shaded.</li></ul>									
I	II	III	IV	V	VI			VII	VIII
Zone	Use	Max Area (m <sup>2</sup> )	Max Height (m)	Illumination	Setbacks from property lines (m)			Message Centre	Additional Regulations/ Endnotes
					Front	Side	Rear		
RESIDENTIAL ZONES									
R1	R								2,8
R2	O	2	1.5	no	1	3	1.5	yes	
R3									
R4	R								1,2,8
R5	O	3	2	external	1	1.5	1.5	yes	
RM	R								1,8
	O	2	1.5	no	1	3	1.5	yes	
RR	R								8
	O	2	1.5	no	1	3	1.5	yes	
V1	R								8
	O	2	1.5	no	1	3	1.5	yes	
V2	R								8
	O	2	1.5	no	1	3	1.5	yes	
V3	R								1,8
	O	3	2	external	1	1.5	1.5	yes	
INSTITUTIONAL and LEISURE ZONES									
RI	All	7	3	yes	1	1.5	1.5	yes	3
I1	All	5	3	yes	1	1.5	1.5	yes	10
I2	All	7	3	yes	1	1.5	1.5	yes	3
L1	All	5	3	yes	1	1.5	1.5	yes	3
L2	All	7	3	yes	1	1.5	1.5	yes	3
L3	All	3	2	external	1	1.5	1.5	yes	3
OPEN SPACE and ENVIRONMENTAL PROTECTION ZONES									
O1	All	5	3	yes	1	1.5	1.5	yes	8
EP	All	2	1.5	no	1	3	1.5	no	

Wall signs





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- Cannot project more than 0.5m from the wall

**Table 3A: SIZE, ILLUMINATION AND LOCATION REQUIREMENTS FOR IDENTIFICATION AND INFORMATION WALL SIGNS AND LOGO SIGNS**

- In column II ("Use"), R=Residential Use, O=Other (Non-Residential) Use
- The shaded areas in this table denote that the sign(s) regulated by the table are not permitted in the particular zone or use that is shaded.

I	II	III	IV	V	VI	VII	VIII
Zone	Use	Identification wall sign		Logo sign		Information wall sign	Additional Regulations/Endnotes
		Max Area (m <sup>2</sup> or % of wall)	Illumination	Max Area (% of top storey)	Illumination		
<b>RESIDENTIAL ZONES</b>							
R1	R						6
	O	0.5	no				
R2	R						6
	O	0.5	no				
R3	R						6
	O	10%	no				
R4	R						1,2,6
	O	10%	external	5%	no		
R5	R						1,2,6
	O	10%	external	5%	no		
RM	R						
	O	10%	no				
RR	R						
	O	0.5	no				
V1	R						
	O	0.5	no				
V2	R						
	O	10%	external				
V3	R						1,2
	O	10%	external	5%	no		
<b>INSTITUTIONAL and LEISURE ZONES</b>							
RI	All	20%	yes	10%	no	yes	1,3
I1	All	15%	yes	5%	no	yes	3
I2	All	20%	yes	10%	no	yes	1,3
L1	All	15%	yes	5%	no	yes	3
L2	All	20%	yes	10%	no	yes	1,3
L3	All	10%	external	5%	no		1
<b>OPEN SPACE and ENVIRONMENTAL PROTECTION ZONES</b>							



Table 3A: SIZE, ILLUMINATION AND LOCATION REQUIREMENTS FOR IDENTIFICATION AND INFORMATION WALL SIGNS AND LOGO SIGNS							
<ul style="list-style-type: none"> <li>In column II ("Use"), R=Residential Use, O=Other (Non-Residential) Use</li> <li>The shaded areas in this table denote that the sign(s) regulated by the table are not permitted in the particular zone or use that is shaded.</li> </ul>							
I	II	III	IV	V	VI	VII	VIII
Zone	Use	Identification wall sign	Logo sign		Information wall sign		Additional Regulations/
O1	All	10%	yes	5%	no	yes	1
EP	All	0.5	no				
<b>MIXED-USE and COMMERCIAL ZONES</b>							
LC	All	10%	external	5%	no	yes	1,3,5
TM	All	20%	yes	10%	no	yes	1,3,4,5,7,8,9,10
AM	All	25%	yes	15%	yes	yes	1,3,4,5,7,8
TD	All	25%	yes	15%	yes	yes	1,3,4,5,7,8
MD	All	25%	yes	15%	yes	yes	1,3,4,5,7,8
MC	All	25%	yes	15%	yes	yes	1,3,4,5,7,8
GM	All	25%	yes	15%	yes	yes	1,3,4,5,7,8
VM	All	20%	yes	10%	no	yes	1,3,4,5,7,8
RC	All	25%	yes	15%	yes	yes	1,3,4,5,7,8
<b>INDUSTRIAL ZONES</b>							
IP	All	20%	yes	10%	yes	yes	1,3,5,11
IG	All	25%	yes	15%	yes	yes	1,3,5
IL	All	25%	yes	15%	yes	yes	1,3,5
IH	All	25%	yes	15%	yes	yes	1,3,5
RG	All	25%	yes	15%	yes	yes	1,3,5
RH	All	25%	yes	15%	yes	yes	1,3,5
<b>RURAL ZONES</b>							
RU	R						3
AG							
ME	O	15%	yes			yes	
MR							
<b>TRANSPORTATION ZONES</b>							
T1	All	25%	yes	15%	yes	yes	1,3
T2	All	25%	yes	15%	no	yes	1,3
<b>OTHER ZONES</b>							
DR	R						
	O	0.5	no				

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