

# **SIGNS AND OUTDOOR DISPLAY** **Part 10**

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CHAPTER **1**

# Scope and General

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1.1 PURPOSE AND SCOPE

- 1.1.1 The purpose of this part of the Code is to provide minimum standards to safeguard life, health, property and public welfare by regulating and controlling the design, location, construction and maintenance of signs and outdoor display structures. The requirements of the Code cover the spatial, structural and fire safety aspects of signs located on, within or outside the building. Official traffic signs erected on roads and highways are not covered by this Code.
- 1.1.2 The regulations of this Code are not intended, and shall not be understood to permit violation of the provisions of other ordinances, regulations or official requirements in force at or near railway stations, roads, railways, terminals or other places controlled by public agencies having jurisdiction to formulate such regulations.
- 1.1.3 No sign shall be erected in a manner that would confuse or obstruct the view or interfere with official signs, signals or devices installed for the purpose of guiding or controlling road, rail, marine or air traffic.

1.2 TERMINOLOGY

This section provides an alphabetical list of the terms used in and applicable to this part of the Code. In case of any conflict or contradiction between a definition given in this section and that in Part 1, the meaning specified in this part shall govern for interpretation of the provisions of this part.

ALLEY : Public way having a width between 2.5 m and 4 m that has been dedicated to public use.

APPROVED PLASTIC : Plastic materials that conform to the requirement of Sec 2.2.5.

DISPLAY SURFACE : The area used to display the advertising message in a sign structure.

ILLUMINATED DISPLAY : The display of signs with continuous or intermittent illumination of various intensity.



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**MARQUEE** : A roofed structure attached to and supported by a building and projecting beyond building line or property line.

**NONCOMBUSTIBLE MATERIAL** : A material no part of which ignites or burns when subject to fire. Any material conforming to ASTM E136 shall be considered noncombustible.

**PUBLIC PASSAGE** : A public way having a width less than 2.5 m.

**PUBLIC PROPERTY** : The land property which has been dedicated or deeded to the public for use.

**1.3 CLASSIFICATION OF SIGNS**

For the purpose of this Code, and the regulations and provisions thereof, outdoor displays shall be classified into one of the following types of sign.

**BALCONY SIGN** : An advertising sign attached to, hung from or posted on a balcony or verandah of a building.

**COMBINATION SIGN** : An outdoor sign incorporating any combination of features of other signs.

**ELECTRIC SIGN** : An outdoor advertising display sign, usually animated, wired for lights or luminous tubing and containing other electric fittings, excluding those illuminated by external light source. They shall meet the requirements of the provisions of this Code governing ground, roof, wall, projecting, marquee or other sign as set forth below, depending upon where the electric signs are built.

**FIN SIGN** : An outdoor sign affixed to the wall or exterior surface of a building with the plane of the sign perpendicular to or at an angle with the building surface projecting more than 300 mm from the surface, the property line or the building line.

**GROUND SIGN** : An outdoor advertising display sign painted or otherwise displayed on the ground, supported by a pole or a structure erected independently on the ground, or mounted on a vehicle or mobile structure.

**MARQUEE SIGN** : A projecting sign attached to or hung from a marquee canopy or covered structure projecting from and supported by a building and extending beyond the building line or property line.

**PROJECTING SIGN** : An outdoor sign other than a wall sign affixed to the wall or exterior surface of a building, with the exposed face of sign in a plane parallel to the wall surface projecting more than 300 mm from the building surface, building line or property line.

**ROOF SIGN** : An outdoor sign painted on the roof surface or erected upon or above a roof or parapet of a building.

**TEMPORARY SIGN** : Any sign, banner, pendant or other display constructed of cloth, canvas, fabric, cardboard, bamboo or other light material, with or without a structural frame, intended to be displayed for a limited period only. They shall include signs on gas filled balloons afloat in the air, free or anchored to the ground or a structure, signs or words traced by smoke emitted by flying aircraft or a stationary source and signs tied to a flying aircraft.

**WALL SIGN** : An outdoor sign directly painted on or pasted or attached to or erected against the wall or exterior surface of a building, projecting not more than 300 mm from the wall.

**1.4 APPLICATION AND PERMIT**

**1.4.1 Requirement of Permit**

No sign shall be erected, re-erected, constructed, altered or maintained except as provided by this Code. A written permit shall be obtained from the Authority for all signs except those exempted from such permit in Sec 1.4.2.

**1.4.2 Exemptions**

Signs or alterations of signs described in this section and its subsections shall be exempted from the requirement of a permit. These exemptions shall not be construed as relieving the owner of the sign from the responsibility of ensuring compliance with the provisions of this Code or other regulations or laws pertaining to signs.

The following works may be undertaken on existing signs without a permit :

- i) Changing of the advertisement copy or message on a painted or printed sign only. Except for cinema or theatre marquee signs or similar signs specifically designed for replaceable copy, electric signs shall not be included in this exemption.
- ii) Cleaning, painting or repainting of a sign or sign structure not involving any structural alteration.



The following signs may be erected without a written permit :

- i) Signs, the top of which is less than 2 m above grade .
- ii) Signs exhibited within the window of a building provided they do not affect the light and ventilation of the building.
- iii) Signs relating to the trade or business carried on within the premises on which such signs are displayed or notices of meeting or sale etc. to be held within the premises.
- iv) Signs painted or pasted on buses or other public transport vehicles provided that no part of such signs projects beyond the body of the vehicles.

In addition, no permission shall be required for signs covered by the provisions of Sec 1.4.2.1, 1.4.2.2, 1.4.2.3 and 1.4.2.4.

**1.4.2.1 Wall Signs :** Wall signs listed below shall not require a permit :

- a) Shop Signs : Signs erected over a display window or entrance of a shop or business establishment which announce the name of the shop and the business carried on provided such signs are less than 1 m in height.
- b) Building Names : Wall signs erected on public or private buildings which announce the name of the establishment and the nature of occupancy .
- c) Name Plates: Any wall sign less than 0.5 m<sup>2</sup> in area announcing the name and identity of the occupier.
- d) Boundary Signs : Any wall sign less than 0.5 m<sup>2</sup> in area erected on boundary walls or fences surrounding the premises, or on other ornamental fences, announcing the identity of the premises.

**1.4.2.2 Ground Signs Erected on or Visible from Highways :** Ground signs erected on or visible from the highways bearing warning, cautionary, informative, identifying and temporary advertising messages of the following description shall not require a permit. When placed on highways these ground signs shall conform to the requirements of Sec 1.6.3.

- a) Official warning signs, traffic directions and notices displayed on the highway by public authorities or by the requirement of a judicial order.

Examples :

সামনে গতিরোধক

FERRY AHEAD

- b) Direction indicators to places of public service.

Examples :

POLICE STATION

PETROL PUMP

- c) Signs bearing names of places

Examples :

সোনার গাঁও

SHERPUR TOWN

- d) Defence warning signs.

Example :

SHOOTING RANGE

- e) Private warning signs not more than 0.2 m<sup>2</sup> in area.

Examples :

প্রবেশ নিষেধ

PRIVATE ROAD

- f) Signs not more than 0.2 m<sup>2</sup> in area placed sufficiently clear of the carriageway showing direction to a private property.



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- g) Signs bearing identification, direction or warning messages with respect to the premises on which they are displayed, not exceeding 0.2 m<sup>2</sup> in area.

Examples :

শান্তি কুটির

MIND THE STEP

কুকুর হইতে সাবধান

- h) Advertising signs relating to businesses, trades or professions carried out in the buildings on which they are displayed, limited to one sign not exceeding 0.3 m<sup>2</sup> in area for each business, trade or profession.
- i) Identification signs relating to educational, medical, social, religious, cultural, recreational or similar institutions, hotels, blocks of flats, hostels, rest houses etc. situated on the premises on which such signs are displayed, limited to one sign not exceeding 1.2 m<sup>2</sup> in area for each such institution.
- j) Temporary advertisements relating to the sale or rent of the premises on which they are displayed, limited to one sign not exceeding 2 m<sup>2</sup> in area for each sale or rent.
- k) Advertisements announcing sale of goods or livestock, limited to one sign not exceeding 1.2 m<sup>2</sup> in area, displayed on the land or premises where such sale is held or goods or livestock are situated.
- l) Advertisements relating to construction works in progress on the land on which the sign is displayed not exceeding 2 m<sup>2</sup> in area.
- m) Signs announcing noncommercial local events of a religious, cultural, recreational or educational character, limited to a total of 0.6 m<sup>2</sup> of display on any premises on which such events are to take place.

**1.4.2.3 Temporary Signs :** Temporary signs of the following character shall not require a permit :

- a) Construction site signs displaying the owner or builder's identity or the project description.
- b) Special and decorative displays used for festivities, fairs, circuses, public demonstrations or promotion of civic welfare and charitable activities, provided such displays do not involve the use of electricity.

**1.4.2.4 Other Displays :** Signs displayed on the concerned premises meeting the general requirements of Table 10.1.1 and conforming with the other requirements of this Code shall not require a permit.

### 1.4.3 Application for Permit

Application for a sign permit shall be made in writing by the erector of the sign and the owner/lessee of the premises or site where the sign is to be erected on prescribed form (Appendix A). The application shall be accompanied by the following information:

- a) Full specification of the sign in a sketch showing the length, height and weight of the sign, and, where applicable, number and disposition of electric lights and fittings and wiring diagram.
- b) A location plan showing the position of the sign on the site, an elevation showing the sign in relation to the facade and detail drawing of the sign.
- c) Detail drawings of the sign structure indicating the size of all members and the foundation and, if required by the Authority, design calculations of the structure.
- d) Any other information as may be required by the Authority.
- e) Required fee as may be decided by the Authority from time to time.

### 1.4.4 Condition for Grant of Permit

The grant of permit or licence to erect signs shall be subject to the following conditions :

- a) An application for the grant of permit shall be made to the Authority in the manner prescribed in this Code.
- b) The applicants must possess right over the property, building or premises upon which the sign is proposed to be erected either by way of ownership or by lease.
- c) The permission shall be granted at any one time for a period not exceeding three years, on expiry of which the Authority shall have the right to have the sign removed at the erector's expense unless a renewal of the permit has been obtained.
- d) A permit shall be renewed only upon continued satisfaction of all the conditions under which the original permit was issued.



Table 10.1.1  
Signs Displayed on Concerned Premises which shall not Require a Permit (Sec 1.4.2.4)

| Description  | Example  | Number Permitted  | Dimensional Limits   | Maximum Size of Letters, Symbols etc.    | Maximum Height Above Grade to Top of Sign | Electrification Restriction   | Other Special Requirements  |
|--|--|---|--|--|---|---|---|
| Identification signs of public undertakings  | FIRE BRIGADE                                   | As required   | As required  | As required                              | As required                               | As required   | -   |
| Warnings, direction or identification of utilities                                 | PATHOLOGY<br>NO PARKING                        | No limit  | Maximum area 4 m <sup>2</sup>  | 800 mm (400 mm in restricted sign zone*) | 6 m (5 m in restricted sign zone)         | Only for medical services and to indicate danger  | -   |
| Identification of company, trade, business, profession or person                   | KADER & CO.                                    | One at each entrance  | Maximum area 0.3 m <sup>2</sup> each   | 800 mm (400 mm in restricted sign zone)  | 6 m (5 m in restricted sign zone)         | Only for medical services and to indicate danger  | -   |
| Name of building or premises   | CENTRAL LAW ACADEMY<br>অনামিকা                 | One on each frontage  | Maximum area 1.2 m <sup>2</sup> each   | 800 mm (400 mm in restricted sign zone)  | 6 m (5 m in restricted sign zone)         | Only for medical services and to indicate danger  | -   |
| Temporary signs relating to sale or letting of property on which displayed         | FOR SALE<br>TO LET                             | No restriction but total area not to exceed 2.4 m <sup>2</sup>  | Width to depth ratio 2:1, total area of all signs not to exceed 2.4 m <sup>2</sup> | 800 mm (400 mm in restricted sign zone)  | 6 m (5 m in restricted sign zone)         | No electrification permitted  | Shall not be displayed earlier than 1 month prior to date the sale or letting is due and shall be removed within 2 weeks after conclusion of sale or letting. |
| Construction site signs  | SHOPPING CENTRE Consultant<br>Contractor ..... | One for each frontage for each contractor                       | Maximum area 4 m <sup>2</sup>  | 800 mm (400 mm in restricted sign zone)  | 6 m (5 m in restricted sign zone)         | No electrification permitted  | Permitted only while the construction is in progress  |
| Temporary signs announcing events displayed on the premises where these take place | বৈশাখী মেলা<br>কারু প্রদর্শনী                  | No restriction but total area not to exceed 4 m <sup>2</sup>    | Maximum aggregate area 4 m <sup>2</sup>  | 800 mm (400 mm in restricted sign zone)  | 6 m (5 m in restricted sign zone)         | Electrification shall require permission  | Shall not be displayed earlier than 1 month prior to the start of event and shall be removed within 2 weeks of end of event                                   |
| Identifying and advertising signs on business premises in restricted sign zone     | CD BANK LTD<br>ABC TRAVEL                      | No restriction but total area not to exceed 10% of area of face | Maximum aggregate area not to exceed 10% of area of face                           | 400 mm                                   | 5 m                                       | Electrification shall require permission except for medical services and to indicate danger | -   |

\* Sec 1.6.1



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- e) The permission or the renewal of permission granted by the Authority shall become void, if
  - i) any addition is made to the sign structure except as may be directed by the Authority to make it secure;
  - ii) any change is made in the sign or part thereof, involving a change in the type of sign;
  - iii) any addition or alteration is made to the building which supports the sign involving disturbance of the sign or any part thereof;
  - iv) the sign or any part thereof falls due to accident or other causes; or
  - v) the building or structure supporting the sign is demolished or destroyed.
- f) The Authority may, in the interest of the public, suspend the licence before expiry of the period in which case the licensee shall remove the sign forthwith.
- g) The licensee shall maintain the sign and the building or structure supporting or occupied by the sign in safe, neat and sanitary condition.
- h) The sign shall not, in the opinion of the Authority, mar the aesthetic beauty of the locality.
- i) No sign other than that pertaining to the building concerned shall be allowed to obstruct or obscure buildings such as hospitals, public offices, educational institutions, places of worship, museums and buildings of national and historic importance.
- j) No sign or hoarding shall be allowed to obstruct light and ventilation of buildings situated near it.
- k) No sign shall bear any objectionable, unlawful or obscene display.
- l) Any hoarding or sign erected on the highways shall also require the express permission of the authority or agency in charge of the highway.
- m) In addition, all signs shall at all times conform to the requirements given in this Code.

**1.4.5 Sanction or Refusal of Permit**

Upon receipt of an application for permit the Authority may sanction, sanction with modification or refuse such a permit. The decision of the Authority shall be communicated within 30 days of the date of receipt of all information desired by them, failing which the permit shall be deemed to have been sanctioned. The Authority may withdraw a permit at any time in the interest of public safety and welfare.

**1.4.6 Application for Alteration of Sign**

A fresh application for permit shall be made each time the ownership of the sign changes or any change in type or structure of the sign is proposed.

**1.4.7 Existing Signs**

Signs in existence on the date of promulgation of this Code, that would otherwise require a permit, shall be exempted from the requirement of permit for a period of two years after the promulgation of the Code. On expiry of this period these signs shall require a permit as for a new sign.

**1.5 UNSAFE AND UNLAWFUL SIGNS**

**1.5.1 Responsibility of the Owner**

It shall be the responsibility of the owner to ensure the safety and legality of the sign irrespective of any reference from the Authority.

**1.5.2 Notice of the Authority**

If any sign is unlawfully installed or maintained violating any of the provisions of the Code, or if any sign becomes insecure or unsafe, the owner of the sign shall, upon written notice of the Authority, make the sign conform to the provisions of the Code or remove it, within a time period specified by the Authority which shall in no case exceed three days. If the owner fails to comply within the specified time, the Authority shall remove the sign and charge the expenses to the owner.

**1.5.3 Prohibited Signs**

Any sign, which in the opinion of the Authority, fits any of the following descriptions, shall not be permitted under any circumstance:

- a) Signs of obscene, repulsive, vulgar, revolting or otherwise objectionable character,
- b) Signs displaying messages prejudicial or subversive to state discipline,
- c) Signs producing pernicious or injurious effect on a class of persons or the public,
- d) Signs that disfigure any neighbourhood or destroy its sanctity, or
- e) Signs that are likely to affect the sentiment of public.



1.6 RESTRICTIONS

1.6.1 **Restricted Sign Zone**

1.6.1.1 The Authority may, in the interest of aesthetics, moral values or public welfare, designate an area as a restricted sign zone. Parks, playgrounds, places of historical interest, animal and bird sanctuaries, nature reserves etc. may also be designated as restricted sign zones.

1.6.1.2 The erection or display of signs within the restricted sign zone shall be prohibited or restricted in any manner deemed necessary by the Authority.

1.6.1.3 The wording on any sign in the restricted sign zone shall be limited to messages for identification of, direction to and information about the owner of the premises, the nature of business carried on within the premises and location of utilities and services.

1.6.1.4 The restriction on signs in a restricted sign zone shall apply within a distance of 30 m outside the zone.

1.6.2 **Prohibition of Advertisement**

The erection of any advertising sign shall be prohibited on a site, when in the opinion of the Authority:

- a) the site is unsuitable for display of advertising signs by virtue of the historic, cultural, architectural or similar characteristics of the locality, or
- b) the display of an advertising sign is likely to pose a hazard for any form of transport.

1.6.3 **Signs on Highways and Roads**

Any advertising sign at or near highways or roads shall conform to the following requirements in addition to the requirements of the respective authority.

- a) No sign shall obscure or otherwise hinder interpretation of official traffic signs.
- b) Signs on the sides of overbridges or flyovers across the carriageway shall not project beyond any edge of the parapet of the overbridge or flyover.
- d) No sign shall be erected within the right of way of the road nor within 10 m of the edge of the carriageway. The size of the sign erected at 10 m away from the edge of the carriageway shall not be more than 3 m<sup>2</sup>. This limit on size shall be increased by 0.3 m<sup>2</sup> for each extra metre of setback from the edge of the carriageway.
- e) No sign shall be erected in such manner or at such places as to obstruct or interfere with the visibility of approaching, intersecting or merging traffic.
- f) No sign shall be erected within 100 m of a bridge, railway level crossing or road junction. For urban roads this distance may be reduced to 50 m.
- g) No sign shall be erected in such a way as to hinder visibility at pedestrian crossings.

1.6.4 **Illuminated Displays**

The following illuminated advertisements that threaten traffic safety shall not be permitted:

- a) Illuminated or electric advertisements of such brilliance or intensity as to produce glare and impair vision of the driver and the pedestrians;
- b) Advertisements containing flashing or intermittent lights of intense brightness;
- c) Advertisements containing lights of such colour, disposition, brightness, movement or flashes as to obscure or reduce effectiveness of official traffic lights, signals, signs or devices.

1.7 MAINTENANCE AND INSPECTIONS

1.7.1 **Maintenance**

Signs and their supporting structures, together with the supports, braces, guys and anchors shall be maintained in sound condition and any deterioration shall be repaired immediately. All ungalvanized and corrosion susceptible metal components shall be painted at least once in every two years. The Authority may order removal of signs which are not maintained in proper order and such removal shall be at the owner's expense.

1.7.2 **Inspection**

Every sign shall be subject to inspection by the Authority from time to time as required by the Authority. The owner of the sign shall ensure access of the inspector and facilitate the inspection.



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1.8 LOCATION RESTRICTIONS

An outdoor display sign shall not be erected, constructed or maintained so as to obstruct any fire escape or any window or door or opening used as a means of egress or so as to prevent free passage from one part of a roof to the other.

A sign shall not be attached in any form, shape or manner to a fire escape, nor be placed in such manner as to interfere with openings required for lighting and ventilation.

1.9 PROJECTION OVER PUBLIC PROPERTY

1.9.1 No part of a sign or sign structure shall project into a private property not owned or leased by the owner/erector of the sign, unless explicit agreement has been entered into with the owner of that property.

1.9.2 Signs and sign structures shall not project into public property nor into roads wider than 4 m, below a height of 2.5 m above grade, nor project more than 0.3 m when the sign is erected 2.5 m above finished grade. The signs may project 0.3 m plus 0.12 m for each 0.25 m of clearance above 2.5 m when the height is between 2.5 m and 5 m above grade. Signs may not project more than 1.5 m into a public property under any circumstance.

1.9.3 No sign or part thereof shall project into public passages. Projection of signs and sign structures over public alleys shall be limited to the values provided in Table 10.1.2.

**Table 10.1.2**  
**Projection of Signs Over Public Alleys**

| Height Above Finished Grade (m) | Maximum Projection (m)  |
|---------------------------------|-------------------------|
| Less than 4                     | No projection permitted |
| 4 to 5                          | 0.3                     |
| over 5                          | 0.6                     |

1.10 CLEARANCE FROM POWER LINES

All signs and sign structures shall maintain the clearances from overhead electrical conductors as specified in Table 10.1.3.

**Table 10.1.3**  
**Clearance from Power Lines**

| Voltage of the Line | Vertical Distance (m)                                    | Horizontal Distance (m)                                   |
|---------------------|--|---|
| Low and Medium Volt | 2.5  | 1.25  |
| 33 KV               | 3.5  | 1.75  |
| Over 33 KV          | 3.5 Plus 0.3 m for each additional 33 KV or part thereof | 1.75 Plus 0.3 m for each additional 33 KV or Part thereof |

**Related Appendix**

Appendix A Application for Permit to Erect or Alter Outdoor Signs



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CHAPTER **2**

# General Requirements

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2.1 DESIGN

2.1.1 **Loads**

All outdoor signs and sign structures shall be designed to resist wind, seismic and other forces as specified in Chapter 2, Part 6 of this Code. Combination of wind and seismic loads shall not be required. Loading that produces higher stresses shall be used.

2.1.2 **Design Consideration**

All outdoor signs and sign structures shall be designed fulfilling the design requirements as set out in Chapter 1, Part 6 of this Code.

2.2 CONSTRUCTION

All outdoor signs and sign structures shall be constructed and erected in accordance with the requirements of Chapter 1, Part 7 of this Code.

2.2.1 **Use of Materials**

All materials for outdoor signs and sign structures shall conform to the specification as set out in Part 5 of this Code.

2.2.2 **Use of Combustible Materials**

Ground signs not higher than 6 m may be constructed of any material that meets the requirements of this Code. No combustible material other than approved plastic as defined in Sec 2.2.5, shall be used in the construction of electric signs. Roof, wall, projecting, fin, balcony, marquee and combination signs shall be constructed of noncombustible materials except as provided below :

- a) On roofs of combustible construction, the roof sign may be constructed of combustible materials.
- b) On roofs of any type of construction, roof signs not higher than 1.5 m and not exceeding 5 m<sup>2</sup> in area may be constructed of combustible materials.



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- c) On walls of combustible construction, wall signs not involving the use of electricity may be constructed of combustible materials.

**2.2.3 Anchorage**

Foundation for all unbraced signs shall be designed to resist horizontal, vertical and overturning forces. All braced ground signs shall be anchored to resist the specified wind and seismic forces in any direction. Anchors shall be designed for safe soil bearing capacity and for an effective uplift force which is 25% more than the force required to resist overturning. Anchorage of signs shall not be connected to an unbraced parapet wall unless the wall is designed for seismic load.

**2.2.4 Display Surfaces**

Display surfaces of outdoor signs may be made of metal, glass or approved plastic. If the surface of the sign is made of glass, the thickness and area shall be as set forth in Table 10.2.1.

**Table 10.2.1**  
**Type, Size and Thickness of Glass Panels Used in Signs**

| Maximum Size of Glass Panel |                        | Minimum Thickness (mm) | Type of Glass         |
|-----------------------------|------------------------|------------------------|-----------------------|
| Any dimension (m)           | Area (m <sup>2</sup> ) |                        |                       |
| 0.75                        | 0.30                   | 3                      | Plain, Plate or Wired |
| 1.15                        | 0.45                   | 5                      | Plain, Plate or Wired |
| 3.65                        | 2.30                   | 6                      | Plain, Plate or Wired |
| above 3.65                  | above 2.30             | 6                      | Wired Glass           |

Plastic of approved type may be used for wall signs in sections not exceeding 20 m<sup>2</sup> in area. Plastics sections on wall signs shall be separated 1 m laterally and 2 m vertically. Approved plastics of unlimited area may be used on any sign other than wall sign, if approved by the Authority

**2.2.5 Approved Plastics**

Plastic materials which burn at a rate no faster than 65 mm per minute when tested in accordance with ASTM D 635 shall be deemed approved plastic. Only approved plastic shall be used for plastic display surfaces provided for in Sec 2.2.4 above. Approved plastics may also be used for ornamental purposes, decorations, lettering, facings etc. on signs and outdoor display structures.

**2.2.6 Draining Arrangements**

Signs constructed on ground or at places where possibility of accumulation of water exists shall have adequate provision for proper drainage.

**2.3 USE OF GLASS IN SIGNS**

Glass when used in outdoor signs shall be at least 3 mm thick and shall conform to the requirements of Sec 2.16.14 of Part 5 of this Code. The area of each glass panel shall not exceed 6 m<sup>2</sup> and shall be securely fixed with the frame independently. Appropriate protection against damage by falling objects shall be provided to all glass panels by metal canopies or other approved means.

**2.4 SERVICING DEVICES**

All servicing devices (ladders, platforms, hooks, rings etc.), used for cleaning, painting, repainting of sign shall have adequate safety devices and shall be of approved type and quality.

**2.5 INTERFERENCE BY SIGNS**

Signs shall not be placed at such locations that would obstruct the use of fire hydrants or other fire fighting appliances. Signs in bends and curves shall be placed in such a location so as not to obstruct the view of traffic at intersecting streets.



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CHAPTER **3**

# Specific Requirements for Various Types of Sign

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3.1 ELECTRIC SIGN

3.1.1 **Materials**

Materials for the construction of electric signs shall be noncombustible except as provided in Sec 2.2.2.

3.1.2 **Location**

Electric signs in colour erected at a height lower than two storeys or 6 m above the pavement shall be provided with suitable screen to avoid confusion with traffic signals. No sign in red, amber or green colours shall be erected within a horizontal distance of 10 m from any traffic signal.

3.1.3 **Installation**

All electric signs including the electrical equipment in connection with the sign shall be installed in accordance with the provisions of Part 8 Chapter 2 of this Code.

3.1.4 **Illumination**

Electric signs shall not be of such intense illumination as to cause inconvenience or disturbance to residents of adjacent buildings.

3.2 GROUND SIGN

3.2.1 **Material**

All ground signs over 6 m in total height shall be constructed of noncombustible materials meeting the requirements of this Code, or of approved plastics as defined in Sec 2.2.5. Materials used for the construction of ground sign supporting structures may be treated timber, masonry, concrete or corrosion resistant metal.

3.2.2 **Height**

The height of ground signs excluding the lighting reflectors shall be limited to 9 m.



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- 3.2.3 **Design**  
The design and construction of ground signs shall conform to the requirements of Parts 6 and 7 of this Code. All ground signs shall have a firm support and shall be anchored to the ground.
- 3.2.4 **Clearance**  
All ground signs shall be provided with a clearance height of 0.6 m from the ground. The intervening space may be filled with open lattice work. Under no circumstance shall any ground sign obstruct or interfere with entrance or exit of a building.
- 3.3 **ROOF SIGN**
- 3.3.1 **Material**  
All roof signs including the frames shall be constructed of noncombustible materials except as provided in Sec 2.2.2.
- 3.3.2 **Design**  
Design and construction of roof signs shall conform to the requirements of Parts 6 and 7 of this Code. Roof signs shall be properly secured and anchored to the building and the building shall be designed to avoid overstress due to the sign.
- 3.3.3 **Clearance**  
Roof signs shall not prevent free passage from one part of the roof to the other. Such passages shall be not less than 1 m wide and 1.25 m high.
- 3.3.4 **Projection**  
No roof sign shall project beyond the roof in any directions.
- 3.4 **PROJECTING SIGN**
- 3.4.1 **Material**  
All projecting signs and their supporting frames shall be of noncombustible material except as provided in Sec 2.2.2.
- 3.4.2 **Design**  
The supporting frame of projecting signs and the building element to which it is anchored shall be designed to withstand, in addition to dead, live and wind loads calculated in accordance with Part 6 of this Code, appropriate loads due to servicing personnel and equipment.
- 3.4.3 **Height and Clearance**  
A minimum of 2.5 m clearance from the road surface shall be provided for any projecting sign. The maximum height of a projecting sign shall be 15 m when erected against buildings having a height of more than 8 storey or 36 m. For buildings 5 to 8 storeys high but not exceeding 36 m, the height of the projecting signs shall be limited to 12 m. The height of the sign shall be limited to 9 m when attached to a building less than 4 storey or 18 m high.
- 3.4.4 **Projection**  
Projecting sign or any part of its supporting structures shall not project more than 2 m beyond the building. When such sign faces the street, it shall not project beyond the property line. Projecting sign shall not extend above the eaves of the roof of the building to which it is attached. Projection over public property or alley of projecting signs shall be limited to the values as specified in Sec 1.9.
- 3.4.5 **Attachment**  
All projecting signs shall be so constructed or attached to the building that movement in any direction is prevented by rods, anchors, brackets, chains etc.
- 3.5 **FIN SIGN**
- 3.5.1 **Material**  
Materials for fin sign shall conform to the requirements of Sec 2.2.2.
- 3.5.2 **Design**  
Design and construction of fin signs shall conform to the requirements of Parts 6 and 7 of the Code.
- 3.5.3 **Clearance**  
Fin signs shall not obstruct windows and reduce light and ventilation to such a point as the Code or other regulations prohibit. Such signs and their frames shall not obstruct fire escape, exit and entrance of the building to which they are attached. Projection of fin signs over public property shall conform to the requirements of Sec 1.9.



3.6 BALCONY SIGN

3.6.1 **Materials**

Materials for balcony signs shall conform to the requirements of Sec 2.2.2.

3.6.2 **Location**

Balcony signs shall be placed above the eaves of the balcony and shall not project beyond the rear of the roof gutter.

3.6.3 **Size**

The height of a balcony signs shall be limited to 1 m. Hanging balcony sign shall not exceed 2.5 m in length and 50 mm in thickness. For hanging box type signs the maximum allowable depth shall be 200 mm.

3.6.4 **Projection**

Balcony signs shall not extend beyond the balcony line. Hanging balcony signs shall maintain a clearance height of 2.5 m from the finished ground level. Projection of balcony sign over public property or alley shall be limited to values as specified in Sec 1.9.

3.7 MARQUEE SIGN

3.7.1 **Materials**

Materials for the construction and erection of marquee signs shall conform to the requirements of Sec 2.2.2.

3.7.2 **Size**

The height of a marquee sign shall be limited to 2 m. The length of such sign may be equal to the length of the marquee and no projection beyond the full length shall be allowed.

3.7.3 **Clearance**

A clearance height of at least 2.5 m shall be provided for marquee signs.

3.8 COMBINATION SIGN

All combination signs shall meet the general and specific requirements of all the component classes of sign.

3.9 TEMPORARY SIGN

3.9.1 **Size**

The area of a temporary sign shall not ordinarily exceed 10 m<sup>2</sup>. Temporary signs of a larger area may be erected upon explicit approval of the Authority which shall only be granted, for signs of a duration not exceeding 7 days. Temporary signs made of rigid material shall not exceed 3 m<sup>2</sup> in area, nor shall they have a height more than 2 m. Such rigid signs shall be anchored to the ground or a building by a rigid structure.

3.9.2 **Duration**

Temporary signs shall be removed from the location within 60 days of first erection, unless explicit permission of the Authority for extending this period has been obtained. In no case a temporary sign shall be permitted to be maintained for more than 90 days.

3.9.3 **Support**

Temporary signs shall be adequately supported and secured in place. No part of the sign shall be permitted to dangle, sway or otherwise become loose or detached. In order to reduce wind resistance on signs made of fabric, adequate perforations shall be provided.

3.9.4 **Location**

All temporary signs shall be subject to the approval of the Authority and shall be erected in such a place so as not to obstruct any public way, foot path or entrance and exit of any building.

3.9.5 **Projection**

Temporary cloth sign may extend over public property. A clearance of 6 m shall be maintained when such signs are placed over a public street. Other temporary signs when placed 2.5 m above the ground may project not more than 300 mm over public property or beyond the legal set back line.



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# Appendices

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APPENDIX A      Application for Permit to Erect or Alter Outdoor Signs



**Part 10**  
**Signs and Outdoor Display**

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**Appendix A**  
**Application for Permit to Erect or Alter Outdoor Signs**

1. Type of Sign : \_\_\_\_\_

2. Location of Sign : \_\_\_\_\_  
\_\_\_\_\_

3. Details of Sign

a) Dimension                      i) Length \_\_\_\_\_ m  
   ii) Width \_\_\_\_\_ m  
   iii) Thickness \_\_\_\_\_ mm

b) Clearance and Projection    i) Clearance \_\_\_\_\_ m  
   ii) Projection \_\_\_\_\_ m

4. Type of Materials Used        i) Noncombustible  
   ii) Approved plastic  
   iii) Combination

5. Details of Electrical Installations (if any) : \_\_\_\_\_  
\_\_\_\_\_

6. Structural details of signs and supporting structures including foundations : \_\_\_\_\_  
\_\_\_\_\_

7. This application is accompanied by all required plans, drawings and other details as required by Sec 1.4.3 of this code.

Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Signature of owner of  
the Building/Premise

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Date \_\_\_\_\_

Name in Full \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name in Full \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## **LIST OF PARTICIPANTS OF THE WORKSHOP ON BANGLADESH NATIONAL BUILDING CODE**

Subsequent to the preparation of the Preliminary Draft Code, a three day workshop was held from May 17 through 19, 1993 at the Institution of Engineers, Bangladesh. The workshop was participated by professionals from various public and private organizations who are involved in the design, construction and maintenance of and in providing services to buildings. Extensive technical discussions were held for over 57 hours and the Preliminary Draft was reviewed and critically examined by the participants of the workshop. The proceedings were recorded and the recommendations were taken into consideration during preparation of the subsequent drafts of the Code. The following two pages present a list of the participants of the workshop. This list does not include the members of the Steering Committee, different Editorial Sub-committees and the Consultants' team.



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Bangladesh Institute of Development Studies  
Bangladesh Institute of Technology, Chittagong  
Bangladesh Institute of Technology, Dhaka  
Bangladesh Institute of Technology, Khulna  
Bangladesh Institute of Technology, Rajshahi  
Bangladesh Rural Advancement Committee  
Bangladesh Shilpa Bank  
Bangladesh Standards and Testing Institution  
Bangladesh Standards and Testing Institution  
Bangladesh Standards and Testing Institution  
Bangladesh Steel and Engineering Corporation  
Bangladesh Steel Re-Rolling Mills Limited  
Bangladesh Telegraph & Telephone Board (formerly of)  
Bangladesh University of Engineering and Technology  
Bangladesh University of Engineering and Technology  
Bangladesh University of Engineering and Technology  
Bangladesh University of Engineering and Technology  
Bangladesh University of Engineering and Technology  
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Bangladesh Water Development Board  
Centre for Urban Studies, University of Dhaka  
Century International Limited  
Chatak Cement Factory Limited  
Department of Architecture, Ministry of Works  
Department of Architecture, Ministry of Works  
Department of Architecture, Ministry of Works  
Department of Architecture, Ministry of Works  
Department of Architecture, Ministry of Works  
Department of Architecture, Ministry of Works  
Department of Architecture, Ministry of Works  
Department of Inspection of Factories and Industries  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Development Design Consultants Limited  
Dhaka City Corporation  
Dhaka Electric Supply Authority  
Dhaka Electric Supply Authority  
Eastern Housing Limited  
Engineering & Planning Consultants Limited  
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Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute  
Housing & Building Research Institute (formerly of)  
Housing & Settlement Directorate  
Housing & Settlement Directorate  
Institute of Architects, Bangladesh  
Institute of Diploma Engineers  
Institution of Engineers, Bangladesh  
Khulna City Corporation  
Khulna Development Authority  
Local Government Engineering Department  
Local Government Engineering Department  
Local Government Engineering Department  
Master Engineers Limited  
Military Engineering Services  
Military Engineering Services  
Military Engineering Services  
Ministry of Education  
Ministry of LGRD & C  
Ministry of Planning  
Ministry of Works  
Ministry of Works  
Nirman International Limited  
Office of the Chief Inspector of Boiler  
Office of Electrical Advisor & Chief Electrical Inspector  
Petro Bangla  
Public Works Department  
Public Works Department  
Public Works Department  
Public Works Department  
Public Works Department  
Public Works Department  
Public Works Department  
Rajdhani Unnayan Kartripakkha  
Rajdhani Unnayan Kartripakkha  
Rajdhani Unnayan Kartripakkha  
Rajshahi Development Authority  
Rajshahi Municipal Corporation  
Real Estate Developer  
Roads & Highways Department  
Roads & Highways Department  
Sheltech Consultants (PVT) Limited  
Sheltech Consultants (PVT) Limited  
Sylhet Poursava  
Techno Index Limited  
The Engineers Limited  
Titas Gas Transmission & Distribution Co Limited  
Urban Development Directorate  
Urban Development Directorate



*NOTES*



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