

APPLICATION FOR APPROVAL DIRECTIONAL SIGNS

Owner or proprietor of property to which the sign(s) relates	Name:
	Postal Address:
	Phone Numbers (H): (W):

Requested Location of Sign(s) (Plan Required)	1. 2. 3.
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Wording of Sign(s)	
Applicant	Name:
	Address:
	Phone Numbers (H): (W):
Declaration	<p>I am aware that on approval of the sign(s) I am required to submit payment for the fabrication and erection of the sign(s) prior to installation. I am also aware that I am responsible for any costs associated with repair and/or maintenance of the sign(s).</p> <p>Signature: _____ Date: _____</p>

Notes:

- See attached information sheet for further details.
- A fee is payable on submission of an application for a sign. This fee is not refundable if the application is refused.
- A location plan indicating the position of the sign(s) within the locality is to be included with this application.
- Please note, the cost of sign(s) will be based on size required and whether a support pole is needed where an existing pole is not available.
- The applicant must seek approval from Main Roads WA prior to making application to the City. Main Roads require the following information:
 - What type of sign (fingerboard, chevron).
 - A sketch showing the proposed location of the sign within the road reserve.
 - The proposed wording on the sign.

APPLICATIONS FOR DIRECTIONAL SIGNS WITHIN ROAD RESERVES

Background

It is Council's Policy that it will coordinate a systematic approach for the provision of advertising signs to ensure a better signage standard and control.

There are a number of Australian Standard's that specify where directional signs may be permitted. These will be used in order to determine whether an application for this form of signage may be permitted. The types of businesses and activities that may be allowed directional signage are limited to ensure that the number of direction signs do not become too numerous. This assists in avoiding sign proliferation resulting in visual pollution, ineffective signage and possible traffic problems.

Applications for directional signs will be considered for the following uses:

- Community based facilities such as libraries, public recreational facilities, hospitals and medical facilities.
- Shopping Centres and Commercial/Industrial precincts that do not have frontage to a main road.
- Public reserves, parks and the like.
- Places of interest, such as historical sites and natural formations.
- Tourist based businesses including large scale accommodation.

Where it is proposed to erect a directional sign within a road reserve that is under the care and control of the Main Roads Western Australia (MRWA), application details must be forwarded by the applicant to MRWA (Bunbury Office – Customer Services Manager (08)9724-5600) for assessment and comment prior to an application being approved by Council's Development Services.

The cost of fabrication and erection of each sign will be quoted and included with a letter of approval. The maintenance of the sign is to be at the expense of the applicant including any damage caused by vandalism and the like. If the sign is not maintained to a satisfactory standard or if the nature of the facility changes, Council may require that the sign be removed.

Generally, only one sign per business or activity will be permitted. However up to a maximum of three (3) signs may be considered depending on the location and nature of the property or area that it is serving.

Where a number of businesses or activities occur on a particular property, Council may insist that directional signs be consolidated into the one sign to represent all the interested groups. This practice may be extended to where directional signs already exist and an additional sign or signs are proposed.

The Application

An application for a directional sign shall be made on the attached form and should include the following information:

- Two copies of a location plan indicating the desired position of the proposed sign(s)
- **A fee of \$90 is payable upon application.**
- Written approval from MRWA

Approval

On written advice of approval of the application, payment is to be submitted to the City in order for the fabrication and erection of the sign(s) to proceed.