



## 9. WORKS AND SERVICES POLICY

### 9.1 TECHNICAL SERVICES

#### 9.1.20 Temporary Sign Approval – Advertising of Community Events and Public Information

#### **Background & Issues**

Temporary signage for community events and public information purposes on Shire controlled land is excluded under the provisions of the Local Planning Scheme No:4 (LPS4) and therefore a Policy is required to provide necessary guidance for the Shire of Manjimup administration.

#### **Objectives**

The objectives of the Policy are:

- To establish a fair and equitable method that enables the temporary signage advertisement of events and public information purposes on land controlled by the Shire of Manjimup;
- Control temporary signs by the number, content, public safety and location in the best interest of the community; and
- Assign organisational responsibility to administer the policy.

#### **Area of Application**

Land controlled by the Shire of Manjimup in the whole of the Shire of Manjimup local government district.

#### **Exclusions**

This policy does not apply to:

- Signs required under the *Road Traffic Act 1974* or other signs provided by the local government or Main Roads WA for the information of motorists;
- Permanent directional signs located on road reserves and approved by the authority responsible for the road;
- Electoral signs associated with a declared federal, state or local government election; refer to Council Policy 1.2.11;
- Any temporary signage specifically authorised under any other written law;
- Variable Message Signs – refer to Council Policy 9.1.19
- Temporary signage on land not controlled by the Shire of Manjimup; and
- Signage permitted under the Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Laws 2002.
- Real Estate “Home Open” Signs.
- Temporary signage displayed on the same property as an event approved by the Shire of Manjimup on the condition that they are advertising that same event or component of that event at the time that the event is actually occurring;
- Temporary signage directly associated with an emergency incident or used to warn of potential hazards on the proviso that all standards, policies and procedures of the Shire of Manjimup and other relevant authorities are followed; a
- Temporary signage used in areas specified by the Shire of Manjimup as locations with suitable infrastructure available for the display of temporary signage on the condition that approval is sought and received as part of a roster system controlled by the Shire of Manjimup.

## **Policy Measures**

### **Definition**

Under this policy a temporary sign is a sign which is an advertising device (as outlined below) for the purpose of advertising a community event or public information of a limited duration on land under the control of the Shire of Manjimup.

“Advertising Device” means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and includes any hoarding or similar structure used, or adapted for use, for the display of advertisements. The term includes any airborne device anchored to any land or building and any vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising.

### **1. Temporary signage applications on Shire of Manjimup thoroughfares**

- a) A permit is required from the Shire of Manjimup Technical Services Department unless otherwise exempted or excluded in this policy;
- b) Temporary signs may be displayed 30 days prior to an event and must be removed within 48 hours of the completion of the event. Should signage conflict with another event, display time allowed may be reduced at the absolute discretion of the Shire of Manjimup;
- c) Temporary signs are restricted to a maximum size of 2m<sup>2</sup> on a thoroughfare;
- d) The supporting structures of the temporary sign must be frangible where used inside the clear zone which is measured to 9 metres from the closest edge of the road seal;
- e) No metal star pickets are to be used unless placed outside of the clear zone which is measured at 9 metres from the closest edge of the road seal. All exposed ends of star pickets are to be capped;
- f) Temporary signs are to be made of non-metallic pliable material, which will not cause injury on impact;
- g) Temporary signs shall be sufficiently anchored so as not to be movable by wind or other natural forces;
- h) The temporary sign or any part of that temporary sign must not conflict with or be attached to Main Roads WA or Shire of Manjimup signage and are to be placed in locations that will not impact on traffic or pedestrian safety. Temporary signage should not reduce visibility for traffic on or entering any road;
- i) No vegetation is to be removed in order to install signs; and
- j) The installation of any temporary signage shall avoid damage to infrastructure or underground services at all times.

### **Approval of Temporary Signage**

The Shire of Manjimup retains absolute discretion to approve or refuse applications for temporary signage under the guidance of this policy. Any additional condition may be applied to number, content, public safety and location of temporary signs on the proviso it is done in the best interest of the community.

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Where a dispute exists between an applicant and the Shire of Manjimup administration, the matter shall be referred to Council at the request of the applicant for final determination.

**ADOPTED 6 DECEMBER 2012**

**REVIEWED 26 MAY 2022**

**NEXT REVIEW DUE MAY 2026**

**The Administration of this Policy is by the Works and Services Directorate**