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Use this compliance checklist to identify the type of sign and if it meets the high level provisions set down in the Signs Local Planning Policy.

If the initial assessment indicates that the application will fall within the standards, then simply complete the [Application for Erection of a Sign](#). This will go to Building Services for approval. If approved, you will be issued with a Sign Licence.

If you are unsure, please contact the City and request to speak with the on-duty Building Approvals Officer.

If your sign does not comply, then complete the [Development Application form](#), which will be assessed by the Planning Department at the City of Wanneroo. Once planning approval is granted, you will then still require a Signs Licence.

Step 1: General Guidelines *(applies to all signs)*

Objectives	Complies
Ensure visual quality and character of particular localities and transport corridors are not eroded	
Achieve advertising signs that are not misleading or dangerous to vehicular or pedestrian traffic	
To minimize the total area and impact of outdoor advertising commensurate with the realistic needs of commerce for such advertising	
To prohibit outdoor advertising which is considered to be superfluous or unnecessary by virtue of their number, colours, height, prominence, visual impact, size, content and relevance to the premises on which they are located.	
To reduce and minimize clutter	
To promote a high standard of design and presentation in outdoor advertising	

Step 2: Assessment under Local Signage Policy *(applies to all signs)*

Provisions	Complies
Not contain any offensive material	
Not be affixed to boundary fences or walls	
Not extend beyond the boundary of the lot on which they are situated, except as otherwise provided by this policy	
Bear relevance to the site on which they are located, except as otherwise provided for in this policy	
Integrate with the building design, particularly through the provision of signage panels within the building facades, wherever possible.	

Step 3: Determine the type of sign and check against specific criteria

Specific Sign Types

A. On Building Signs – Wall Signs

A wall sign means a sign that is painted or affixed on the front, side or rear elevation of a building or structure but does not project more than 300mm out from the wall.



Provisions	Complies
Be limited to a maximum of one sign per tenancy, per street front	
Not extend laterally beyond either end of the wall or protrude above the top of the wall.	
Not exceed 25% in aggregate area on any one wall to a maximum of 8sqm.	
Be integrated with the building design	
If within residential zone and on building used for <u>non-residential purposes</u> shall be limited to a max of 1 sign per lot and not exceed 1.2sqm in area.	
If within residential zone and on building used for <u>residential purposes</u> shall be limited to a max of 1 sign per lot and not exceed 0.2sqm in area.	

B. On Building Signs – Projecting Signs

A Projecting sign means a sign that projects 300mm or more from a wall of a building

Provisions	Complies
Be limited to a maximum of one per tenancy or one for every 40m of linear street frontage	
Not project more than 1m from the wall and not exceed 1.5sqm in area	
Not be placed within 2.0m of either end of the wall to which they are attached	
Not project above the top of the wall to which they are attached.	

C. On Building Signs – Verandah Signs

A verandah sign means a sign affixed on or above a verandah fascia or under a verandah and includes signs affixed to cantilever awnings and balconies.



Provisions	Complies
Signs on the underside of a verandah shall:	
* Not exceed 2.4m in length	
* Not exceed 400mm in height	
* Not be located within 1.0m of another such sign on the underside of the same verandah	
* Be positioned at right angles to the building façade	
* Be fixed to provide a clear headway under the sign of not less than 2.75 m	
* Not project beyond the edges of the verandah	
Signs on the verandah fascia shall not exceed 400mm in height or project beyond the edges of the verandah.	
* Not exceed 400mm in height	
* Not project beyond the edges of the verandah.	
** Note: signs affixed to the top of a verandah fascia, cantilever awning and balconies are not permitted within the city given the potential negative impact on visual amenity.	

D. On Building Signs – Window Signs

A window sign means a sign which if fixed either to the interior or exterior of the glazed area of a window, any part of which is visible from outside the building.



Provisions	Complies
Shall not cover more than 50% of the glazed area of any one window or exceed 10sqm in aggregate per tenancy.	

E. On Building Signs – Roof Signs

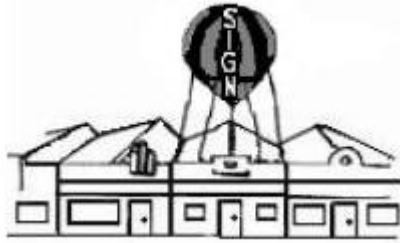
A roof sign means a sign located on a roof or protruding from the normal roof line of a building.



Provisions	Complies
Roof signs are generally not supported within the City given the potential negative impact on visual amenity.	

F. On Building Signs – Inflatable Signs

An inflatable sign means a sign that is painted, stenciled or attached to an inflated device, such as a balloon.



Provisions	Complies
Inflatable signs shall not exceed 7.0m in diameter or 9.0m in height above roof height.	
Not to be displayed for more than 14 days in aggregate for any one calendar year.	
Note: Prior to erection the advertiser shall supply to Council a certificate from a structural engineer certifying the connection of the object to the building or lot is of a structurally sound design.	

G. Banners

Banners are any temporary sign made of light weight, non-rigid material, such as cloth, canvas or similar fabric that relates to the promotion of a specific event.

Provisions	Complies
Banners shall be displayed for up to one week prior to the promotional event or offer	
Be removed immediately following the promotional event or offer.	
Not exceed the dimensions of 1.0m and 3.0m	
Not be displayed for a period of time greater than six (6) weeks.	
Be restricted to promote no more than four (4) promotional events per year.	
No more than one banner per site will be permitted.	

H. Portable Signs

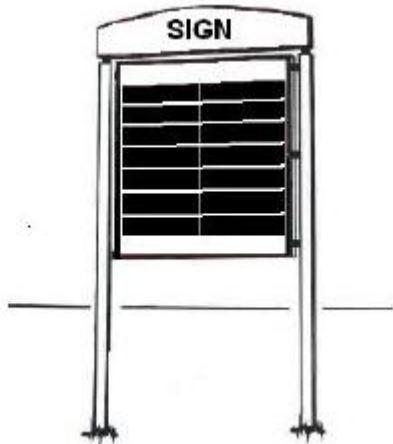
A portable sign means an advertising sign that is not attached to a building or other structure and may be either portable or fixed in nature.



Provisions	Complies
Not exceed one fixed sign per street frontage on any one lot and one portable sign per tenancy. Portable signs shall only be displayed during normal business hours of the business to which the sign relates.	
Have a maximum vertical or horizontal dimension of 1.2m and an area of not more than 0.6sqm	
Be located entirely on private property	
Be secured and stabilized	
Be placed so that they do not obstruct pedestrian walkways, present a hazard to motorists or pedestrians or obstruct car parking bays.	

I. Pylon Signs

A pylon sign means a sign supported on one or more poles and not attached to a building. It also includes a detached sign framework, supported on one or more poles to which sign infills may be added.



Provisions	Complies
One per street frontage or one for every 40 metres of linear street frontage	
Not exceed 6.0m in height or where for individual tenancies shall be designed to provide one infill panel for each unit on the lot and may be increased in height to 8m	
Not exceed 2.5m measured horizontally across the face of the sign.	
Be located centrally within the lot and no closer than 3.0m to a side boundary.	

J. Rural Producers Sign

Means a sign erected on land lawfully used for rural purposes which advertises goods or products produced, grown or lawfully manufactured on the land within the boundaries of which the sign is located.

Provisions	Complies
A Rural producers sign shall be limited to a maximum of one per street frontage of any lot	
Not exceed 3m in area or 3m in height	
Show only the name and address of the occupier of the land, name of the property and only advertise goods or products produced, grown or lawfully manufactured upon the land.	

K. Entry Statements

Means a fence or wall constructed of masonry or other materials to identify the entrance of an estate and may include, but not be limited to, a sign indicating the estate name and locality, sculptures, flagpoles and flags.

Provisions	Complies
Shall be located entirely within private property	
Where it includes an estate name, it shall also include the approved locality name in at least equal prominence.	
Estate developer to ensure that the developer takes on all responsibility for all on going maintenance of the entry statement and that it is removed by the developer at a predetermined time unless alternative arrangements are agreed to by the City.	
Only considered within overall Signage Strategy	

L. Estate Signs (on site)

Means a sign erected on a lot within a subdivision or development estate, displaying information about the estate such as the estate name, the plan of subdivision or development, the estate features, sales and real estate agency contact details.

Provisions	Complies
Be located entirely within the estate to which they relate and may be located on public land within that estate	
Not exceed 6m x 3m, mounted on one or more support poles	
Be located at justified strategic points within the estate to avoid unnecessary proliferation of estate signs	
Where visible from the perimeter of the subdivision or development estate be limited to a maximum of two signs	
Be removed within 30 days of 95% of the lots or buildings within the estate being sold.	
Only considered within overall Signage Strategy.	

M. Estate Signs (off site)

In addition to the above, Council may grant temporary approval (up to 12 months) for the erection of no more than one (1) off-site estate sign where it is satisfied that the proposed sign is necessary to assist in direction the public towards a removed subdivision or land development estate and providing that the sign –

Provisions	Complies
Be located entirely on private property with the consent of the relevant landowner/s	
Is generally located within 1km of the land development estate or subdivision and is in close proximity to the nearest road intersection	
Avoids conflict or competition with other land development estates or subdivisions	
Content is predominately for directional purposes.	

N. Display Home Signs (on site)

Means a sign advertising a home or homes on display for public inspection

Provisions	Complies
Be limited to one sign per display home	
Not exceed 6.0m in height or 2.5m measured horizontally across the face of the sign.	
Where located adjacent to a lot used for residential purposes, be located at least 3.0m from the boundary of the residential lot.	
Not be illuminated	
Be removed within 30 days of the closure of the display home centre.	
Only be considered in the context of an overall signage strategy for the centre.	

O. Display Home Signs (on public land)

In addition to the above, one display home composite sign may be permitted on public land adjacent to a display home centre, where multiple builders exist or are proposed to exist in the centre provided that the sign:

Provisions	Complies
Does not exceed 6.0m in height or 2.5m measured horizontally across the face of the sign	
Is designed to provide one infill panel for each builder on the lot.	
Only promotes the display home centre, its opening hours and the building companies represented within the centre; and	
The sign is removed within 30 days of the closure of the display home centre.	