

City of Wanneroo
23 Dundebur Road, Wanneroo WA 6065
Locked Bag 1, Wanneroo WA 6946

T 9405 5000
E enquiries@wanneroo.wa.gov.au
wanneroo.wa.gov.au

The City allows limited advertising on Public Open Space (passive and active reserves), being Crown land managed by the City. This includes the City's parks and sporting grounds.

This includes any sign which is proposed to be placed on public property, which is defined as any property, land, lot or reserve which is open and available for use by the public for public purposes (whether or not a fee is paid) and includes any buildings thereon.

Who can place signs in Public Open Space?

All signage placed in public open space, must be appropriate for all user groups in the community and should support the promotion of the city's sporting and recreational groups.

Signage can represent:

- Community based organisations
- Sport and recreation groups
- Community events and their sponsors*

* *Prohibited; - Alcohol and tobacco products (companies, wholesalers & retailers).*

1. Temporary Signs

There is a list of requirements related to the size and construction of the signage, to ensure no hazards are presented to pedestrians or motorists and also the type of advertising wording/product, to ensure it is appropriate for all community age groups.

Guidelines

- A. Stakes or poles used to secure the signs can only be set in the ground at a maximum depth of 300mm.
- B. Signs are to be made of lightweight, non-rigid material, such as cloth, canvas or similar fabric.
- C. As a guide, signs should not exceed dimensions of 1.0m and 3.0m and should not be placed in such a manner that obstructs pedestrian walkways, presents a hazard to motorists or pedestrians or obstructs car parking bays.

Definition

Temporary signs are those that are not attached to a building or other fixed structure and relate directly to an event or activity. They should only be erected for the duration of the event or activity for a maximum of 12 hours in any 24 hour period.

What approval is required?

No approval is required for temporary signage, as long as it complies with the guidelines. Any failure to remove the sign at the end of each day will result in the sign being removed by the City of Wanneroo at the cost of the owner of the sign.

Fees

No bond is required for temporary signage, however should the sign cause damage to the reserve in any way, the reserve hirer will be invoiced the cost of repairing the damage.

2. Permanent Signs

Definition

Permanent signs are those that are attached to a structure or building for an extended period of time.

2.1 On Buildings

Permanent signs on City of Wanneroo operated buildings, regardless of if they are located on a reserve or not, will not be supported.

Leased Buildings - What approval is required?

Permanent signs require the prior approval of the City. The application should be made by the lessee or occupant of the site. Signs on City owned leased buildings will be considered via written application to:

Manager Property Services

Costs

The Maintenance and removal of all permanent signs is the responsibility of the site lessee or occupier of the site. If for any reason, the City removes or has to maintain a permanent sign, this will be at the cost of the then owner or occupier.

2.2 On Reserves

The only signs permitted to be fixed to perimeter fencing on City of Wanneroo managed reserves (i.e. on the outward facing side of the perimeter fences), are those that promote the home team(s) and the next game to be played.

Permanent signage fixed to internal barrier fencing (ie. around match pitches) will be considered subject to a number of conditions;-

- a) That the signs face onto the match pitch only.
- b) That a maximum of six signs can be displayed by any one group at any one time.
- c) That the signs do not extend beyond the length of height of the fence.
- d) The signs are maintained at no cost to the City of Wanneroo.
- e) The wording of signs should not include offensive language.
- f) The signage may not advertise alcohol and tobacco products, companies, wholesalers and retailers (where alcohol and/or tobacco are the major product.

What approval is required?

If these guidelines cannot be complied with, the applicant needs to write to Manager Community Programs & Services to request approval for any other signage.

Costs

The Maintenance and removal of all permanent signs is the responsibility of the site lessee or occupier of the site. If for any reason, the City removes or has to maintain a permanent sign, this will be at the cost of the then owner or occupier.

For further information, please contact the City's Customer Relations team on 9405 5000.

Disclaimers:

1. In line with the City's recordkeeping requirements, please ensure that the information included on any application form is accurate and complete. Please also retain a copy of the completed form before submitting with the City as the form and any supporting documents will not be returned. The City accepts no responsibility for any loss, damage, liability or inconvenience suffered by any person as a result of using an application form or lodging an application form with the City.

2. This information sheet is produced by The City of Wanneroo in good faith and the City accepts no responsibility for any ramifications or repercussions for providing this information. This information sheet is correct as of October 2014 and prone to alteration without notification.



Did you know?

Save time and apply online! This application is available for lodgement via the City's website
www.wanneroo.wa.gov.au