

Signage

What information do I need to submit with my application?

- Completed Application Form
- Application Fee
- Certificate of Title, Tile Plan and any encumbrances (if applicable)

- Building Plans, one (1) copy of fully dimensioned drawings at 1:100 to show:
 - Elevations
 - Sections
 - Location of structural members

- Allotment Plan, one (1) copy at 1:500 to show:
 - Boundaries and dimensions of the site
 - Easements on the site or any adjoining properties
 - Footing - angle of repose details if applicable)
 - Location of the site to the nearest street or corner
 - Position of the proposed sign and its relationship to the site boundaries and any other buildings on the site, near side and front setback positions of any building that exists on all adjoining properties

- Specifications for the sign, one (1) copy or fully detailed notation on plans
- Planning permit and endorsed Plan, if applicable. *Building & Planning applications can be lodged concurrently

- Engineering, please provide one (1) copy each of the following:
 - Computations, drawings for design of sign and footings
 - Structural Engineer Certification Certificate
 - Soil report (If applicable)

Contact

If you have any questions regarding making a submission for a building application, please contact Building Services on 9298 8125.