

## City of Albany Information Sheet

### Signs on Public Land

#### Objective

This information sheet applies to road and other reserves under Council control which is to provide the travelling public with clear and uniform information, while minimising the number of signs and avoiding indiscriminate advertising.

Road reserve is Council owned land which includes:

- land that can be turned into a road
- land used for footpaths and/or cycle ways and/or dual use paths.

The underlying philosophy of this information sheet is to guide the travelling public to their chosen destination. It details the principles and conditions governing the approval of any signage requests.

#### Scope

This information sheet applies to all service and tourist signage on roads and other reserves (not leased land) that are under the care, control and management of the City of Albany, including streets and parks.

#### LOCATION AND NUMBER OF SIGNS

The availability of space for signage is determined by the total number of signs at the intersection.

Only street name signs are supported in the Central Business District and adjacent verges. A maximum number of five signs (sign stack) under the street name sign shall be permitted in any one location.

In the event that a “sign stack” is full and a new request for signage for a similar service is presented, the City may reconfigure the stack by removing the existing signs and erecting a generic symbolic sign.

Service and Tourist signs are to be provided only where the road user is required to turn into a new road to continue following the route (no signs are to be provided where the signposted route continues along the same road through intersections).

Signage is generally permitted at two locations in rural areas and one location in urban areas, with only one being at an intersection on a major road and the other(s) on the intersection of the road on which the facility is located. Major roads are:

- City of Albany managed roads:
  - Lower King Rd
  - Nanarup Rd
  - Lower Denmark Rd
  - Frenchman Bay Rd; and
  - Albany Hwy (from York Street to roundabout at Chester Pass/Hanrahan Road).

Any application for signage to be erected on Main Roads WA controlled roads, are to be referred to Main Roads WA for approval.

- Main Roads WA managed roads:
  - Albany Hwy (from roundabout at Chester Pass/Hanrahan Road to municipal boundary)
  - Chester Pass Rd
  - South Coast (Hassell) Hwy; and
  - Princess Royal Drive/Hanrahan Road.

## **TYPES OF SIGNS**

**Tourist Signs** – (brown background with white lettering)

Guide travellers to recognised tourist attractions and approved tourist establishments.

These include natural features and heritage sites of interest to tourists and approved tourist establishments such as:

- Museums
- Wineries/Breweries
- Galleries/Craft centres/Potteries.

An approved tourist establishment is defined as, a commercial or non-commercial tourist establishment, that has been approved by Main Roads WA. Written approval from Main Roads WA is required for these signs, prior to lodging an application with the City.

**Service Signs** – (blue background with white lettering)

Inform travellers of the location of roadside services and facilities.

Types of service signs that may be approved include, but are not limited to:

- a. government facilities eg: post offices, police offices, public health - hospitals;
- b. public toilets;
- c. community centres;
- d. significant public educational facilities, eg: libraries;
- e. significant public cultural facilities, eg: galleries, museums;
- f. significant heritage facilities;
- g. significant places of public worship;
- h. locations of regional significance, eg: parks;
- i. significant public transport facilities;
- j. roadside services such as rest stops that provide travellers with services such as meals, refreshments and accommodation;
- k. significant tourist destinations;
- l. information centres and tourist bureaux;
- m. boat ramps;
- n. cottage industries ie. non-commercial and commercial establishments that enhance the unique Albany experience for visitors to the district but are usually not opened for at least 3 months of any year;
- o. other sites that are considered to be in the public's interest.

## **MAINTENANCE**

Unless otherwise directed, all signs are to be erected and maintained by Council at the expense of the applicant. Council will re-affix signs where possible but will not replace stolen or badly damaged signs. Where a sign requires replacement, another application is required and the relevant fees paid.

Council reserves the right to remove damaged, badly maintained or dangerous signs without notice. In this instance, the City will endeavour to contact the original applicant to advise that the sign has been removed and the replacement process.

## **RESERVES**

For signage relating to Council managed reserves, any requests are to be referred to the Reserves Manager, using the City of Albany Signs Application form. These requests include:

- regulatory (ie. no camping)
- interpretive (ie. aboriginal heritage)
- information (ie. beach access)
- visitor safety (ie. slippery rocks).

Where a community group has requested signage, approval will be conditional upon the production, installation and maintenance costs being borne by the applicant.

## **Legislative and Strategic Context**

In order to meet legislative requirements and to ensure consistency in size, colouring, lettering, symbols, fixing and installation all signs must comply with:

- AS 1742.2 Manual of Uniform Traffic Control Devices. Traffic Control Devices for General Use
- AS1742.5 Manual of Uniform Traffic Control Devices. Street Names and Community Facility Signs
- AS1742.6 Manual of Uniform Traffic Control Devices. Service and Tourist Signs for Motorists
- AS1744 Forms of Letters and Numerals for Road Signs

Other Publications:

- MRWA Guidelines for Service and Tourist Signs
- City of Albany Signs (Amendments) Local Law

## **Review Position and Date**

Executive Director Works & Services to review on or before 30/6/2014

## **Delegated Authority**

The CEO is delegated the authority to approve signs within Council's reserves.  
Condition: Amount must be allocated in Council's annual budget.

Consideration may be given for additional non-commercial signage at the discretion of the Executive Director of Works & Services.

## Associated Documents

- Tourism Western Australia  
[http://www.tourism.wa.gov.au/Growing\\_Your\\_Business/Pages/Tourist\\_Signage.aspx](http://www.tourism.wa.gov.au/Growing_Your_Business/Pages/Tourist_Signage.aspx)  
<http://www.mainroads.wa.gov.au/OtherRoads/Pages/mrwaSearchResults.aspx?k=signs>
- City of Albany Environmental Code of Conduct
- City of Albany Signs Application form.

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