

Who should read this guide?

Anyone who is considering erecting signage.

What approvals are required?

If you wish to install any new external signage or alter the size, location or fixings of any existing signage you will need to obtain a Development Approval from Council before you commence any work towards this on site.

The approval consists of two separate consents: Development Plan Consent and Building Rules Consent.

Development Plan Consent requires Council Planning staff to review the proposed signage against the requirements of the *Adelaide (City) Development Plan*, as outlined below. Once Council is satisfied that the application meets the necessary requirements, a building assessment is required. This is an assessment against the requirements of the Building Code and generally considers structural and safety matters.

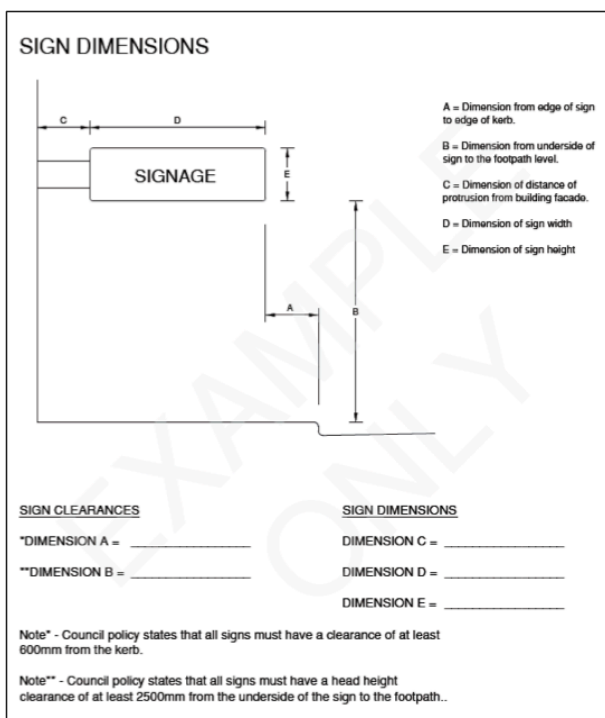
Once you have received Development Plan Consent and a Building Rules Consent Council will issue you with Development Approval for the signage. You need to have Development Approval in writing before any work can be started.

A City Works permit may also be required if you need to obstruct or use a public footpath or roadway during the installation of the signage.

Council Development Plan requirements

The *Development Plan* states that signage should be:

- Designed to respect and enhance the desired character and amenity of its location.
- Compatible with the design and character of the building and site on which it is located, particularly when on or next to a heritage place.
- Coordinated in type and design and limited in number when located on a building with multiple tenants, so as to minimise visual clutter.
- Designed to limit product advertisements illustrating products sold on the premises, in conjunction with the business name, to less than 25 per cent of the area of the sign.
- Located at fascia level or below canopy level. Signage on the roof of buildings should be avoided and removed where it is already existing.
- Controlled so as to advertise only products and services offered on the site. Third party signage will be considered only in Hindley Street and Rundle Mall (except on King William Street frontages) and on allotments at the intersection of Rundle Street and Pulteney Street frontages or temporary advertisements on construction sites and for events.



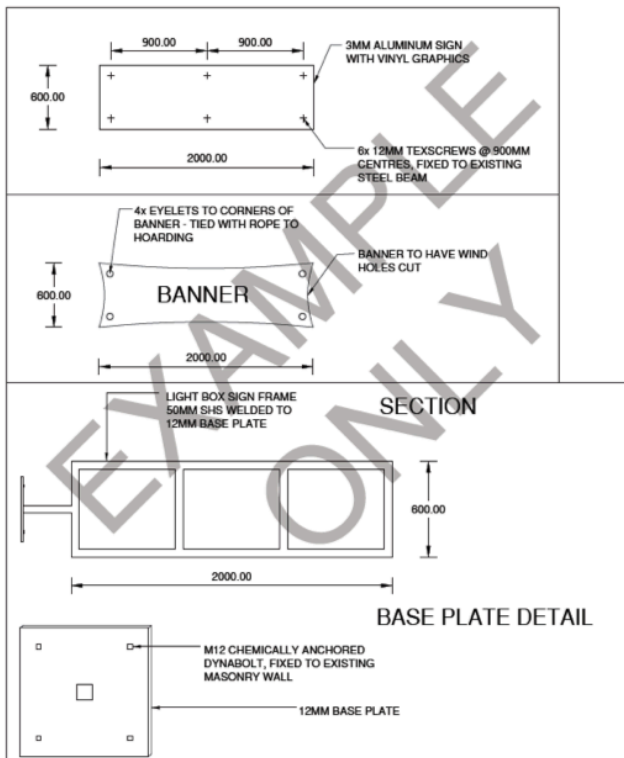
Example of the necessary setbacks and clearances required for signage over or near to a footpath and/or roadway.

Signage



Example of Site, Location and Elevation Plan

SIGN FIXING DETAILS



Example of Fixing & Construction Details

Development Application Requirements

Lodge your Development Application online at: cityofadelaide.com.au/da with the following:

A Lodgement fee is required at the time of lodging your application online. Council will invoice you for any other required fees.

Signed Powerline Declaration Form

Copy of Certificate of Title

Site & Location Plan

- A detailed site plan showing the boundaries of the site, location of existing buildings/structures and the location of the proposed signage.
- Minimum scale 1:200 (1:100 preferred)

Elevation Plan

- Details of the external appearance of the building, showing the height, size and location of the signage from the front and side. The clearance distance from the ground to the underside of the sign, and from the edge of the sign to the edge of the kerb, should also be provided if it is to be located underneath a verandah.

Fixing and Construction Details

- Details of the number, sizes and spacing of the fixings/bolts to be used to attach the sign. Details of the material used for the sign or a detailed plan showing the construction of the signage if a light box or something similar is to be used. Structural engineering certification may be requested by Council if the signage that is deemed to be of a significant size.

Proposed Content

- Details of the content/graphics of the proposed signage, including colours and method of illumination, if proposed.

Further Information

For further information or to discuss your specific requirements, please contact Council's Development Assessment team on **08 8203 7185** or d.planner@cityofadelaide.com.au.