

Temporary Community Event Signage on Council Owned Land

This policy applies to all signage on Council owned/managed land, as permission is required for the display of temporary community event signs from Council as the land manager/owner. Council's Local Law defines Council land as any land vested in or under the control of the Council, including reserves, watercourses, reservations and the like, but excludes a road. In particular, this policy seeks to allow temporary community event signage in certain locations, provided that they comply with the specified requirements/exemptions contained in this policy. All other signs to be displayed on Council land will require a Planning Permit in accordance with the requirements of Clause 52.05 of the Maribyrnong Planning Scheme.

A temporary community event sign is a sign publicising a **local** educational, cultural, religious, social or recreational event, which is for a **non-commercial** purpose. **This does not include signage associated with membership drives and enrolments etc.** The community event **must** be held within the Municipality with the proposed signage displayed for a limited time.

The intent of this policy is to facilitate the advertising of fetes, fairs, functions and other community events held within the City of Maribyrnong. Signs must be for non commercial purposes.

Temporary community event signs are advertising boards, often sponsored by a private company such as a Real Estate Agent so as to be visible from the external part of a site.

Maribyrnong City Council will allow only one (1) sign per allocated site. Council may allow a maximum of three (3) signs at separate locations publicising the one event at any one time. Erection of posters and banners will not be permitted.

Signs must not be displayed for more than four weeks (4) weeks before the date of the event and must be removed within three (3) working days after the event has occurred.

The applicant/responsible person(s) or organisation shall properly maintain the sign in a clean condition and the sign presented must be of a professional and quality finish.

The sign must not obstruct or obscure the sight distance to motor vehicles or pedestrians. A sign proposed to be displayed on Vic Roads land (shown *** in the table) must comply with the following conditions:-

1. The sign shall not be animated or dynamic.
2. Any sign, including appurtenances such as lighting must be erected within the property line and must not obstruct a driver's line of sight at a corner or bend, or between roads at a junction or any point of egress.

The proposed signage display area must not exceed 5 square metres with no part of the sign higher than 3 metres above ground level. No more than 15% of the sign may be dedicated to the sponsor's logo.

Signs are to be freestanding and cannot be attached to trees, power poles, light poles, fixtures, Council buildings or other structures in or on Council controlled land.

Signs are to be located only in approved locations. Signs must not be animated or illuminated in any way.

Council has nominated 11 sites, on land owned or managed by Council, where temporary community event signage can be placed. Sites have been selected where the sign will have good exposure but will not unduly affect the amenity of the parkland or area. These sites are:

1	High Street	High Street	Yarraville
1A	Yarraville Gardens	Cnr Whitehall Rd, Somerville Rd	Yarraville
2	McDonald Reserve	Raleigh Rd & Van Ness Ave	Maribyrnong
3	Bassett Reserve	Geelong Rd	West Footscray
4	Braybrook Park	Churchill Ave & Adamson St	Braybrook
5	Barrett Reserve	Essex Street	Footscray
6	Cranwell Park	Cranwell Street	Braybrook
7	Angliss Reserve	Cnr Francis & Roberts St	Yarraville
8	Cambridge Reserve	Cnr Mitchell & Cambridge St	Maidstone
10 ***	7-11 Site	Williamstown & Somerville Rd	Yarraville
11	Island site	South Rd & Duke St	Braybrook

Note: Specific requirements apply in relation to actual sign position on each site.

*** Demotes Vic Roads site

How do I obtain permission to display a sign? What happens if proper permission is not obtained?

- Complete the relevant application form, (including a \$20 administrative fee) obtained from Council's Local Laws Unit. Applications can be received up to four (4) months in advance of the event date and no later than two (2) weeks prior to the date of the event.
- Provide details of the proposed sign, including written details on the event to be advertised and a sketch of what will be displayed.
- Provide a signed Council indemnity form and evidence of Public Liability Insurance. The insurance policy must be in such a form that indemnifies Maribyrnong City Council. The insured sum must be an amount of no less than \$10,000,000. Failure to comply will result in immediate removal of the sign.
- Nominate up to 4 of the listed sites in order of preference. (Less may be approved).
- A sticker of approval, being Council's authorisation for the display of the sign must be affixed to the top right hand corner of the board. This authorisation will have a start and finish date, being the period for which the sign may only be displayed.
- Signs without the appropriate authorisation, displayed outside the authorised period or erected in the wrong location risk being removed by Council in accordance with the applicable Local Law. Costs incurred will be charged to the responsible organisation or individual. Signs removed will be stored at Council's Works Centre for seven days and will be disposed of after this date.
- In accordance with the applicable Local Law, Council or an authorised officer may cancel or amend a permit or require a sign to be relocated in accordance with the requirements of the policy.

What if I want to put up a sign on Council land which is the site of the event itself?

This will normally be addressed as part of the application to hold the event and may be subject to separate Planning and Local Laws approvals.

For more information and to book a site/s for signage. Contact Council's Local Laws department on 9688 0384.

The following are examples of community signs allowed by this permit and non community or business signs that require separate approvals.

 <p>FUN FAIR KINDERGARTEN 27 October 2005</p>	 <p>CAROLS BY CANDLE LIGHT 24 December 2005</p>
<p>REAL ESTATE AGENT</p>	<p>REAL ESTATE AGENT</p>
<p>ALLOWED</p> 	<p>ALLOWED</p> 
 <p>KINDERGARTEN VACANCIES ENROL NOW!!!!</p>	 <p>CRICKET CLUB TAKING MEMBERS NOW</p>
<p>REAL ESTATE AGENT</p>	<p>REAL ESTATE AGENT</p>
<p>NOT ALLOWED</p> 	<p>NOT ALLOWED</p> 