

Checklist for Applications for 'Advertising Signage'

		Applicant Use	Council Use Only
1.	Completed Application Form – with all sections completed and signed.	0	0
2.	Current and full copy of Certificate of Title (including the relevant plan of subdivision and any applicable S173 agreements/covenants). The title must be produced within the past 3 months.	0	0
3.	Payment of the prescribed application fee.	0	0
4.	One (1) copy of detailed plans to scale showing: <ul style="list-style-type: none"> • The location of the proposed sign on the premises and the distance from property boundaries • The elevations above ground level and all relevant dimensions of the sign • The colour, content and lettering style of the sign • Where relevant, details of the proposed type of illumination, in or of the sign • Where relevant, the location and size of any existing signage including details of the signs to be retained or removed as part of the proposal • Plans must not include a previously endorsed stamp 	0	0

For Office Use Only:

Date	Initial

Disclaimer: Please note that this checklist is for standard information required for lodgement of your application. Additional information may be required by the assessing Planning Officer.