

When is approval required?

Depending on the type of sign that is proposed, from 1 August 2019 a Building Permit may be required. In some instances, a Building Permit and planning approval may need to be obtained.

Planning approval

The City of Cockburn Town Planning Scheme No. 3 (TPS 3) provides guidelines on when planning approval is required and when exemptions are applicable. An excerpt of the TPS, 3 Schedule A below confirms those signs that generally do not require planning approval:

Land Use and/ or Development	Exempted Sign	Maximum Size
In all zones except in the Residential Zone. AMD 6 GG 13/6/06	Advertising. Relating directly to advising the name, address, telephone number and purpose of the service provided on the property on which it is located.	4 square metres
In all zones	Property for sale or auction sign.	6 square metres
In all zones	Advisory signs. About future development or proposal	6 square metres
In all zones	Temporary sign. Advertising a coming event within the district where it will not be erected for more than 4 weeks.	4 square metres
In all zones except in the Residential Zone.	Advertising sign. Displayed on walls, windows or verandah facades which do not project above the wall or roof on which it is attached.	6 square metres

For signs that require planning approval, an application for planning approval is to be submitted to the City's Statutory Planning Services with the following information:

- A completed and signed Form of **Application for Development Approval**;
- Three (3) copies of all plans; and
- A planning application fee.

All signage must comply with the City's **Signs and Advertising Policy LPP 3.7**

Where multiple signs are located or proposed to be located on a site, it is recommended that you contact the City's Statutory Planning Services before commencing to install any signs.

Building approval

Where sign construction work is proposed from 1 August 2019 a Building Permit must be obtained for the proposed sign/s. Signs such as pylon signs require a Building Permit. Where a proposed sign requires any form of mechanical fixing to a building or construction a Building Permit must be obtained.

Where a sign is directly painted onto a wall, window, fascia or similar and does not include mechanical fixing or construction a Building Permit is not required however, planning requirements must be met in regard to the size of the sign and the message on the sign.

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