

Temporary Advertising Sign General Local Law (No 1)

Guide and Application



Purpose

These guidelines are to encourage participation within the community and to support community groups in their activities as well as also protecting the amenity of the municipality.

For Council to regulate and control signage on council land and to reduce the impact to the amenity of public spaces.

These guidelines do not apply to signage at sporting reserves or at event location sites.

Definition of Community group

A local community group is one that can demonstrate to the satisfaction of Council it is a non-profit group which provides a service to the community in general, or to a particular section of it and which has as a principle objective to the enhancement of the wellbeing of Banyule City Council residents.

Local Community groups from Banyule's Municipality and other recognised charitable organisations

Not for profit organisations whose activities are, in the opinion of Council, in the best interests of the community.

Eligibility

The event must be a local educational, cultural, religious, social or recreational event conducted by a non-commercial group.

- The community group must be located within Banyule's municipality to be eligible
- The event being advertised must be occurring within Banyule's municipality

Unfortunately, Council is unable to accommodate applications outside of the eligibility requirements.

Community and charitable groups are only allowed one permit in any six month period.

Site locations is allocated on a first come, first served basis.

Applications must be received no later than four weeks prior to the date in which the applicant wishes to begin advertising.

Signage must not be offensive, indecent or insulting.

Commercial or private businesses are not eligible to apply for Temporary Advertising.

Council has the right to reject any application if it is deemed not to fit within Council guidelines.

Placement of the sign

Council can issue a maximum of two sites per permit, subject to availability.

The permit duration is for 4 week period only, no additional days will be considered.

Applicants can nominate up to three sites listed on the application form, they must be numbered in preferred order.

Artwork must be supplied at the time of application.

No part of the sign may be higher than 3 metres above ground level. The sign must comply with Council's standard dimensions Maximum 1800mm x 1900mm which includes sponsor acknowledgment no more than 400mm x 1800mm.

Sign/s must be removed on the end date listed on the permit. If sign/s are not removed by end date, Council may impound the sign/s with an impound fee to be payable. Council may also issue an Infringement notice to the applicant and sponsoring agent.

The sign must be of sound construction with no protrusions and must be affixed to the site.

The sign/s must not obstruct or obscure the sight distance of motor vehicle or pedestrians.

Where applicable, the sign must be set back a minimum of three metres from any street.

If your preferred location is not listed on this application form, you may be required to obtain a planning permit. You can contact the Planning Team on 9490 4222.

Should you have any questions or concerns please contact Council's Municipal Laws team at permits@banyule.vic.gov.au

Listed Sites

Site Number	Reserve	Location of sign	Preference
1	Yulong	Plenty Road Bundoora	
2	Sparks	The Boulevard and Heidelberg Road Ivanhoe	
3	Burke Road North	The Boulevard near Burke Road North Ivanhoe East	
4	Ivanhoe Park	Lower Heidelberg Road Ivanhoe East	
5	War Memorial*	Corner of Ester and Henry Street Greensborough	
6	Yandell	St Helena Road Greensborough	
7	Greensborough Park	Diamond Creek Road Greensborough	
8	Karingal Road	Karingal Drive and St Helena Road Greensborough	
9	Malcolm Blair	Corner of Weidlich Road and Karingal Drive Greensborough	
10	Bolton Street	Corner of Bolton and Cressy Street Eltham	
11	Montmorency Park	Para Road Montmorency	
12	Macleod Oval	Corner of Ruthven and Carwarp Street Macleod	
13	AK Lines	Grimshaw Street Watsonia	
14	Heidelberg Park	Beverley Road Heidelberg	
15	De Winton	Grove Road Heidelberg	
16	Warringal Parklands	Beverley Road Heidelberg	
17	Ford Park	Banksia Street Bellfield	
18	Malahang	Corner of Southern and Oriel Road Heidelberg West	

*Veterans events only at this location

Checklist

- Application submitted 4 weeks before advertising date
- Community Group is located within Banyule
- Event is occurring within Banyule
- Public liability details supplied
- Artwork of sign supplied
- My community group has had no Temporary advertising permits issued in the last six (6) months

Applicant details

Applicant name:	
Postal address:	
Email address:	
Mobile:	

Community group details

Community group name:	
Community group location: **MUST BE LOCATED IN BANYULE**	

Signage details

Name of Event:	
Date of Event:	
Location of Event: **MUST BE LOCATED IN BANYULE**	
Number of signs requested: Maximum 2	
Requested date range of sign placement: Maximum 4 week period	
Dimensions of sign:	
Is anyone sponsoring the sign:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Name of sponsor:	
Artwork supplied to Council for approval:	Yes <input type="checkbox"/> No <input type="checkbox"/>

Insurance details

Insurance Company:	
Policy Number:	
Expiry Date:	
Liability Limit: minimum \$20M	

Declaration

Council respects all personal and confidential information provided by the applicant and will do everything possible to protect information from unauthorised access, loss or misuse. Information collected from you is required for the delivery of Council Services in accordance with Council's powers, functions and purposes under the Local Government Act 1989 and other relevant legislation. It may also be used by Council to conduct research and customer satisfaction surveys so that we may better understand community needs and can improve service delivery. Should you need to change your details, please contact Customer Service on (03) 9490 4222.

I, *(Please print)*....., understand that the information provided will be used in accordance with relevant legislation and declare that this information is correct to the best of my knowledge. I understand the standard conditions for a permit to place a Temporary sign on council land or roadway.

Signature..... Date.....

Applications can be submitted to enquiries@banyule.vic.gov.au

Council's service promise allows up to 10 business days to process all applications.