

Application for A Frame

Signage registration

Roads Act 1993

Office Use Only

Receipt No	
Date	
Amount	

Name and Address of Applicant

Name

Address

Contact Name Contact Tel. No

Licence to be: (please tick appropriate box) ☐ Collected ☐ Posted

Property Description (where sign is to be located)

Name of Business

Lot No DP No Street Number

Street

Suburb

Sign Located on ☐ Council Land:

☐ **Renewal:** (Complete Renewal Only section on the next page)

OR

☐ **New Registration:**

Under Clause 3.1 Hawkesbury
Local Environmental Plan 2012 –
Exempt Development

- Site Plans showing: Provided ✓
 - Property dimensions & north point ☐
 - Location of proposed sign ☐
 - Setbacks to property boundaries and other structures on the site ☐
- Elevation plans (photos accepted) showing: Provided ✓
 - Wording ☐
 - Colours ☐
 - Sign dimensions (length width & height) ☐
- Copy of current Public Liability Insurance valued at \$10 million nominating Owner and Council (if on council or Public Land) ☐

* NOTE: Original Insurance MUST Be Sighted on Lodgement



Renewal Only

1. Development approval ☐ Yes DA No:
Or Exempt Development ☐ Yes

2. Registration No

Have you made any changes to this sign since the last renewal? ☐ Yes ☐ No

If Yes

Photo of changed sign provided ☐ Yes ☐ No

Provide a description below of changes made to the sign

Signature of Applicant

Date

OFFICE USE ONLY

The original Insurance Indemnity has been sighted

Name of Council Officer

Signature Date

(See overleaf information on Hawkesbury Local Environmental Plan 2012 – 3.1 Exempt Development)

Privacy Notice

Council is bound by the provisions of the Privacy and Personal Information Protection Act 1998, in the collection, storage and utilisation of personal information provided in this form. Accordingly, the personal information will only be utilised for the purposes for which it has been obtained and may be available for public access and/or disclosure under various NSW Government legislation.



Hawkesbury City Council

A Frame approval is given under Section 139 of the Roads Act 1993.

Local Environmental Plan 2012

3.1 Exempt Development

1. The objective of this clause is to identify development of minimal environmental impact as exempt development.
2. Development specified in Schedule 2 that meets the standards for the development contained in that Schedule and that complies with the requirements of this Part is exempt development.
3. To be exempt development, the development—
 - a) must meet the relevant deemed-to-satisfy provisions of the Building Code of Australia or, if there are no such relevant provisions, must be structurally adequate, and
 - b) must not, if it relates to an existing building, cause the building to contravene the Building Code of Australia, and
 - c) must not be designated development, and
 - d) must not be carried out on land that comprises, or on which there is, an item that is listed on the State Heritage Register under the Heritage Act 1977 or that is subject to an interim heritage order under the Heritage Act 1977.
4. Development that relates to an existing building that is classified under the Building Code of Australia as class 1b or class 2–9 is exempt development only if—
 - a) the building has a current fire safety certificate or fire safety statement, or
 - b) no fire safety measures are currently implemented, required or proposed for the building.
5. To be exempt development, the development must—
 - a) be installed in accordance with the manufacturer's specifications, if applicable, and
 - b) not involve the removal, pruning or other clearing of vegetation that requires a permit, development consent or other approval unless it is undertaken in accordance with a permit, development consent or other approval.

Note -

See State Environmental Planning Policy (Biodiversity and Conservation) 2021, Chapter 2 and the Local Land Services Act 2013, Part 5A.

A heading to an item in Schedule 2 is part of that Schedule.

Signs – sandwich boards (A frame)	Criteria
	<p>Sandwich boards A frame (council property and public places)</p> <ul style="list-style-type: none">• Maximum area 1.2m² on each of the 2 faces• Must not obstruct access or line of sight for vehicular traffic• Must be located no more than 5m from the business to which it relates• Maximum of 1 sign per business

	<ul style="list-style-type: none"> • Each sign shall be registered with the Council. A registration plate issued by the Council shall be permanently affixed to the sign for identification. • Each sign is to be covered by public liability insurance to the value of \$10 million that protects both the owner of the board and the Council. The owner is to provide evidence of the insurance to the Council annually or at such other times as may be requested by the Council. • Sign must not be mounted on any vehicle, tree, pole, building or like. • Sign to not be illuminated.
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