

# Building Information Sheet:

## Permanent Signs

### Permanent Signs

A permanent sign is a sign that allows for the advertisement of commercial businesses.

### Approvals

A Building Permit is required to erect permanent signs which are not exempted under Schedule 4 of The Building Regulations 2012.

An Application for Building Permit Certified or Uncertified form must be submitted to the City if the sign is not exempt from the requirement for a Building Approval.

A Planning Approval may be required if the proposed signage does not comply with Local Planning Policy LP.07 for Advertising Signs. The applicant is responsible for obtaining determination on the requirement for a Planning Approval from the City's Planning Services Department.

### Location:

No permanent signs shall be permitted to be placed in a public place or road verge.

### Fees:

The required fees can be determined using the City's [Building Fees Calculator](#). Class of Building is a Class 10 for the purposes of calculating fees.

### Required plans:

*The following plans are required:*

- Site plan at a minimum scale of 1:200, showing the whole property and the distance the proposed sign will be setback from the lot boundaries and any other building on the lot
- Elevation of the sign showing all dimensions and the inscriptions to appear on the sign
- Structural details of the sign including size and type of materials to be used in the construction of the sign and fixing details

### Notes

Building Services may require that the structural details of some signs be designed/certified by a professional Structural Engineer

#### Disclaimer

*This information sheet is provided as generalised information. While we aim to keep the content of this document current and accurate, we accept no responsibility or warranties for actions based on the information provided. The City of Canning encourages you to seek professional advice before acting on any information contained in this document. Please contact the City of Canning if you wish to comment on the forms provided and information contained within. Any reported errors will be amended.*

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