



## Plan Pac – Application for Advertising Signage for a Planning Permit

<b>For all planning applications the following <u>MUST</u> be provided:</b>
<ul style="list-style-type: none"><li><input type="checkbox"/> A completed and signed 'Application for Planning Permit'</li><li><input type="checkbox"/> A full current copy of Title for the land showing the plan of subdivision (no older than 3 months)</li><li><input type="checkbox"/> The prescribed application fee</li><li><input type="checkbox"/> Details of any relevant easement, covenant or Section 173 Agreement that applies to the land</li></ul>



In addition to the information required above for all planning applications, the following should be provided:

- ☐ 3 copies (A4 or A3) of plans drawn at a scale of 1:100 or 1:200 showing as appropriate:
  - ☐ The exact location of all existing and proposed signage on the land
  - ☐ Exact dimensions of the proposed signage, including the height, width and depth of the signage
  - ☐ Front, side and rear elevations of the signage (or location on a building if applicable) including exact height dimensions and the distance above natural ground level
  - ☐ Extent of the projection of the signage, clearance above the footpath and or laneway surface and distance to the face of the kerb (if applicable)
  - ☐ Plans depicting the proposed colours and building materials
  - ☐ Details of the illumination, floodlighting and animation (if applicable)
  - ☐ Locality Plan: showing the property in relation to the nearest main road

**Please note this checklist is for standard information required for lodgement. Additional information may be required by the assessing planning officer after lodgement.**

**For further assistance in the preparation of your application, please call the Planning Department on (03) 5871 9222**