



DIRECTIONAL  
ROAD SIGNAGE  
POLICY  
P1.0005.3

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# DIRECTIONAL ROAD SIGNAGE

**DIVISION:** Community Assets  
**BRANCH:** Traffic, Depot and Building Services  
**CATEGORY:** 2

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## PART 1 - INTRODUCTION

### 1. BACKGROUND

- 1.1 Directional road signage assists in wayfinding for drivers, riders and pedestrians. It is particularly useful for community attractions that have regular visitation from a wide catchment with people less familiar with the precinct. Directional signage can help promote visitor attractions but should not be used as commercial advertising.
- 1.2 Excessive or unclear use of directional signs can lead to confusion, causing distraction and increasing the road safety risk. They can also impact on visual amenity.

### 2. OBJECTIVE

- 2.1 The policy provides a standard means of signposting community facilities, services and tourist attractions without detriment to road safety and surrounding amenity.
- 2.2 The policy seeks to minimise sign clutter and avoid inappropriate signage placement.

### 3. SCOPE

- 3.1 The policy applies to standard directional signs, proposed by Council or third parties.
- 3.2 The policy applies to fingerboard and guide signs.
- 3.3 The policy does not apply to tourist signage from the State Road network. Applications for such signs need to be submitted to the Tourist Attraction Signposting Assessment Committee.
- 3.4 The policy does not apply to signage within parks and open space, Local Government Area and suburb welcome signs, or otherwise non-standard Council-approved wayfinding schemes.

### 4. DEFINITIONS

- 4.1 **Directional sign** – road sign that aids navigation.
- 4.2 **Fingerboard** – horizontal metal blade attached to a single post (180mm high and a maximum of 1100mm long, subject to the text displayed).
- 4.3 **Guide sign** – Authorised traffic sign listed on the RMS Traffic Signs Database.

## **PART 2 - POLICY STATEMENT**

### **5. GUIDELINES FOR SIGN TYPE, STYLE AND PLACEMENT**

- 5.1 Consideration will be given to guide signs for major facilities where:
- Signage is in accordance with Roads and Maritime Services traffic signs guidelines;
  - Roads and Maritime Services has given approval for the signage based on their assessment of traffic generation of the facility, noting that delegation is not given to Council to approve this type of signage.
- 5.2 Fingerboards shall be placed on posts that support street name signs, wherever available. The signs should align with and be placed under the street name sign. A maximum of three facilities shall be signposted at any one location.
- 5.3 Fingerboards shall be designed in accordance with Australian Standard AS 1742.5 with white text on blue background, Council's logo and a chevron arrow. Consideration will be given to using brown background where a facility is primarily of interest to tourists. Only one line of text shall be used on a single blade.
- 5.4 Typical facilities that may be considered for signage include:
- Council facilities and parking areas
  - Waste disposal / recycling facilities open to the public
  - Council sporting facilities and recreational grounds
  - Lookouts
  - Emergency services and hospitals
  - Post Offices
  - Public transport interchanges
  - Education facilities
  - Places of worship
  - Airports and airstrips
  - Town and neighbourhood centres
  - Museums and galleries
  - Heritage and historic sites
  - Tourist facilities
  - Visitor attractions.
- 5.5 Applications for visitor attractions will need to demonstrate that they have regular visitation throughout the year, in particular by visitors from out of the area.

### **6. PROCEDURE FOR APPLICATION**

- 6.1 Applications from third parties should be made in writing to Council.
- 6.2 Council will determine if signage is approved and will advise the applicant, the cost, for undertaking manufacture installation of signs as per Council's Fees and Charges schedule. This cost will not incorporate a maintenance component. For signage in new subdivisions, Council may consent to the applicant undertaking the works as part of the Subdivision Consent.

- 6.3 Any sign in disrepair or no longer applicable may be removed at the discretion of Council following notification to the facility operator.
- 6.4 The initial installation cost and ongoing maintenance and replacement of signage shall be at the full cost of the applicant. Installation, maintenance and replacement of the signs other than by Council is only permitted if written approval is given by an authorised Council Officer.

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**RELEVANT LEGISLATIVE INSTRUMENTS:** *Roads Act 1993*

**RELATED POLICIES, PLANS AND PROCEDURES:** Australian Standard AS 1742.5 and 1742.6

**RESPONSIBLE DIRECTOR:** Director Community Assets

**APPROVAL:** Council

**HISTORY:**

<b>Version</b>	<b>Approved by</b>	<b>Changes made</b>	<b>Date</b>	<b>EDMS Number</b>
1	Council	New policy	25/06/1990	
2	Council	Minor amendments	27/07/1998	15/224577
3	Council	General revision, amendments and removal of street name signs	25/06/2019	19/186599