

CP.55 Signs – Building Permit Requirements

<i>Responsible Department</i>	Development and Community Services
<i>Resolution Number</i>	C.5434
<i>Resolution Date</i>	26/11/2025
<i>Next Scheduled Review</i>	2027/28
<i>Related Shire Documents</i>	Manage Building Application Process
<i>Related Legislation</i>	

OBJECTIVE

To require that signs meet safety standards and have the necessary approvals.

SCOPE

Applies to all building applications relating to signs.

POLICY

All signs requiring planning approval, with the exception of Window Signs, Portable Signs, or Fascia/Wall Signs, less than 2m² fixed directly to the face/ wall of the building, shall require a building permit.

All applications shall be in the form of a building permit application and show:

1. Position of sign
2. Size of sign
3. Method of construction, attachment and support

Note: In some cases, depending on the size and nature of the sign, Structural Engineers Certification may be required, following assessment by the Building Surveyor.