



Installation of advertising devices (signs) to be assessed under the local law application - Expedited (Fast Track) assessment



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Fees listed are applicable 1 July 2020 – 30 June 2021

ABN: 92 967 232 136

This application form is to be submitted for proposed temporary or permanent signs on public land and temporary signs on private land. For information regarding the application process for proposed permanent signs on private land refer to the MBRC Planning Scheme.

Applicant details:

- If applicant is an individual - complete Section A If applicant is a company - complete Section B
 If application is an Incorporated Association - complete Section B

Section A - Individual application

First name: Surname:
 Address (not a PO Box):
 ABN (if applicable):
 Postal address:
 Email address:
 Home number: Mobile phone: Work phone:

Section B - Company or Incorporated Association application

Legal name:
 ABN: ACN:
 Email address:
 Address (not a PO Box):
Companies - registered address
Incorporated associations - nominated address as registered with ASIC
 Postal address:
 Contact person name:
 Business number: Mobile phone: Work phone:
 Email address:

Sign details:

Address where sign is proposed to be erected:
 Real property description: Lot: Plan:
 Trading name of business/entity proposed advertising device is for:
 Proposed wording to be displayed:
 (Please attach a separate page if insufficient space.)
 Period licensable sign is proposed to be displayed: To: From:

Sign details continued:

Type of proposed sign:

For advertising device description and specific requirements and conditions refer to Moreton Bay Regional Council's Subordinate Local Law 1 (Administration) 2011, Schedule 9, Table 3

- | | | |
|---|---|---|
| <input type="checkbox"/> Commercial Flag Advertising Device | <input type="checkbox"/> Fly Poster Panel | <input type="checkbox"/> Banner Advertising Device |
| <input type="checkbox"/> Vertical Banner Advertising Device | <input type="checkbox"/> Bunting Advertising Device | <input type="checkbox"/> Inflatable Advertising Device |
| <input type="checkbox"/> Construction Site Fence Advertising Device | <input type="checkbox"/> Construction Site Advertising Device | <input type="checkbox"/> Boundary Fence Advertising Device |
| <input type="checkbox"/> High-Rise Building Advertising Device | <input type="checkbox"/> Roof/Sky Advertising Device | <input type="checkbox"/> Sign Written Roof Advertising Device |
| <input type="checkbox"/> Sign Written Non-Building Structure Advertising Device | <input type="checkbox"/> Pole Advertising Device | <input type="checkbox"/> Projecting Advertising Device |
| <input type="checkbox"/> Sporting Complex Advertising Device | <input type="checkbox"/> Pylon Advertising Device | <input type="checkbox"/> Multiple Advertising Device |
| <input type="checkbox"/> Billboard or Hoarding Advertising Device | <input type="checkbox"/> Bus Shelter Advertising Device | <input type="checkbox"/> Identilite Advertising Device |
| <input type="checkbox"/> Projected Image Advertising Device | <input type="checkbox"/> Electronic Graphic Display Screen | <input type="checkbox"/> Animated Advertising Device |
| <input type="checkbox"/> Miscellaneous Advertising Device, please provide description: | | |
| <input type="checkbox"/> Commercial Flag Advertising Device | <input type="checkbox"/> Fly Poster Panel | <input type="checkbox"/> Banner Advertising Device |
| <input type="checkbox"/> Vertical Banner Advertising Device | <input type="checkbox"/> Bunting Advertising Device | <input type="checkbox"/> Inflatable Advertising Device |
| <input type="checkbox"/> Construction Site Fence Advertising Device | <input type="checkbox"/> Construction Site Advertising Device | <input type="checkbox"/> Boundary Fence Advertising Device |
| <input type="checkbox"/> High-Rise Building Advertising Device | <input type="checkbox"/> Roof/Sky Advertising Device | <input type="checkbox"/> Sign Written Roof Advertising Device |
| <input type="checkbox"/> Sign Written Non-Building Structure Advertising Device | <input type="checkbox"/> Pole Advertising Device | <input type="checkbox"/> Projecting Advertising Device |
| <input type="checkbox"/> Sporting Complex Advertising Device | <input type="checkbox"/> Pylon Advertising Device | <input type="checkbox"/> Multiple Advertising Device |
| <input type="checkbox"/> Billboard or Hoarding Advertising Device | <input type="checkbox"/> Bus Shelter Advertising Device | <input type="checkbox"/> Identilite Advertising Device |
| <input type="checkbox"/> Projected Image Advertising Device | <input type="checkbox"/> Electronic Graphic Display Screen | <input type="checkbox"/> Animated Advertising Device |
| <input type="checkbox"/> Garage Sale Advertising Device | <input type="checkbox"/> Directional/Leader Advertising Device | <input type="checkbox"/> Real Estate Advertising Device |
| <input type="checkbox"/> Mobile Advertising Device | <input type="checkbox"/> Display Home Advertising Device | <input type="checkbox"/> Estate Sales Advertising Device |
| <input type="checkbox"/> Community Organisational Advertising Devices | <input type="checkbox"/> Directional Community Advertising Device | <input type="checkbox"/> Motor Vehicle Advertising Device |
| <input type="checkbox"/> Sporting Field Advertising Device | <input type="checkbox"/> Lantern Advertising Device | <input type="checkbox"/> Window Advertising Device |
| <input type="checkbox"/> Awning Face Advertising Device | <input type="checkbox"/> Under-Awning Advertising Device | <input type="checkbox"/> Hamper Advertising Device |
| <input type="checkbox"/> Stall Board Advertising Device | <input type="checkbox"/> Blind/Canopy Advertising Device | <input type="checkbox"/> Created Awning Line Advertising Device |
| <input type="checkbox"/> Above Awning Advertising Device | <input type="checkbox"/> Wall Advertising Device | <input type="checkbox"/> Ground Advertising Device |
| <input type="checkbox"/> Business nameplate Advertising Device | <input type="checkbox"/> Trade Advertising Device | <input type="checkbox"/> Blackboard sign |
| <input type="checkbox"/> Sign not identified above, please provide description: | | |

Sign details continued:

Is the sign illuminated? Yes No

Is the sign double-sided? Yes No

Third party advertising:

Will proposed sign incorporate third party advertising? Yes No

Third party advertising is only permitted on the following types of advertising devices:

- Billboard or Hoarding Advertising Device
- Bus Shelter Advertising Device
- Fly Poster Panel
- Miscellaneous Advertising Device
- Sporting Field Fence Advertising Device
- Sporting Complex Advertising Device

Size and dimensions:

Metric dimension of sign: Height: Length: Area in m²:

Related vehicles:

Registration number of any vehicle used to display the advertising device:

Installer/exhibitors details:

Contact person details: Date of birth:

First name: Surname:

Legal name (if company):

Registered address (not a PO Box):

Postal address:

Email address:

Home number: Mobile phone: Work phone:

Supporting information required to be submitted with this application:

- Completed application form and expedited assessment fee \$156.00;
Note: Applications for permanent signs on private land, refer to MBRC Planning Scheme or contact Council for further information on the application process; this is not the correct application form.
- A sketch plan or plan of the proposed advertising device including its dimensions, locations, materials and how it will be supported;
- Details of any illumination, animation, moving parts, reflective material or Third Party Advertising that the proposed Advertising Device will contain the registration details of any vehicle that will be used to display the sign;
- If proposed advertising device is to be located on land, structures or infrastructure that the applicant does not own (other than land, structures or infrastructure owned or controlled the local government) the owner's written consent to the installation;
- If proposed advertising device is visible from a State-Controlled Road, written evidence from the Queensland Department of Transport and Main Roads advising of the signs suitability must accompany this application. Refer to section 139 of the Transport Operations (Road Use Management - Accreditation and Other Provisions) Regulation 2015 (Qld);
- A written submission explaining how the advertising device meets the;
- Criteria set out in Schedule 9, Section 5, Moreton Bay Regional Council's Subordinate Local Law 1 (Administration) 2011:
- (a) not endanger the health and safety of any person;
- *the Licensable Sign must, where applicable:*
 - *be designed, constructed and installed in accordance with any applicable laws, regulations, codes or standards;*
 - *be designed and constructed to a standard that will withstand expected wind loadings, tension and sheer forces;*
 - *not be the same as, or like, a traffic sign;*
 - *be appropriately set back from kerbsides and property boundaries;*
 - *not be likely to cause an obstruction to pedestrians or an unreasonable distraction to motorists;*
 - *not obstruct a person's view of traffic, or a motorist's or cyclist's view of pedestrians, other traffic, or the road ahead to intersections, traffic signals, railway crossings and vehicle merging situations;*
 - *not cause a potential safety hazard due to the sign's illumination, reflective material, animation, or such other thing;*
 - *when mounted over a footpath (other than a blind or canopy), provide a minimum clearance of at least 2.4m;*
 - *when located where vehicles pass underneath it, provide a minimum clearance of at least 5.7m from ground level;*
 - *be designed and constructed to conceal conduits, wiring and switches if it contains electrical components that are not integral to the design of the sign*
- and
- (b) not have a significant impact on visual amenity;
- *the Licensable Sign should, where applicable:*
 - *be of an appropriate size, nature and scale for the location;*
 - *complement or be harmonious with the buildings and features of the location;*
 - *not cause visual clutter through a discordance of size, shape and colour with surrounding buildings and immediate local features;*
 - *not block or compromise a person's view from their private property; and*
 - *be harmonious with any existing signage, or advertising package, at the location.*
- and
- (c) not cause or potentially cause environmental harm;
- *the Licensable Sign should, where applicable:*
 - *be constructed from material that that is reusable, repurposable or recyclable whether in whole or in part; and*
 - *not be nailed or otherwise affixed to trees or other vegetation.*
- and

Supporting information required to be submitted with this application continued:

- (d) not cause damage to public infrastructure or private property;
 - *the Licensable Sign must, where applicable:*
 - *not be affixed to infrastructure owned by the local government or a utility provider unless their written consent has been obtained;*
 - *not be installed in such a way that it could cause damage to private property.*
- and
- (e) not constitute a restricted advertising device in the proposed area or locality; and
- (f) be generally consistent with any specific requirements for that licensable sign and the general licensable sign criteria where applicable.

Note-

- *under section 9(1) of the authorising local law, the local government may also have regard to other criteria.*

- Specific Requirements for the Licensable Sign as set out in Tables 2 & 3, Schedule 9, Moreton Bay Regional Council's Subordinate Local Law 1 (Administration) 2011.
- Evidence of a current public liability insurance policy to the value of \$20,000,000 with Moreton Bay Regional Council noted as an interested party and the policy must indicate that it has "Australia-Wide" coverage.
- Copy of completed indemnity form (page 6 of the application form).

Fast track (expedited assessment) applications:

Council will assess properly made fast track (expedited assessment) applications within 3 business days. If the application is received without the required supporting information the application will be deemed not properly made and Council will advise the applicant in writing. Upon receipt of the required supporting information, Council will assess the application within 3 business days of receiving all the required supporting information.

Customer summary:

I acknowledge the information provided in the application is, to my knowledge not false or misleading. I understand that if upon lodgement of this application the sign is determined to be self assessable and meets all the self assessable criteria as per Moreton Bay Regional Council's Local Law for Advertising Devices, no refunds will be given for the assessment of the application.

Signature: Date:

Office use only		
CSO: _____	Licence number: _____	
Receipt number: _____	Amount: _____	Date: _____

Privacy statement

Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your sign application. Some of the information may be given to Department of Transport and Main Roads for the purpose of assessing a sign facing a State controlled road. Council will use your personal information to update council's customer information records and to contact you about other functions and services of council.

Indemnity – for approvals granted under a Moreton Bay Regional Council Local Law:

This form must be completed and submitted with your application.

In consideration of Moreton Bay Regional Council (“council”), giving approval for:

(Name of activity to which the approval relates) (“the Activity”)

At;

(Address/area where the activity is to be undertaken)

I/We;

(Applicant)

1. Agree to indemnify council and keep it indemnified against any claim, demand, action, suit or proceeding that may be made or brought against council, its employees, contractors and elected members for personal injury to or death of any person or loss of or damage to any property caused by, arising out of or as a consequence of the Activity;
2. Acknowledge that council has not made any claim, statement or inference with regard to the suitability of the facility or land for the Activity and I/we have satisfied my/ourselves in this regard.

Name of applicant:

Signature: Date:

Name of applicant:

Signature: Date:

Privacy statement

Moreton Bay Regional Council is collecting the personal information contained within this indemnity for the purpose of indemnifying council for approvals granted under a Moreton Bay Regional Council Local Law. Council will use your personal information to update council’s customer information records and to contact you about other functions and services of council.