

# Fast Track Planning Application Signage Checklist

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## When is a planning application required for a Sign?

The type of advertising signage varies quite significantly. The following list provides some examples of the range of different advertising signage used by businesses within the City of Swan.

- Pylon Signs
- Flush Mounted Signs (to a building, wall, or fence, including signs which are painted on a building, wall or fence)
- Portable Signs
- Flags & Flagpoles
- Balloons & Bunting Advertising

Given the varying nature of advertising signage, the City’s Local Planning Scheme comprises a detailed list of **planning application exemption criteria** for different types of signs within different zones. Attached is a copy of the Scheme’s *Schedule 5A – Exempted Advertisements* for your information. If your proposal for signage complies with the criteria set out in Schedule 5A then you will **not** be required to submit a planning application.

## When is Signage not a Fast Track application?

A Signage application cannot be considered using the Fast Track process if the proposal:

- When the proposal requires Council determination;
- Involves a property which is within a Heritage Area or on a Heritage List and proposes development which is visible from a public space (i.e. street, park etc);
- Proposes a significant variation to the current Local Planning Scheme and/or Local Planning Policy requirements.
- Is required to be referred to a State Government Agency or committee for comment;
- Is a retrospective application; or
- Is required to be advertised

The following information is required to be included in your planning application. You may submit your application to the City via post or in person. Please note that the City does not currently accept electronic planning applications.

Documents	When are they required?
1. Completed City of Swan Planning Application Form	Always
2. Completed Metropolitan Region Scheme Form 1	Always
3. Payment of relevant Planning Fees and Charges	Upon receipt of your application we will invoice you
4. A current ASIC Search Extract from the Australian Securities and Investment Commission (ASIC) database	If the property is owned by a company or business
5. Current copy of the property’s Certificate of Title	Always
6. Completed <i>Signage Checklist &amp; Questionnaire</i>	Always
7. Three (3) copies of a Site Plan drawn to scale	Always
8. Three (3) copies of a set of Elevation Plan drawn to scale	Always
9. Completed Heritage area – Checklist and questionnaire	Only if your property is in a Heritage Area or on the Local or State Heritage List

# Fast Track Planning Application

## Signage Questionnaire

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1. Please describe the type of signs proposed (i.e. portable A-frame; pylon sign; mounted on a wall, window or fence) and the business/activity proposed to be advertised.

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2. Is the sign intended to be temporary and if so for what period will the sign be erected?

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3. Please provide the dimensions, surface area and height details of each sign proposed in the table below?

Number of Signs	Width (m)	Length (m)	Surface Area (m <sup>2</sup> )	Top of sign height from ground level	Bottom of sign Height from ground level

4. Will the proposed sign be illuminated in any manner? (i.e. spot lights from above or below, back-lighting etc) and if so, how will it be illuminated and at what times?

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5. Is the proposed sign going to flash or pulsate, and if so please explain how and when this will occur?

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6. Do you propose to erect any advertising balloons, bunting and/or flags and if so please provide a detailed description of each?

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# Fast Track Planning Application

## Signage Checklist

### Pylon Signs

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The City's *Local Planning Scheme No.17* defines a 'Pylon Sign' as follows:

*"pylon sign means a sign, greater than three metres in height, supported by one or more piers and not attached to a building and includes an attached frame supported on one or more piers to which sign in-fills can be added"*

#### Commercial & Industrial Zones

Zones	The property's heritage significance	A planning application for a pylon sign is required in the following instances
General Commercial Zone	<ul style="list-style-type: none"> <li>it is located within a Heritage Area;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the pylon sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more than</b> 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it <b>exceeds</b> 3m<sup>2</sup> in area.</li> </ul> </li> </ul> <p>Note: All other pylon signs which do not comprise advertising as described above require a planning application in all instances.</p>
Highway Service Zone Private Clubs and Institutions Zone Industrial Development Zone General Industrial Zone Light Industrial Zone	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Area</u></li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the pylon sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area; and</li> </ul> </li> <li>there is <b>more</b> than one pylon sign on the property;</li> <li>has a surface area of <b>more</b> than 6m<sup>2</sup> per side;</li> <li>the sign and its supporting pylon have a combined height of <b>more</b> than 6m;</li> <li>has a clearance under it of <b>less</b> than 2.4m;</li> <li>the sign <b>does not</b> predominantly displays the name or nature of the business existing on site; and</li> <li>displays the details of a business operating from a property which is not the property the sign is proposed to be erected on.</li> </ul> <p>Note: All other pylon signs which do not comprise advertising as described above require a planning application in all instances.</p>

#### All Remaining Zones

Zones	The property's heritage significance	A planning application for a pylon sign is required in the following instances
All Residential Development Zones All Rural Zones All Strategic Regional Centre Zones All Special Use Zones	The property's heritage significance does not affect whether a planning application is required in this instance.	<ul style="list-style-type: none"> <li>the pylon sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area.</li> </ul> </li> </ul> <p>Note: All other pylon signs which do not comprise advertising as described above require a planning application in all instances.</p>

# Fast Track Planning Application

## Signage Checklist

### Flush Mounted Signs

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#### Commercial & Industrial Zones

Zones	The property's heritage significance	A planning application for a flush mounted sign is required in the following instances
General Commercial Zone Highway Service Zone Private Clubs and Institutions Zone Industrial Development Zone General Industrial Zone Light Industrial Zone	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Area</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area; and</li> </ul> </li> <li>is flush mounted or painted on a surface <b>other than</b> the wall of a building;</li> <li>any part of the advertisement is <b>more</b> than 5 metres above ground level;</li> <li>the combined area of all signs, hoardings and advertising devices on the property <b>exceeds</b> 20m<sup>2</sup>; or</li> <li>the sign <b>does not</b> predominantly display the name or nature of the business existing on site.</li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area; and</li> </ul> </li> <li>All other flush mounted signs which <b>do not</b> comprise advertising as described above require a planning application in all instances.</li> </ul>

#### Residential Zones

Zones	The property's heritage significance	A planning application for a flush mounted sign is required in the following instances
Residential Development Zone Residential Redevelopment Zone Residential Zone City Centre – Residential Zone City Centre - Mixed Use Zone All Special Use Zones	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Area</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area; and</li> </ul> </li> <li>is flush mounted or painted on a surface <b>other than</b> the wall of a building, fence or wall; or</li> <li>it is illuminated; or</li> <li>is <b>more</b> than 0.2m<sup>2</sup> in area; or</li> <li>contains moving parts; or</li> <li><b>does not</b> solely display the details of a business operating from the lot.</li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area.</li> </ul> </li> </ul> <p>Note: All other flush mounted signs which do not comprise advertising as described above require a planning application in all instances.</p>

# Fast Track Planning Application

## Signage Checklist

### Flush Mounted Signs (cont.)

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#### City Centre Zones

Zones	The property's heritage significance	A planning application for a flush mounted sign is required in the following instances
City Centre - Business Zone City Centre - Shopping City Centre - Showroom City Centre - Mixed Use	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Area</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area; and</li> </ul> </li> <li>is flush mounted or painted on a surface <b>other than</b> the wall of a building;</li> <li>any part of the advertisement is <b>more</b> than 5 metres above ground level;</li> <li>the combined area of all signs, hoardings and advertising devices on the property <b>exceeds</b> 10m<sup>2</sup>; or</li> <li>the sign <b>does not</b> predominantly display the name or nature of the business existing on site.</li> </ul>
City Centre - Commercial Deferred	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property;</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; and</li> <li>it exceeds exceed 3m<sup>2</sup> in area.</li> </ul> </li> </ul> <p>Note: All other flush mounted signs which <b>do not</b> comprise advertising as described above require a planning application in all instances.</p>

#### Rural Zones

Zones	The property's heritage significance	A planning application for a flush mounted sign is required in the following instances
General Rural Zone All Special Rural Zone Swan Valley Rural Zone Rural Living Zone Rural Residential Zone	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Area</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property; or</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; or</li> <li>it exceeds exceed 3m<sup>2</sup> in area; or</li> </ul> </li> <li>is fixed or painted on a surface <b>other than</b> the wall of an existing building, fence or wall; or</li> <li>it is illuminated;</li> <li>it is <b>more</b> than 1m<sup>2</sup> in area;</li> <li>the sign <b>does not</b> predominantly display the name or nature of the business existing on site.</li> </ul>
Landscape Zone Resource Zone	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the flush mounted sign advertises the sale, lease or rent of the land/building or provides construction company details and:                             <ul style="list-style-type: none"> <li>it is erected for <b>more</b> than 6 months in any 12 month period during the construction of a building and/or sale of a property; or</li> <li>is <b>not</b> located on the property which is for sale or where construction is taking place; or</li> <li>it exceeds exceed 3m<sup>2</sup> in area; or</li> </ul> </li> </ul> <p>Note: All other flush mounted signs which <b>do not</b> comprise advertising as described above require a planning application in all instances.</p>

#### Local Reserves

Zones	The property's heritage significance	A planning application for a flush mounted sign is required in the following instances
All Local Reserves	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Area</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>is fixed or painted on a surface <b>other than</b> the following:                             <ul style="list-style-type: none"> <li>a bus shelter or bus shelter seat;</li> <li>a rubbish bin in a public place; or</li> <li>a recreation/sporting and/or community facilities; and</li> </ul> </li> <li>where it fixed or painted to a recreation/sporting and/or community facility, it is <b>visible from outside</b> of that facility.</li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>All flush mounted signs require a planning application.</li> </ul>

# Fast Track Planning Application

## Signage Checklist

### Balloons & Bunting Advertising

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Zones	The property's heritage significance	A planning application for a balloons & bunting is required in the following instances
General Commercial Zone Highway Service Zone Private Clubs and Institutions Zone Industrial Development Zone General Industrial Zone Light Industrial Zone	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a Heritage Area;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the proposal will result in there being <b>more</b> than one (1) balloon on the property; or</li> <li>is displayed for <b>more</b> than 4 consecutive weeks and for <b>more</b> than 3 months in any 12 month period; or</li> <li>has dimensions <b>greater</b> than 9 metres in height and 8 metres in width; or</li> <li>the maximum height above ground level to the top of the balloon <b>exceeds</b> 18 metres; or</li> <li>it is illuminated.</li> </ul>
City Centre - Business Zone City Centre - Shopping Zone City Centre - Showroom Zone City Centre - Mixed Use Zone City Centre - Commercial Deferred Zone	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>All balloons and bunting signs require a planning application in all instances</li> </ul>

# Fast Track Planning Application

## Signage Checklist

### Flags & Flagpoles

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Zones	The property's heritage significance	A planning application for flags & flagpoles is required in the following instances
General Commercial; Highway Service; Private Clubs and Institutions; Industrial Development; General Industrial; Light Industrial;	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Are</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the proposal results in there being <b>more</b> than 2 flag poles on a lot; and</li> <li>each flag pole is <b>less</b> than 6 metres in height;</li> </ul> or <ul style="list-style-type: none"> <li>the proposal results in there being 2 or <b>less</b> flag poles on a lot; and</li> <li>one or both of the flag poles is <b>more</b> than 6 metres in height.</li> </ul>
City Centre - Business Zone City Centre - Shopping Zone City Centre - Showroom Zone City Centre - Mixed Use Zone City Centre - Commercial Deferred Zone	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>A planning application for a flag pole is required in all instances.</li> </ul>
City Centre – Residential Zone All Residential Zones All Rural Zones All Special Use Zones	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a <u>Heritage Are</u>;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>the proposal results in there being <b>more</b> than 1 flag pole on a lot;</li> <li>the flag pole is <b>more</b> than 6 metres in height; or</li> <li>the flag is being used for commercial advertising.</li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>A planning application for a flag pole is required in all instances.</li> </ul>



#### City Centre Zones (excluding City Centre Residential)

Zones	The property's heritage significance	A planning application for a portable sign is required in the following instances
City Centre - Business Zone City Centre - Shopping City Centre - Showroom City Centre - Mixed Use City Centre - Commercial Deferred	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a Heritage Area;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>The proposal is characterised by <b>one</b> of the following elements:                             <ul style="list-style-type: none"> <li>is erected for <b>more</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property and advertises the sale, lease or rent of the land/building or provides the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> <li>is erected for <b>less</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property <b>but does not</b> advertise the sale, lease or rent of the land/building or <b>does not</b> provide the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> </ul> </li> <li>It has a surface area which is <b>more than 1.5m<sup>2</sup></b> per side.</li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a <u>Heritage Area</u>;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>The proposal is characterised by <b>one</b> of the following elements:                             <ul style="list-style-type: none"> <li>is erected for <b>more</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property and advertises the sale, lease or rent of the land/building or provides the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> <li>is erected for <b>less</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property <b>but does not</b> advertise the sale, lease or rent of the land/building or <b>does not</b> provide the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> </ul> </li> <li>All other portable signs which do not comprise advertising as described above require a planning application in all instances.</li> </ul>

#### All Remaining Zones

Zones	The property's heritage significance	A planning application for a portable sign is required in the following instances
All zones	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a Heritage Area;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>The proposal is characterised by <b>one</b> of the following elements:                             <ul style="list-style-type: none"> <li>has a surface area which is <b>more than 1.0m<sup>2</sup></b> per side and the proposal results in <b>no more than 1</b> portable sign on the property; or</li> <li>has a surface area which is no more than 1.0m<sup>2</sup> per side and the proposal results in <b>more than 1</b> portable sign on the property.</li> </ul> </li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a Heritage Area;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>The proposal is characterised by one of the following elements:                             <ul style="list-style-type: none"> <li>is located inside of a building but can be seen outside the building; or</li> <li>is located outside of a building.</li> </ul> </li> </ul>

# Fast Track Planning Application

## Signage Checklist

### Real Estate & Construction Company Signs

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Zones	The property's heritage significance	A planning application for a real estate & construction sign is required in the following instances
All zones	<ul style="list-style-type: none"> <li>it is <b>not</b> located within a Heritage Area;</li> <li>it is <b>not</b> located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>The proposal is characterised by <b>one</b> of the following elements:                             <ul style="list-style-type: none"> <li>is erected for <b>more</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property and advertises the sale, lease or rent of the land/building or provides the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> <li>is erected for <b>less</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property <b>but does not</b> advertise the sale, lease or rent of the land/building or <b>does not</b> provide the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> </ul> </li> <li>is erected for <b>less</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property and advertises the sale, lease or rent of the land/building or provides the construction company details and is located on the lot for sale or where construction is taking place, <b>but exceeds</b> 3m<sup>2</sup> in area.</li> </ul>
	<ul style="list-style-type: none"> <li>it is located within a Heritage Area;</li> <li>it is located on a property that is on the Local Heritage List or State Heritage List;</li> </ul>	<ul style="list-style-type: none"> <li>The proposal is characterised by <b>one</b> of the following elements:                             <ul style="list-style-type: none"> <li>is erected for <b>more</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property and advertises the sale, lease or rent of the land/building or provides the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> <li>is erected for <b>less</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property <b>but does not</b> advertise the sale, lease or rent of the land/building or <b>does not</b> provide the construction company details and is located on the lot for sale or where construction is taking place, and does not exceed 3m<sup>2</sup> in area; or</li> </ul> </li> <li>is erected for <b>less</b> than 6 months in any 12 month period during the construction &amp;/or sale of a property and advertises the sale, lease or rent of the land/building or provides the construction company details and is located on the lot for sale or where construction is taking place, <b>but exceeds</b> 3m<sup>2</sup> in area.</li> </ul>

# Fast Track Planning Application Signage Checklist

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## Customer Checklist Administration

Customer Checklist Owner			
Business Unit Name	Officer Title	Contact Number	
Statutory Planning	Coordinator Statutory Planning Reform	(08) 9267 9691	
Document Ref.	Doc. Set ID 1712004	Review Frequency	Needs basis - when statues, regulations or policy change.

Version	Decision Reference	Decision Date	Synopsis
1	Coord. Stat. Planning Reform	18/08/2011	Created
2	Coord. Stat. Planning Reform	17/10/2011	Published Customer Checklist
3	Coord. Stat. Planning Reform (Acting)	29/10/2013	Minor Amendments – Published Customer Checklist
4	Coord. Stat. Planning Reform (Acting)	02/07/2014	Minor Amendments – Published Customer Checklist
5	Coord. Stat. Planning Reform	01/03/2017	Amended to make consistent with new webpage content – published.
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### Further Information

If you need further information about planning in Swan:

**Visit our website:** [www.swan.wa.gov.au/Planning, Building, & Engineering/Planning](http://www.swan.wa.gov.au/Planning_Building_&_Engineering/Planning)

**Call us:** 9267 9267 (between 8:00am and 5:00pm, Monday to Friday)

**Visit us:** 2 Morrison Rd, Midland (between 8:00am and 4:30pm, Monday to Friday)