



New South Wales Government



Service signposting



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RILEY T-WAY
STATION

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Service Signposting

[INTERNAL WORKING DOCUMENT ONLY]

Special Note:

As of 17 January 2011, the RTA is adopting the Austroads Guides (Guide to Traffic Management) and Australian Standards (AS 1742, 1743 & 2890) as its primary technical references.

An RTA Supplement has been developed for each Part of the Guide to Traffic Management and relevant Australian Standard. The Supplements document any **mandatory** RTA practice and any complementary guidelines which need to be considered.

The RTA Supplements **must** be referred to prior to using any reference material.

This RTA document is a complementary guideline. Therefore if any conflict arises, the RTA Supplements, the Austroads Guides and the Australian Standards are to prevail.

The RTA Supplements are located on the RTA website at www.rta.nsw.gov.au





Roads and Traffic Authority

www.rta.nsw.gov.au

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Amendment record

Please note that the following updates have been made to this document.

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1.0		Original issue	December 2010

I. Introduction

The Roads and Traffic Authority (RTA) caters for the needs of road users with the provision of signs for service and accommodation facilities. These signs identify to road users where they can access services such as food and fuel, where they can rest and recuperate, where they can locate significant public services such as hospitals or airports, and where they can seek accommodation.

These signs have a white legend on a blue background.

The RTA's aim is to ensure that adequate service signposting is provided as part of the suite of guide signs installed on state roads. These include the green and white directional signs and the brown and white tourist signs. Often there are service sign elements, e.g. service symbols, on signs that otherwise display a green or brown background. These signs can be found in the RTA's *Guide Signposting* manual and the jointly published RTA / Tourism NSW *Tourist Signposting* manual.

The definition of what constitutes a "service" to road users can be open to interpretation. Some services, like fuel, food and accommodation are clearly accessed opportunistically by road users, whilst visits to others, like industrial precincts and waste and recycling centres, are pre-planned. Previous policy also saw some major traffic generators signposted as "services" where access is not available to the general public at all. These include guide signs for intermodal hubs, power stations and major mines etc. These facilities are now signposted with guide signs displaying a black legend on a white background. This policy area is covered in the RTA's *Guide Signposting* manual.

It is essential for user confidence that there is consistency in signposting treatments across the state. It is also recognised that catering for every possible contingency may reduce the effectiveness of a signposting system. A proliferation of signs may lead to confusion for the road user. Additionally, in some locations there are physical limits to the available space for the erection of signs. There is also a critical need to be equitable with any sign treatments particularly when relating to commercial enterprises.

The RTA works closely with Tourism NSW on policy issues regarding the accommodation sector. The part of this manual that relates to accommodation (see Section 2), has been endorsed by Tourism New South Wales.

The RTA is responsible for the authorisation and erection of signs on State roads. Council has the delegated responsibility on regional and local roads.

This manual relates to service signs positioned within the road reserve.

Where signs are allowed on State roads indicating a service accessed from a remote regional or local road junction(s), then signs will only be erected when council agrees to signpost the service from the regional or local road network.

The key document that outlines signposting practice in Australia is the Australian Standard, AS 1742, *Manual of uniform traffic control devices*. AS 1742 provides a basis on which uniformity of practice in the design and use of signs may be achieved.

Whilst Australian Standard AS 1742.6 - 2004, *Manual of uniform traffic control devices, Part 6, Tourist and services signs*, is the basis for service signposting throughout Australia, this manual deals with its application in New South Wales and should be used as the appropriate reference in this state.

This manual deals specifically with:

- Accommodation, see Section 2,
- The Visitor Information Network, see Section 3,
- Rest Areas, Service Centres, Driver Reviver Sites and other Rest Stops, see Section 4,
- Hospitals, see Section 5,
- Airports, see Section 6,
- Educational Institutions, see Section 7,
- Regional Shopping Centres, see Section 8,
- Industrial Precincts, see Section 9,
- Major Sporting Venues, see Section 10,
- Transport Interchanges, see Section 11,
- Service Signs in Remote Areas, see Section 12,
- Cemeteries and Crematoria, see Section 13,
- Waste and Recycling Centres, see Section 14;

Appendix A details the range of Service Symbols in current use and the warrants for their inclusion on any signs.

Notes:

- While the destinations, distances, route names, route numbers, etc. used as example sign faces in this manual, may have originally been based on real situations, they are not now intended to portray any such situation. Situation diagrams or sign designs may have been embellished to describe good practice or to make a particular point. Consequently all sign faces and situation diagrams in this manual should be regarded as being fictitious.
- For sign designs and treatments of By-passed Towns, please refer to the RTA's *Guide Signposting* manual.

2. Accommodation

The RTA allows signposting to accommodation facilities on the basis that they are available for road users who may find themselves tired and seeking an accommodation facility along the corridor on which they are travelling. Signs are not provided on the basis that they promote any particular accommodation provider or as a means for the accommodation industry to generate extra visitation.

Signposting appropriate to the accommodation type should be provided. This may range from no signs at all for most accommodation types in an urban area (see Section 2.1.1, General Requirements), but allowing signposting to individual establishments in rural locations.

For the purposes of this policy, these areas are considered as urban:

- The whole of the area covered by the Sydney UBD,
- The whole of the area covered by the Newcastle UBD,
- The whole of the area covered by the Wollongong UBD, and
- All areas east of the Sydney to Newcastle Freeway along the Central Coast.

Urban areas elsewhere are defined as those areas having street lighting or a speed limit of 60km / hr or less or both.

This section outlines eligibility and sign design details for individual accommodation providers. Attention should also be drawn to RTA's *Tourist Signposting* manual which details the use of accommodation symbols when used in association with major tourist attractions or tourist towns, and RTA's *Guide Signposting* manual which details sign treatments for by-passed towns or villages.

Since the last published guidelines relating to accommodation were released in 1988 there have been substantial changes to the accommodation sector in New South Wales. There has been an emergence of “resort style” facilities as well as the growth in farmstay and backpacker accommodators. This manual reflects the changing picture in the marketplace, and they will be updated whenever significant changes occur.

The development of these signposting guidelines for accommodation has been assisted by consultation with Tourism New South Wales and accommodation industry groups.

2.1 Eligibility

2.1.1 General Requirements (*except caravan parks and camping areas*)

Signs may be provided for accommodation facilities that:

- Are currently established and operating.
- Open daily and available to take personal bookings from the general public (not exclusively for coach tours or other organised groups).
- Have a minimum of five rooms or dwelling units available for independent bookings for casual accommodation.
- Generally within 5km of the nearest State or regional road. Applications for signs for facilities further than 5km and up to a maximum of 10km will be considered on a case by case basis, by contacting the RTA’s Leader, Guidance Strategy Mr Steve Anyon-Smith on ph 02 9218 3908. Factors to be considered include the scale of the facility, its proximity to other accommodation providers and its location within the state and the road network.
- Are situated on an all weather road accessible by all vehicle types (except B-doubles).
- Has been rated and/or accredited by a recognised organisation eg AAA Tourism, NRMA, Eco Tourism Australia, etc.
- Are licensed to operate as the type of accommodation facility that might be signposted, and in possession of appropriate council consents.
- Where pre-booking is not essential.

Signs will not generally be considered for accommodation facilities that are located within urban areas, with the exception of caravan parks and resorts, see Section 2.1.1. Within the urban limits of rural towns or in major urban areas the travelling public can

readily identify accommodation options from State or regional roads. To allow signs could result in confusion and lead to inequitable treatment. The only situation where signs will be considered within the urban limits of rural towns is where there is no accommodation of any type on a State or regional road. In this case signs may be allowed from the nearest State or regional road. If an accommodation provider is later established along a State or regional road any signs will be removed.

In addition to these general requirements, specific criteria apply for each accommodation category (see Section 2.1.1):

- Resorts,
- Hotels / motels / guest houses,
- Farmstays / country retreats,
- Camping areas,
- Caravan parks,
- Backpacker accommodation, and
- Bed and breakfast accommodation.

Other accommodation types including serviced apartments and holiday flats or units are not eligible for any signposting as they typically rely on pre-planned booking. The operator of the facility or their agent is responsible for giving advice as to the location.

2.1.2 Specific Requirements

Resorts

Resorts are high standard accommodation facilities that provide a complete holiday experience. They have a variety of recreational activities and along with other services offered encourage an extended on-site holiday. They are not judged simply on a business describing itself as a “resort”.

Signs for resorts will be considered in both urban and rural areas where the property meets all of the following criteria:

- A variety of dining facilities, including a licensed restaurant with bar.

- Room service and a staffed front desk service which both operate for a minimum 18 hours per day.
- A tour activities desk which provides booking facilities during normal business hours (9-5) weekdays, and at weekends.
- A wide range of indoor and outdoor recreational and sporting facilities, in addition to a swimming pool and spa.
- A wide range of activities to encourage a complete and extended holiday experience. There must be suitably qualified / trained employees available to assist with these activities.
- A minimum four star rating in the Resorts Category under the AAA Tourism classification system.

These criteria have been endorsed by the Hotels Motels and Accommodation Association of New South Wales (HMAA). Applications for signposting will be assessed by the Tourist Attraction Signposting Assessment Committee (TASAC). In instances where doubt exists as to whether the establishment meets all the criteria, the application may be referred to the HMAA for advice.

Hotels, Motels and Guest Houses

Hotels are licensed premises that provide accommodation, with or without private facilities, for the travelling public, as well as providing other facilities for patrons.

Motels are purpose built establishments that provide casual accommodation, with private facilities, to cater for the needs of the traveller.

Guest houses may be purpose built, but are often large houses totally given over to the provision of accommodation, with or without private facilities. They have communal lounge and dining areas.

Applications for signposting on State or regional roads will be assessed by the relevant roads authority.

Farmstay / Country Retreat Properties

Farmstay / Country Retreat accommodation is provided within rural properties. It may range from self-contained cabins or cottages to staying in rooms in the homestead itself. Properties generally place emphasis on atmosphere and individual character. The

applicant must be able to demonstrate the types of on-farm activities or on-site experiences.

Signs for farmstays will be considered in rural areas where the property meets the following criteria:

- large areas of private open space accessible to farmstay visitors,
- a range of farm related activities. These may include:
 - walking trails,
 - fossicking,
 - bird or animal watching,
 - animal feeding,
 - horse riding,
 - working farm chores (milking cows etc), or
 - rounding up stock.

These criteria have been endorsed by the NSW Farm and Country Holiday Association (FCHA) and the Hotels and Motels Accommodation Association (HMAA).

Applications for signposting will be assessed by TASAC (Tourist Attraction Signposting Assessment Committee) – contact the TASAC Secretariat on ph 02 8588 5608. In instances where doubt exists as to whether the establishment meets all the criteria, the application may be referred to the FCHA for advice. Alternatively the facility manager may wish to apply for signposting as a B&B.

Camping Areas

Camping areas are areas set aside for the establishment of temporary accommodation supplied by the traveller. They may be on land dedicated for that purpose within, say, national parks, state forests, local government areas or private land, or as an adjunct to caravan parks.

Signs will be considered in rural areas from the nearest State or regional road provided that the camping area is serviced by toilets and fresh water for drinking.

Applications for signposting from State or regional roads will be assessed by the relevant roads authority.

Caravan Parks

Caravan parks typically provide a mixture of on-site vans, powered caravan sites, camping sites or motel style cabins with private facilities. Signs may be provided for caravan parks that:

- Are currently established and operating, and maintained by a manager available on site 7 days / week,
- Open daily and available to take personal bookings from the general public (not exclusively for coach tours or other organised groups),
- Have a minimum of 20 caravan sites available for independent bookings for casual use,
- Generally within 5km of a State or regional road. Applications for signs for facilities further than 5km and up to a maximum of 10km from State roads will be considered on a case by case basis, by contacting the RTA's Leader, Guidance Strategy Mr Steve Anyon-Smith on ph 02 9218 3908. Factors to be considered include the scale of the facility, its proximity to other accommodation providers and its location within the state and the road network,
- Are situated on an all weather road accessible by all vehicle types (except B-doubles),
- Has been rated and/or accredited by a recognised organisation eg AAA Tourism, NRMA, Eco Tourism Australia, etc,
- Are licensed to operate, and in possession of appropriate council consents, and
- Where pre-booking is not essential.

Caravan parks that cater for permanent residents only, will not be signposted. Other caravan parks are given sympathetic treatment for signposting in both urban and rural areas from the nearest State or regional road for these reasons:

- they are often located away from State or regional roads even in urban areas and are not readily visible, and
- the difficulty of towing and manoeuvring caravans.

In rural areas the tent, caravan or bed symbols may all be used, where applicable. In urban areas only the caravan symbol can be displayed. The bed symbol is not allowed for

hotels, motels or guesthouses in urban areas. To include them on caravan park signs would be inequitable.

Applications for signposting will be assessed by the relevant roads authority.

Backpacker Accommodation

Backpacker or hostel accommodation can generally be described as providing low cost lodging with dormitory style sleeping arrangements.

Previously the Youth Hostels Association (YHA) was almost the sole provider but substantial growth in this market, particularly with an increase in overseas backpackers, has seen the emergence of many other backpacker accommodators.

Backpacker accommodation would also be expected to provide adequate shared bathroom and laundry facilities, and at least one communal kitchen, equipped with pots, pans, crockery, etc for guests to use during their stay.

Applications for signposting will be assessed by the relevant road authority.

Bed and Breakfast Accommodation

Bed and breakfast accommodation is provided normally within private homes, with a separate guest bathroom(s), on an overnight or short stay basis. Breakfast is provided.

Signposting of these facilities will only be considered from State or regional roads in rural areas where the general criteria in Section 2.1.1 are met.

2.2 Legends, Sign Types and Siting

This section outlines the details of the sign designs and siting considerations that apply for accommodation signs. Australian Standard 1742 part 6, *Tourist and Service Signs* determines that the bed (S6) symbol (see Appendix A), is the relevant symbol on signs for all accommodation types except caravan parks (S9) and camping areas (S8). It also allows for a word descriptor such as MOTEL, GUEST HOUSE, B&B etc to be added above the symbol. These principles will generally be adopted here.

The principles for locating signs at intersections are detailed in RTA's *Guide Signposting* and *Erection and Maintenance of Signs* manuals.

2.2.1 Legends

This section details the legends used for the accommodation types listed in Section 2.1.

Resorts

Resort signs use a word legend only. They do not include any symbols. The legend shall be the name of the resort and the word “resort”. The resort name shall use the minimum number of words to adequately describe it. This is notwithstanding the possibility that the facility’s registered name may have a longer form. For example, “MONSTER BAY RESORT” would be allowed but not “SKASE PACIFIC’S MONSTER BAY RESORT” or “KEITH AND NARELLE’S MONSTER BAY RESORT”. See Figure 2.13.

The minimum letter height is 140mm upper case with a white legend on a blue background.

Hotels, Motels, Guest Houses, Farmstays, Country Retreats, Backpackers and Bed and Breakfasts

These facilities would have the option of using the bed symbol only, see Figure 2.1, or of adding the text “HOTEL”, “MOTEL”, “GUEST HOUSE”, “FARMSTAY”, “COUNTRY RETREAT”, “BACKPACKER” or “B & B” above the symbol. See Figures 2.2 to 2.8 and 2.14.

Note that the YHA symbol is no longer used on signs indicating eligible backpacker accommodators that are part of the YHA network. The YHA symbol in this situation is considered in the same way as any accommodation “chain”, in that copyrighted symbols or logos are not used on accommodation signs.

The minimum symbol size is 350mm high (“tile” height).



Figure 2.1 Bed Symbol



Figure 2.2 Bed Symbol with "HOTEL"



Figure 2.3 Bed Symbol with "MOTEL"



Figure 2.4 Bed Symbol with "GUEST HOUSE"



Figure 2.5 Bed Symbol with "FARMSTAY"



Figure 2.6 Bed Symbol with "COUNTRY RETREAT"



Figure 2.7 Bed Symbol with “BACKPACKER”



Figure 2.8 Bed Symbol with “B & B”

Camping Areas

These facilities use the tent symbol only. See Figure 2.9.

The minimum symbol size is 350mm high (“tile” height).



Figure 2.9 Tent Symbol

Caravan Parks

These facilities use a combination of the caravan, tent or bed symbols depending on the eligibility determined in Section 2.1. See Figures 2.10 and 2.15. The caravan parks are not individually named on signs.

The minimum symbol size is 350mm high (“tile height”).



Figure 2.10 Caravan Symbol

2.2.2 Sign types and siting

Accommodation signs comprise ADVANCE DIRECTION (G7 series) signs to inform road users of facilities on the road ahead or where the roads user needs to turn, and FINGERBOARD (G7 series) signs to mark the location of the facility or the turn-off to it.

In general terms, where signs are allowed in accordance with Section 2.1 *Eligibility*, they may be erected on and / or from the nearest State or regional road, **except where the nearest State road is a motorway**, where the use of accommodation symbols might only be incorporated into by-passed town service signs. Where two State or regional roads are approximately equidistant then both access routes may be allowed.

A FINGERBOARD (G7-4 series*) showing the appropriate legend and distance (in whole kilometres) may be erected at the junction with the State or regional road. Where the distance is less than 500m then the distance will be shown to the nearest 100m. Where an accommodation facility is located on a State or regional road a FINGERBOARD (G7-4*), without distance, may be erected opposite the entrance if it cannot be clearly and safely identified. See Figure 2.11. See also Figures 2.13 to 2.15.

*The Australian Standard numbering system in the G7 series is as follows:

- G7-1-1 ADVANCE sign “on left” with one symbol
- G7-1-2 ADVANCE sign “on left” with two symbols (or -3 with three symbols etc)
- G7-2-1 ADVANCE sign “on right” with one symbol
- G7-2-2 ADVANCE sign “on right” with two symbols etc
- G7-7-1 ADVANCE sign “turn left” with one symbol
- G7-7-2 ADVANCE sign “turn left” with two symbols etc

- G7-8-1 ADVANCE sign “turn right” with one symbol
- G7-8-2 ADVANCE sign “turn right” with two symbols etc
- G7-4-1 FINGERBOARD sign with one symbol
- G7-4-2 FINGERBOARD sign with two symbols etc



Opposite entrance to facility



At intersection

Figure 2.11 FINGERBOARDS (G7-4 series)

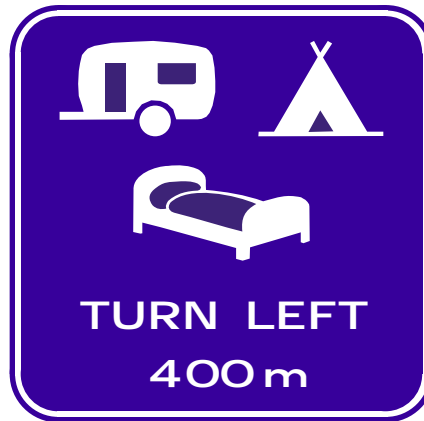
ADVANCE (G7-1, 2, 7 and 8 series) signs may be allowed on either approach to a facility if sight distances are restricted either vertically or horizontally, resulting in a potential safety issue. See Figure 2.12. See also Figures 2.13 to 2.15.



G7-1-2



G7-2-1



G7-7-3



G7-8-1

Figure 2.12 Examples of ADVANCE (G7-1, 2, 7 and 8 series) signs

As a guide, ADVANCE (G7-1, 2, 7 and 8 series) signs are erected at a distance of 300-400m if the approach speed is greater than 75 km/hr and approximately 200m if the approach speed is 75 km/hr or less.

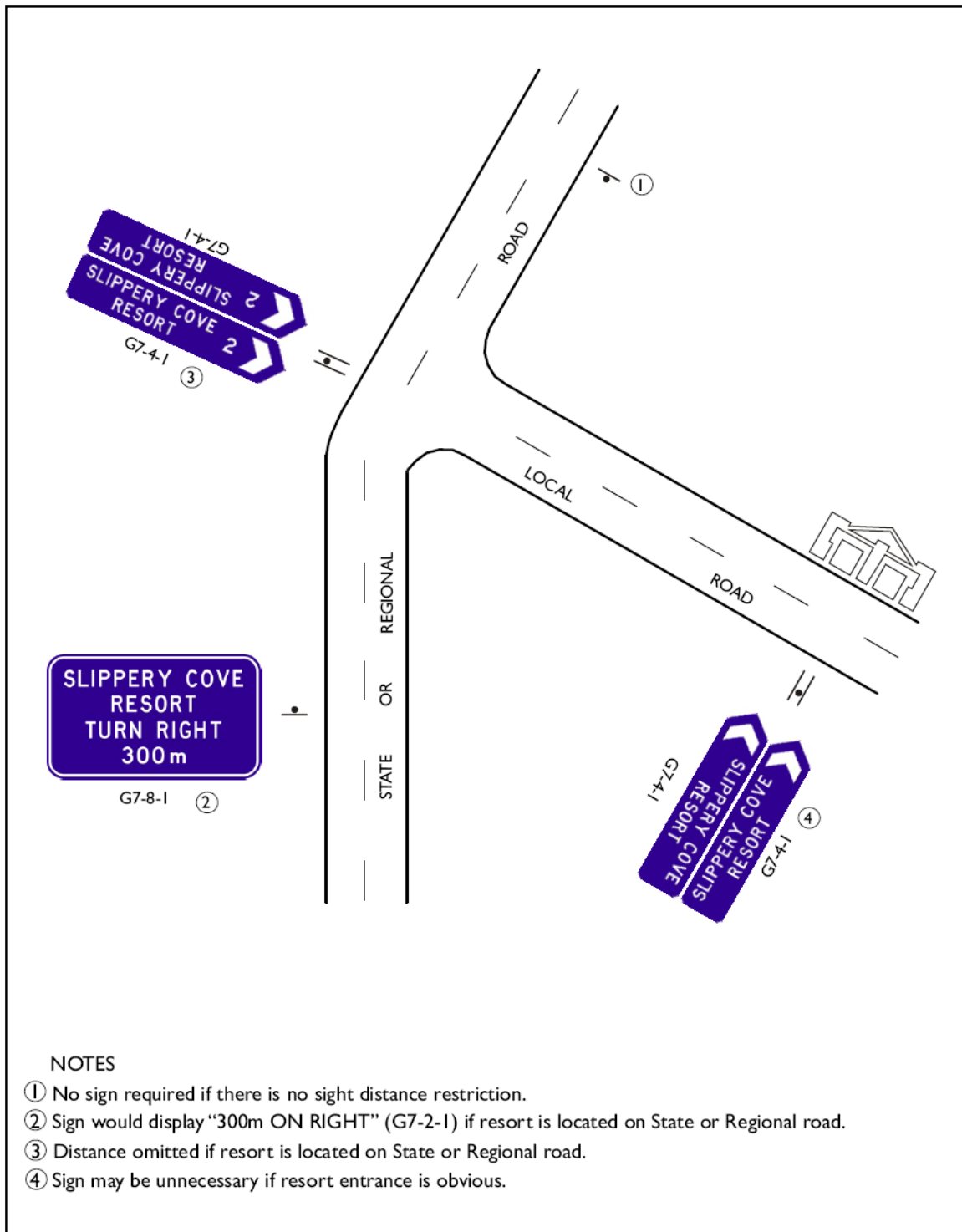


Figure 2.13 Signposting of a Resort in Urban or Rural Area

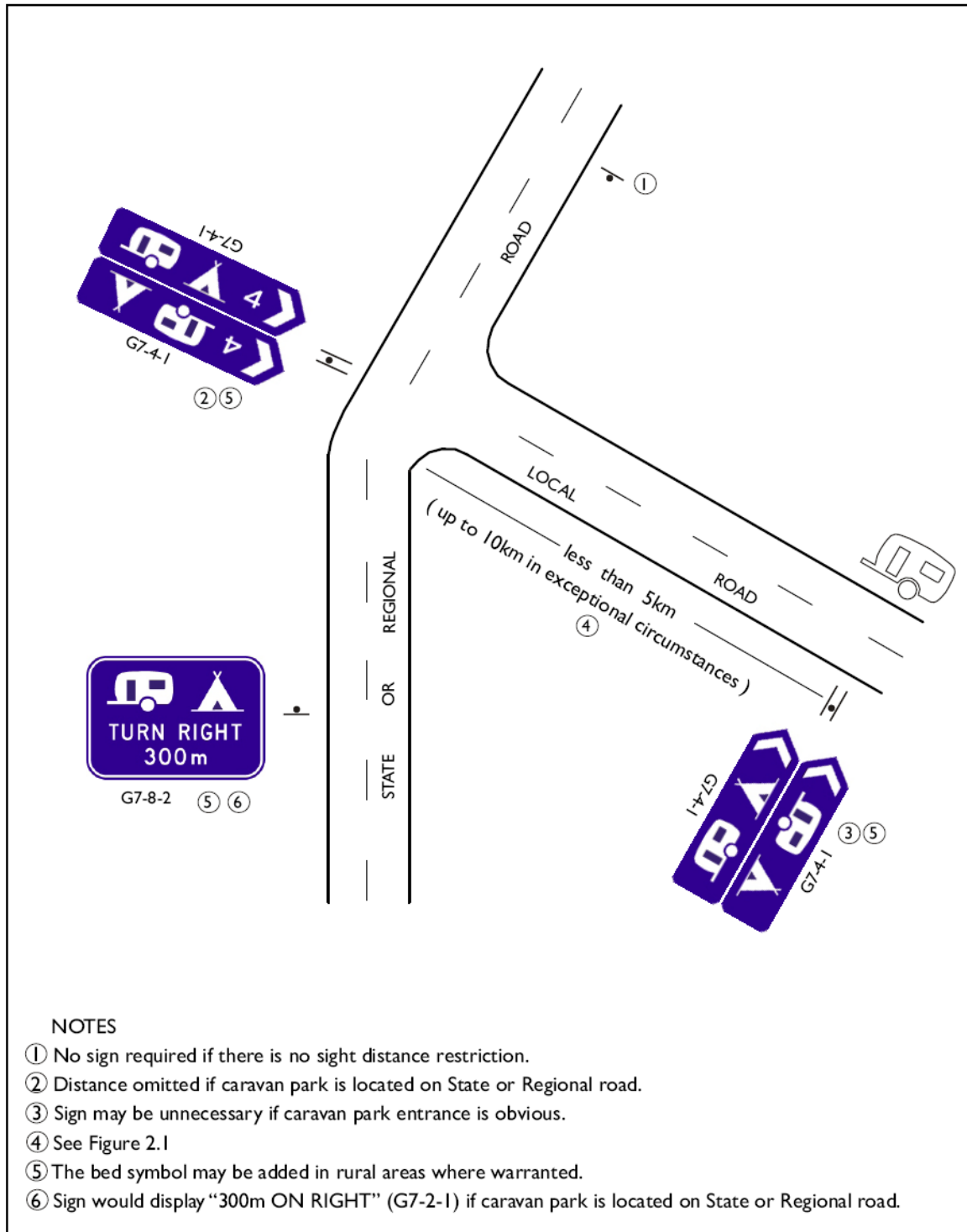


Figure 2.15 Signposting of a Caravan Park in Urban or Rural Area

2.3 Funding

All accommodation service signs, with the exception of those erected for by-passed towns (see RTA's *Guide Signposting* manual), or accommodation precincts, are fully funded by the operator of the facility. The owner is also responsible for the replacement cost of the signs if they are unserviceable, and the removal of any signs if their facility falls below the minimum standards set out in this manual.

All signs on state roads remain the property of the RTA.

3. Visitor Information Network

This section contains information that is identical to that published in the Tourist Signposting manual by the RTA and Tourism New South Wales.

New South Wales has a two-tiered structure for the delivery of information to visitors:

- The Accredited Visitor Information Centre Network, which is overseen and monitored by Tourism New South Wales, to ensure it meets national standards for accreditation, and
- Non-Accredited Visitor Information Services.

3.1 Eligibility

3.1.1 Accredited visitor information centres

Signposting will only be provided for visitor information centres accredited in accordance with the national standards.

The national standards, when relating to the operation of accredited visitor information centres, are those established and administered by the Australian Tourism Accreditation Association. They are comprehensive and address all elements of an accredited visitor information centre's operation. They are designed to ensure visitors receive accurate impartial information and high quality service.

Tourism New South Wales has contracted Aurora Practical Solutions to administer the accreditation program. Application forms, the full criteria and further information about the program are available from:

Aurora Practical Solutions

PO Box 1000
Dubbo NSW 2830
Ph: 02 6885 5558
Or at www.visitorinformation.net

Applications with supporting documentation, including photographs of nominated premises, should be forwarded to Aurora. An accreditation sub-committee comprising a representative from Aurora, Tourism New South Wales and a regional tourism organisation will assess the application against the criteria.

Applications may be for Levels 1, 2 or 3 accreditation. Each level has its own list of criteria, with Level 1 having the highest service levels and Level 3 having the lowest.

If the application is approved the applicant and the RTA will be formally advised by Aurora. The RTA will design appropriate signs, see Section 3.9.2. The applicant will NOT need to apply to the Tourist Attraction Signposting Assessment Committee (TASAC) for signs, the RTA will contact the applicant after Aurora has confirmed the approval for accreditation.

3.1.2 Non-accredited visitor information services

There are other sources of visitor information that do not fit under the accredited visitor information centre network. On the State or regional road network only information bays or lay-bys that meet the criteria, outlined below, can be signposted. These may include signposted roadside rest areas where an information component is included in its design.

These can only be signposted using the “roman” white “i” on a blue background and the sign may include descriptive wording to highlight the information type eg. bay, lay-by. Applicants must apply to TASAC for signs on the State road network – see *Application for Signposting for Product Categories in Appendix A of the Tourist Signposting Manual*.

These facilities must provide:

- an accurate high quality map of the region and local area showing:
- accredited visitor information centres with the AVIC symbol,
- major and other tourist attractions,
- accommodation and other visitor services,
- relevant driving and / or road safety tips as appropriate for the region,

- contact details for attractions and accommodation providers that are included on the map, and
- emergency services contact numbers.

3.1.3 Visitor radio

Visitor radio broadcasts promote attractions, experiences, events, facilities, accommodation options and road safety messages. Where advertising is a component of a broadcast, the advertising relates to services or products that meet the needs of visitors.

The broadcast mix takes into account the average driving time whilst in the broadcast range. The content of the broadcast ensures that a passing motorist receives a range of visitor information highlighting the experiences and services of the destination.

Visitor Radio is seen as enhancing the provision of visitor information especially as it operated on a 24 hour a day, and providing up-to-date information to visitors.

The specific nature of the broadcast (defined in the criteria below) distinguishes a visitor radio broadcast from other radio broadcasters who may include visitor information as a component of their general broadcast.

Broadcast Mix

The information mix must provide the basic tourism information and promotional information described below.

Basic Tourist Information

May include the following topics:

- Location and opening times of a visitor information centre (to be repeated at least every 15 minutes of the broadcast) or alternative information sources especially where no Visitor Information Centre exists.
- Road Safety messages. For example: “Stop, revive, survive”, “make sure you take a rest from driving every two hours”, or “you might want to take your next break at (insert details of eg rest area, national park, restaurant or an attraction).
- Information on the availability of hospital/medical facilities and emergency arrangements.

- Location of police station.
- Location of public toilets.

Promotional Material

This component would be the editorial content provided by the local tourism manager, visitor information centre manager and/or local tourism operators. It would inform the motorist of the local and regional features of tourist interest eg signposted attractions, , points of interest, experiences, events, festivals, historical and cultural information and the range of accommodation styles available.

Paid Advertising and Sponsorship

It is optional for the broadcast to include paid advertising or sponsorship, however where it is, it must comprise no more than 50% of the broadcast. In addition, no more than 50% of the paid advertising or sponsorship can be for non-specific tourism product. The operator must be able to present a case that all the advertised services or businesses are of interest to visitors.

Alcohol and Gambling

Visitor Radio cannot promote the consumption of alcohol or gambling. Where Visitor Radio promotes any venue that serves alcohol or provides gambling, care must be taken to promote the experience the venue offers eg the dining opportunities, the setting, entertainment, events, the local characters etc, whilst not mentioning alcohol consumption or gambling.

Broadcast Transmission Range

The amount of information broadcast should be related to the average drive time through the transmission range. Where it takes a motorist approximately 15 minutes to travel through the transmission range, the content broadcast within this time must include the 'Basic Tourist Information', above. This ensures that if a visitor is passing through, they have access to a range of information that may encourage them to stop and / or raise their awareness of the area as a tourist destination.

Presentation Quality

The operator must provide a professional service that provides good sound quality and presents information to the visitor. It is recognised that personal taste and preference makes this subjective and it is not intended to prescribe a particular style of presentation. However the purpose of the broadcast is to provide Visitor Information to the visitor which aims to promote a quality tourism experience to visitors.

This aim cannot be achieved by unprofessional, poor quality broadcasts.

Frequency of Updates

The local council and visitor information centre manager (if there is one) must provide formal approval of the broadcast content. The visitor radio operator must agree to make any amendment to the content if it is factually incorrect or no longer meets the eligibility criteria (ie Indicates the wrong opening hours for an attraction). A request of amendment can come from the local council tourism manager, an operator or TASAC. Any cost associated with the amendments will be met by the operator.

Where a formal complaint is received regarding businesses that are no longer operating and / or not correctly describing the services available the operator agrees to investigate the complaint and make any necessary changes to maintain the accuracy of the information included in the broadcast.

The operator must outline their strategy for ensuring the content remains accurate eg 3 monthly liaison with the tourism manager to monitor the content, etc.

Local Support & Endorsement of the Broadcast

The operator must have the written support of both the local council and tourism manager (if there is one) for the proposed service. An agreed representative of either council or the industry must be identified as having authority to endorse the proposed broadcast content.

Licence

The operator must have a valid Open Narrowcast Licence for the broadcast location.

Professional Association Membership

The operator must have membership to Australian Subscription Television and Radio Association (ASTRA) or a similar association which requires members to operate according to a strict Code of Practice. <http://www.astra.org.au/>

Approval in Principle

Visitor Radio may be approved in principle by TASAC subject to the Visitor Radio being established in accordance with the criteria. This would allow for the manufacture of the signposting so that it can be installed as close as possible to the service being approved

and operational. For approval in principle to be given the Visitor Radio operator would need to supply written:

- Support from the local council and local tourism industry.
- Notification regarding the person to sign-off on the broadcast content.
- Agreement to pay all costs for the sign manufacture and installation as they occur.

When the service is operational TASAC can assess the service to ensure all the criteria have been met and notify the RTA that the product is eligible for signposting.

Assessment by TASAC

To obtain approval in principle applicants would be required to:

- Provide letters of support from their local council and the nearest accredited visitor information centre, which also identifies who will sign-off on the broadcast content to ensure it accurately reflects the local and regional features of tourist interest.
- Provide written, signed and dated agreement to cover the signposting costs as they occur.

To determine the eligibility for tourist signposting applicants would be required to:

- Provide a formal letter of approval for the broadcast content from the person identified above.
- Provide a copy of the broadcast so that TASAC can assess the broadcast mix, duration, quality and content.
- Provide a copy of the license under which the broadcast will be transmitted.
- Provide a copy of their current Australian Subscription Television and Radio Association (ASTRA) or similar membership.
- Outline the strategy for ensuring the content remains accurate eg 3 monthly liaison with the tourism manager to monitor the content, etc.

3.2 Sign types, siting and legends

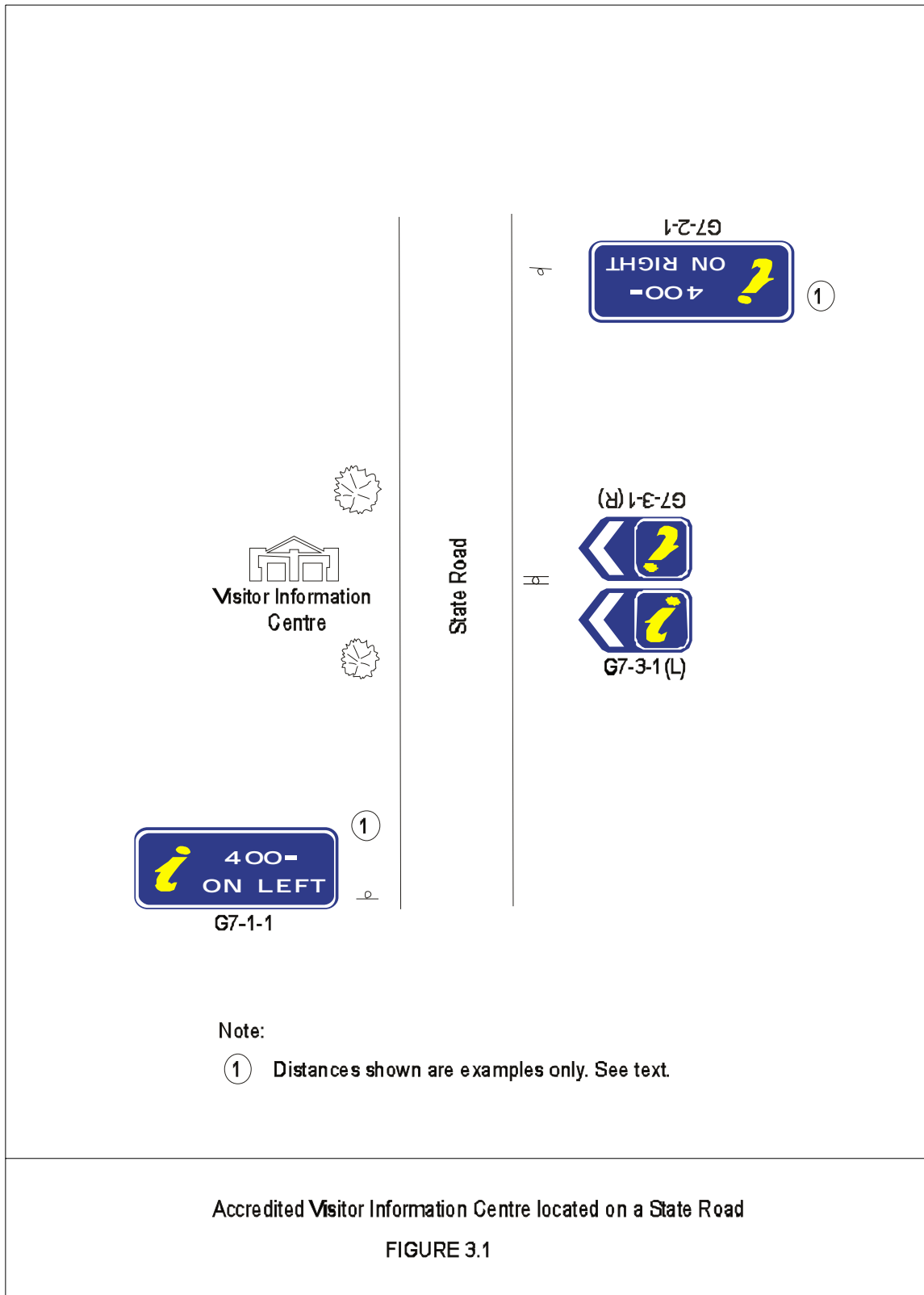
3.2.1 Accredited visitor information services

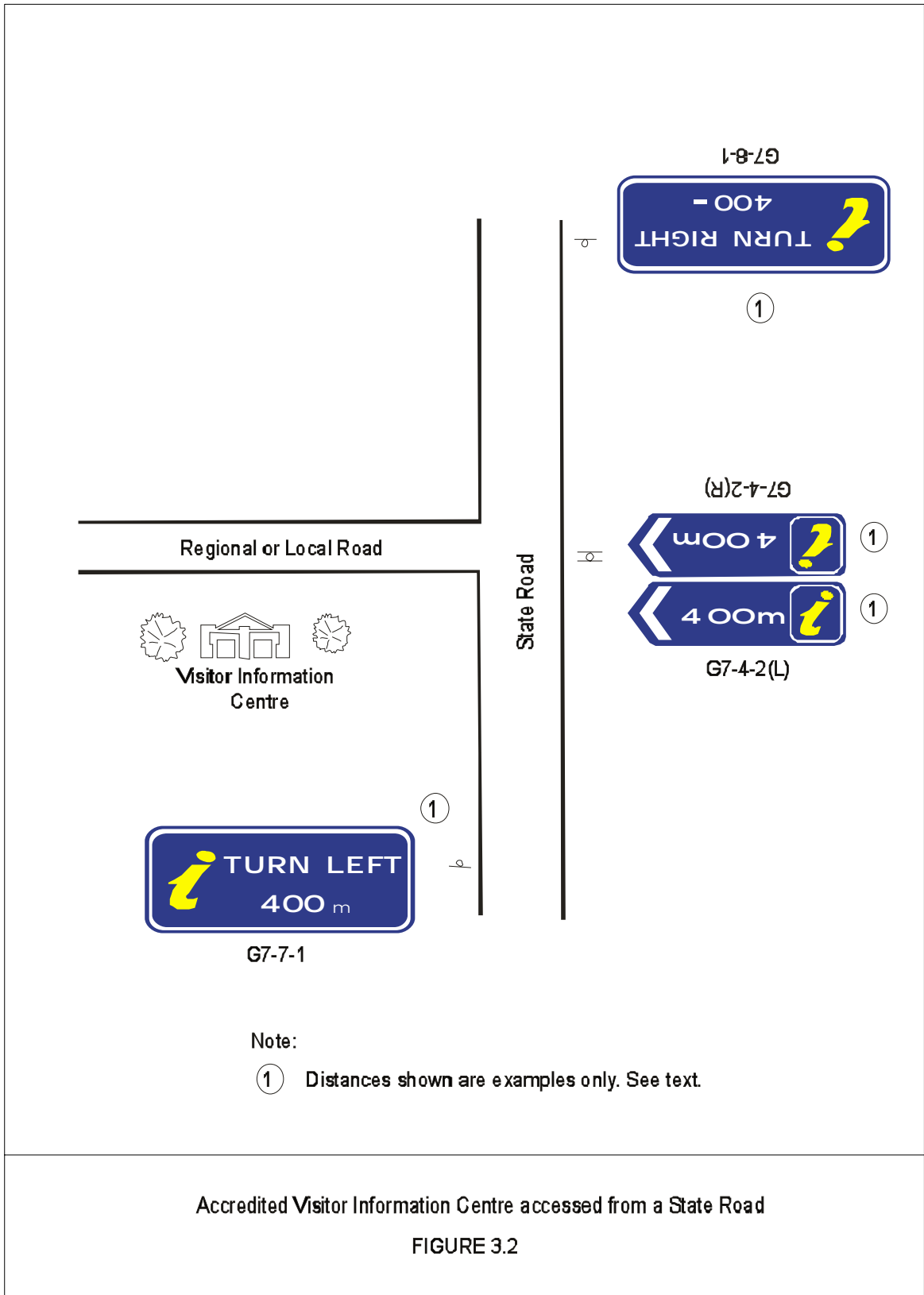
Signs for the accredited visitor information centre (AVIC) network incorporate a yellow italicised “i” on a blue background.

A style manual relates to the use of the application of the “i” sign for use on buildings and associated internal signposting and also for use on collateral material. The style manual outlines the correct use of the italicised yellow “i” and is also available from Aurora Practical Solutions. Applicants to the AVIC network will be forwarded a copy on approval of their application.

Figures 3.1 to 3.3 detail the signposting arrangements for these centres. The distances shown on these figures are examples only. ADVANCE (G7-1-1, G7-2-1, G7-7-1 and G7-8-1) signs are generally placed no further than 500m from the Centre, with 300-400m being ideal, and 200m the desirable minimum.

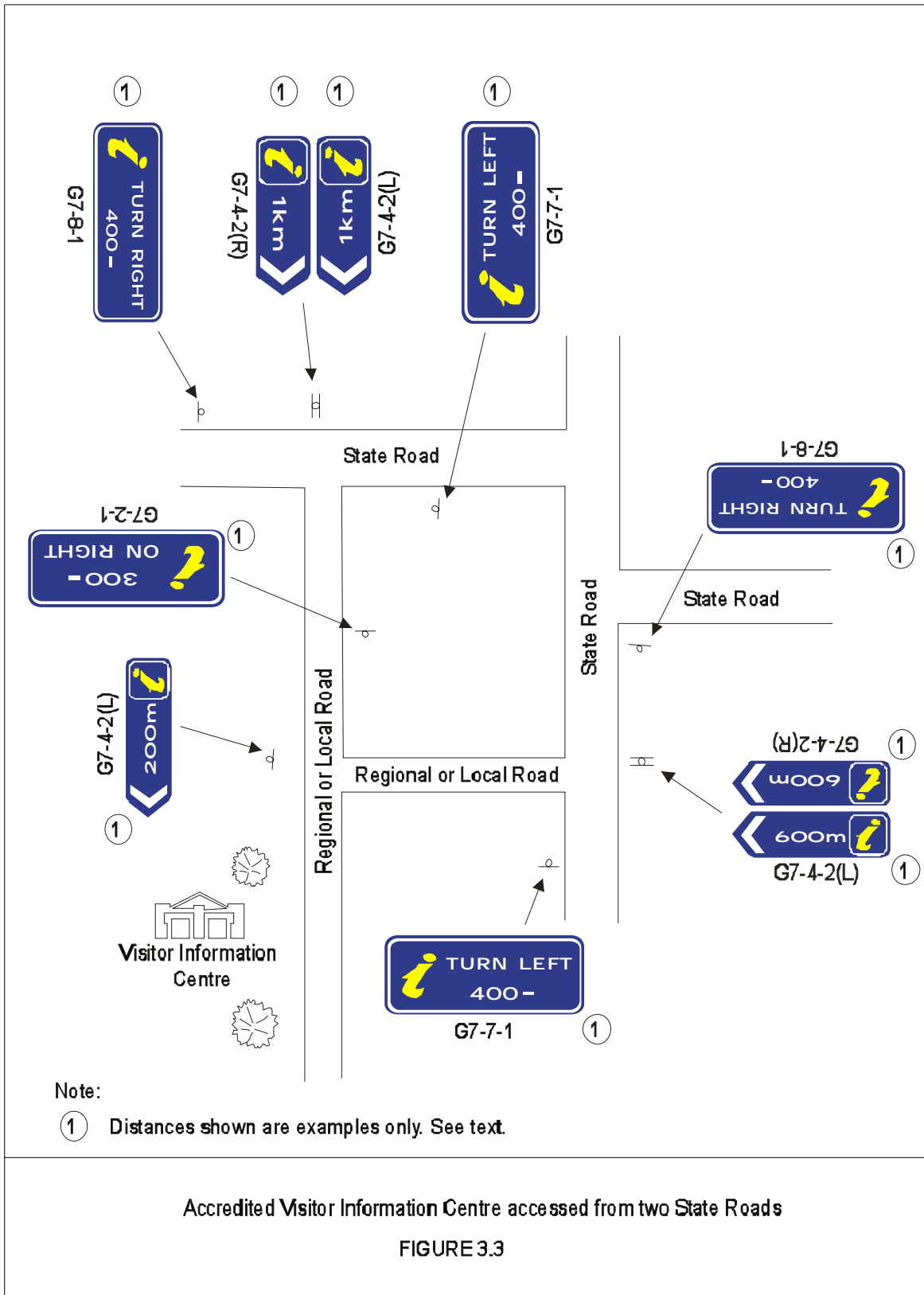
Signs can be located on and from the nearest State or regional road, **except where the nearest State road is a motorway**, where the display of the italicised yellow “i” symbol might only be incorporated into by-passed town service signs.





Accredited Visitor Information Centre accessed from a State Road

FIGURE 3.2



3.2.2 Non-accredited visitor information services



Figure 3.4 NON-ACCREDITED INFORMATION BAY (G7-1-1) sign



Figure 3.5 NON-ACCREDITED INFORMATION BAY (G7-3-1) sign

3.2.3 Visitor Radio



Figure 3.6 VISITOR RADIO (G7-237) sign

All signs are funded by the visitor radio broadcast license holder.

All signs on state roads remain the property of the RTA.

4. Rest Areas, Driver Reviver Sites and other Rest Stops

This policy position is owned by the NSW Centre for Road Safety. It details the signposting requirements for rest areas, driver reviver sites and other rest stops including truck stops. It provides definitions, administrative direction, sample schemes and detailed sample sign designs.

5. Hospitals

It is essential that road users are able to locate hospitals in an emergency, in both urban and rural areas.

5.1 Eligibility

Signposting should be provided for hospitals, whether public or private, where emergency facilities are provided. Hospitals that don't have such facilities are not to be signposted as time wasted in an emergency may be critical.

Signs will only be considered when the individual hospital confirms that they provide emergency aid 24 hours per day.

5.2 Sign types, legends and siting

All hospital signs have a white retro-reflective legend on a blue retro-reflective background.

See RTA's *Guide Signposting* manual for the determination of letter sizes for hospital guide signs.

Signs* may be provided in the following situations:

- On freeways or motorways on the approach to the exit to the route leading to an eligible hospital. Signs would normally be erected between the diagrammatic 2km ADVANCE DIRECTION (GE1-11) and 1km ADVANCE DIRECTION (GE1-12) signs, see Figures 5.1 and 5.8. An INTERSECTION DIRECTION (G7 series) sign, showing the hospital symbol and name, see Figures 5.4 and 5.8, is erected below the INTERSECTION DIRECTION (G2-3) sign at the end of the exit ramp.

Where the freeway or motorway exit serves a signposted focal point town containing an eligible hospital and where there are a large number of subsequent intersecting roads, it may be necessary to show a HOSPITAL SYMBOL (SI) only, in conjunction with the focal point town name. This symbol would appear on all ADVANCE DIRECTION, INTERSECTION DIRECTION and REASSURANCE DIRECTION signs either until the hospital is reached, or to the access road turnoff where signs indicated by the next two dot points apply. See Figures 5.6, 5.7 and 5.9.

- On the nearest State road in advance, and at the turn-off to, a regional or local road leading to an eligible hospital. Where it is the only hospital in a regional city or town the name of the town can be omitted. See Figure 5.2 and also Figures 5.3, 5.4 and 5.10; and
- On State or regional roads in advance of, and at the entrance, to an eligible hospital. See Figures 5.2, 5.3, 5.4 and 5.10. Where a hospital's emergency and parking access points are not shared, then signs must be erected to guide road users safely to each access. Whilst guide signs for hospitals are not provided to guide visitors to a hospital's patients, there may be an expectation by some road users that such signs are indeed intended for that purpose, so signs must be erected to prevent visitors from using the emergency access. See Figures 5.5 and 5.11.

*Sign numbers for hospital signs are as follows:

- GE7-216 – “symbol” “TOWN NAME” HOSPITAL NEXT EXIT
- G7-286(L) – “symbol” “TOWN NAME” HOSPITAL arrow left
- G7-286(R) – “symbol” “TOWN NAME” HOSPITAL arrow right
- G7-307(L) - “symbol” HOSPITAL arrow left
- G7-307(R) - “symbol” HOSPITAL arrow right
- G7-287(L) – “symbol” HOSPITAL chevron left
- G7-287(R) – “symbol” HOSPITAL chevron right
- G7-288(L) – “TOWN NAME” HOSPITAL “symbol” chevron left
- G7-288(R) – “TOWN NAME” HOSPITAL “symbol” chevron right
- G7-310 – advance direction sign explaining emergency and parking access
- G7-311 – intersection direction sign indicating hospital parking

For a situation diagrams illustrating the typical placement of most of the above signs, see Figures 5.8 to 5.11.



Figure 5.1 Example of HOSPITAL EXIT (GE7-216) sign



Figure 5.2 ADVANCE DIRECTION (G7-307) sign for a hospital, where no town name is required



Figure 5.3 Example of ADVANCE DIRECTION (G7-286) sign for a hospital



Figure 5.4 Example of INTERSECTION DIRECTION (G7 series) sign leading to a hospital, or, for use at the hospital entrance [G7-287 (top) and G7-288 (bottom)]



Figure 5.5 Example of HOSPITAL ADVANCE DIRECTION (G7-310) sign where the visitor car park and emergency services have separate access points



Figure 5.6 Example of ADVANCE DIRECTION (G1-4) sign that includes the hospital symbol



Figure 5.7 Example of INTERSECTION DIRECTION (G2-1) sign that includes the hospitals symbol

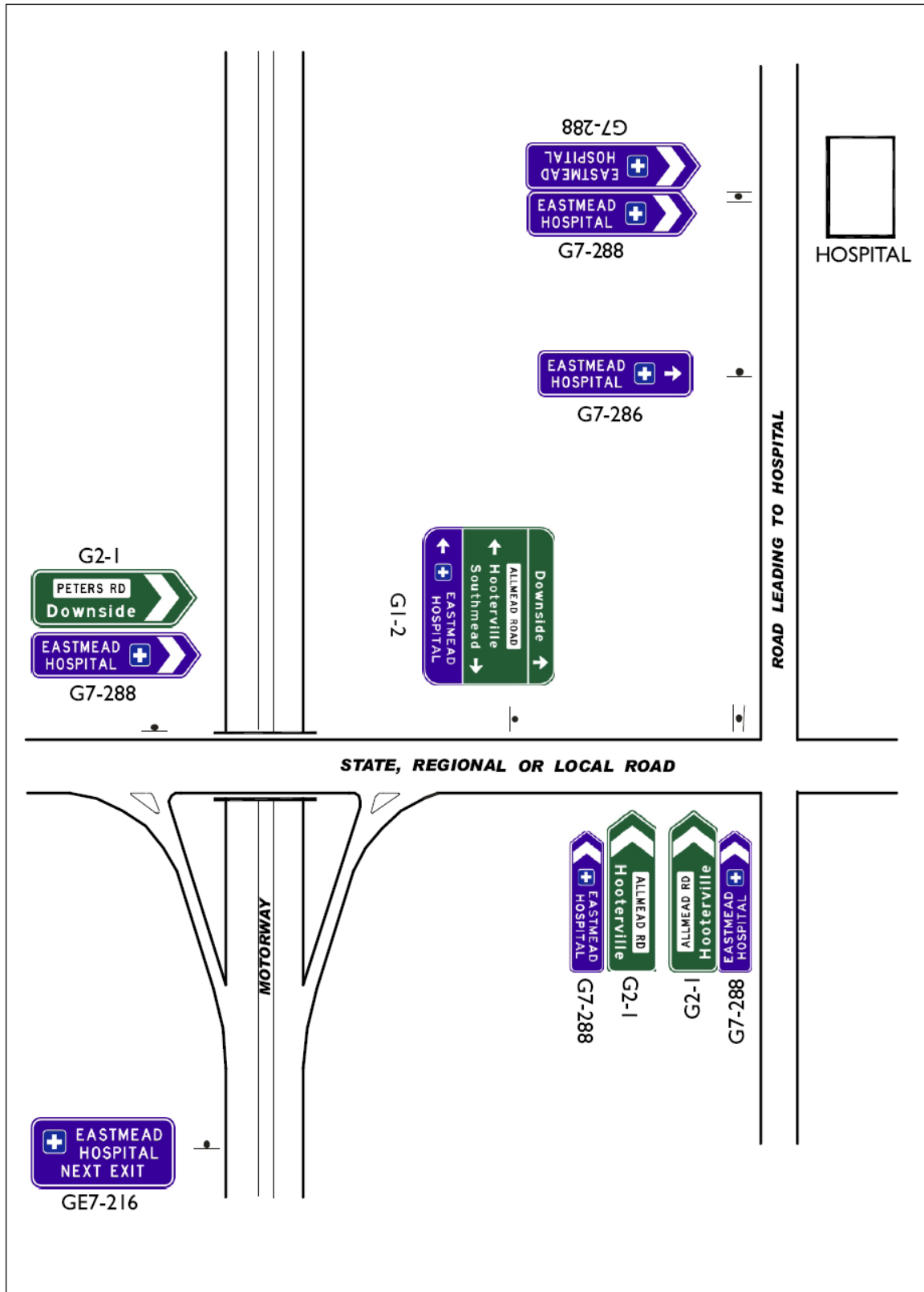


Figure 5.8 Signposting for Hospital accessed from Motorway where Hospital Name is not the same as Focal Point Name
Signs shown for one direction of travel only

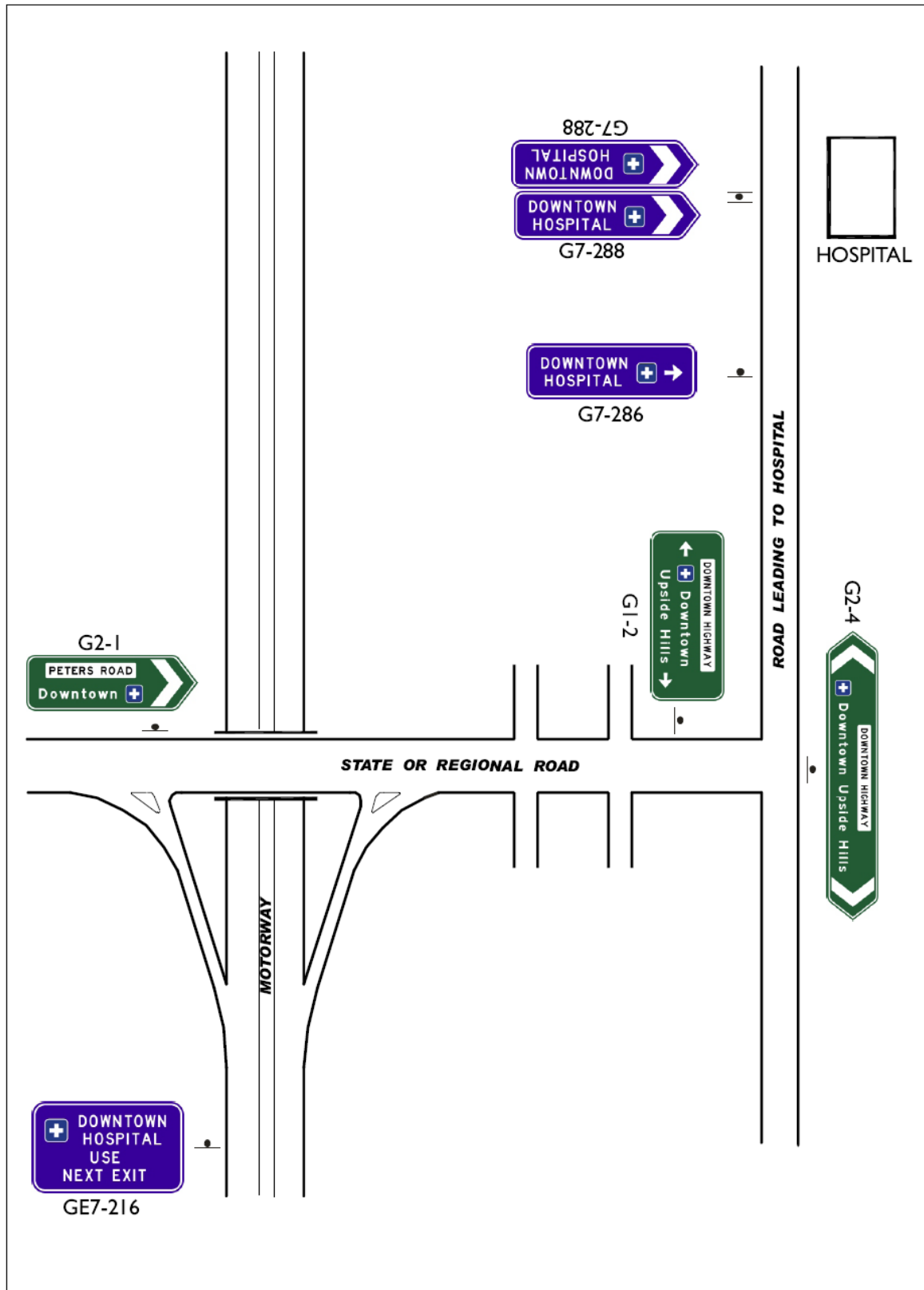


Figure 5.9 Signposting for Hospital accessed from Motorway where Hospital Name is the same as Focal Point Name
Signs shown for one direction of travel only

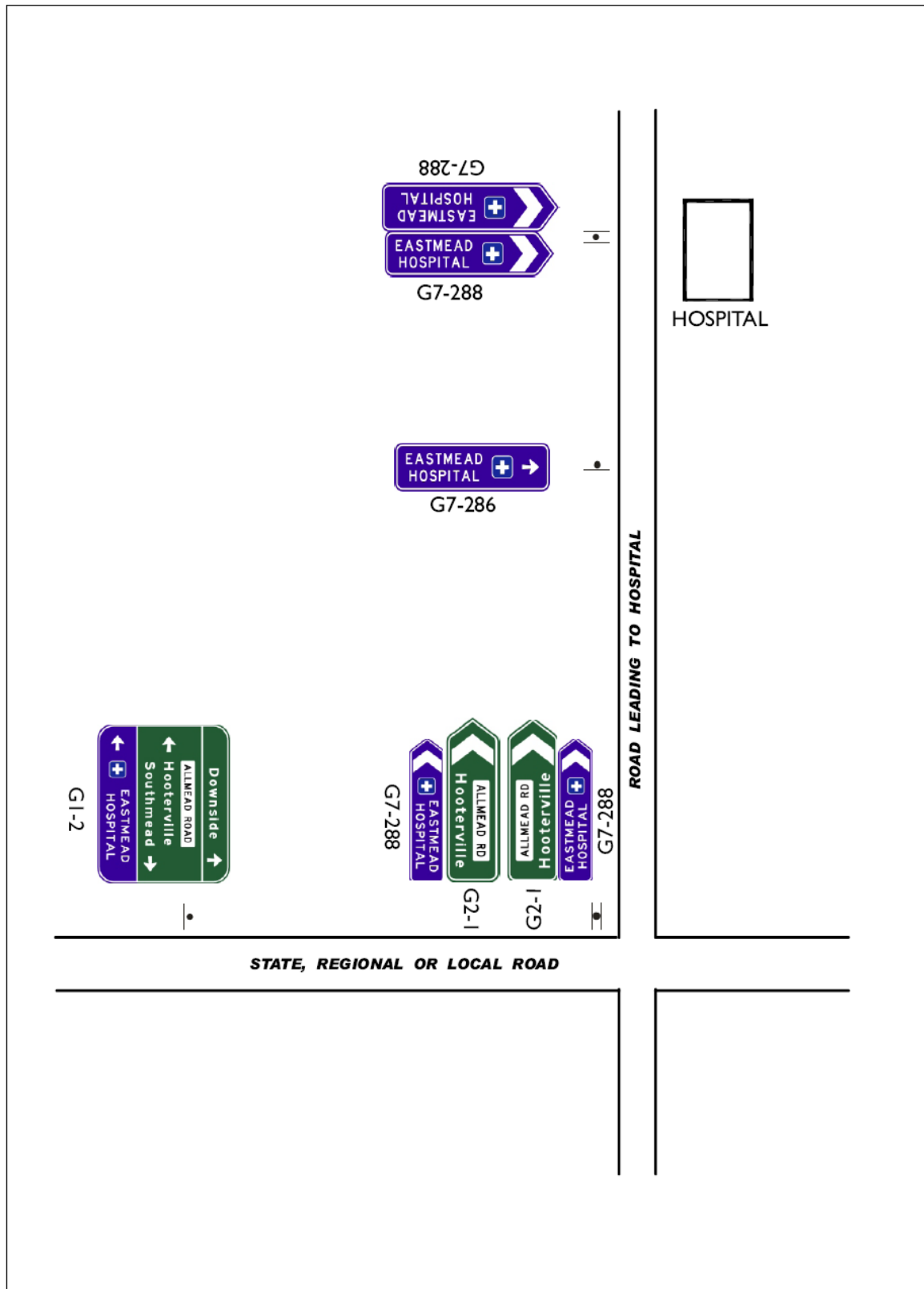


Figure 5.10 Typical Placement of Hospital Guide Signs – State or regional Road intersecting with Local Road

Signs shown for one direction of travel only

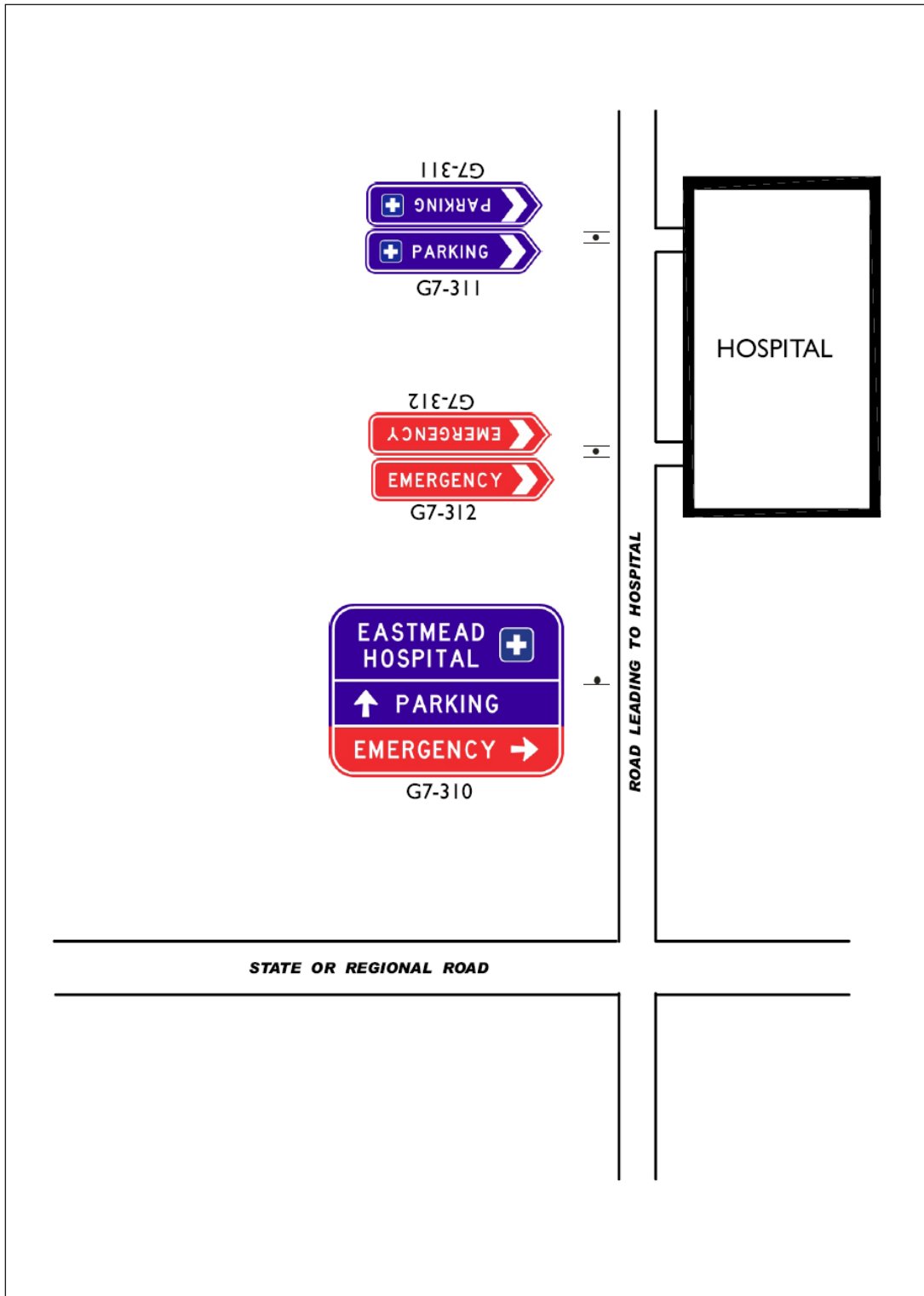


Figure 5.11 Signposting for Hospital where the Visitor Car Park and Emergency Services have separate access points
Signs shown for one direction of travel only

5.3 Funding

In all of the above situations the RTA will supply, erect and maintain all signs on State or regional roads providing that council provides a continuity of signposting on any local roads until the hospital is reached.

All signs on state roads remain the property of the RTA.

6. Airports and Aerodromes

This section details the directional signposting requirements for airports and aerodromes. It provides treatments for Sydney (Kingsford Smith) Airport as well as regional airports and aerodromes throughout the state.

The signposting of airports and aerodromes as destinations is essential as:

- many road users use them infrequently and may be unaware of appropriate routes despite broad local knowledge,
- international visitors, particularly those driving hired vehicles, need clear guidance in unfamiliar surroundings, and
- the consequences of missing a flight due to poor guidance can be severe.

6.1 Eligibility

For the purposes of this manual, there are two broad categories:

- Commercial airports* - these have regular public transport services, and
- Commercial aerodromes - these offer charter services only.

All commercial airports and aerodromes are eligible for signposting. Aerodromes are considered eligible for signposting as they are often remote from the towns that they service.

* The Civil Aviation Safety Authority recognises that some “airports” that offer timetabled services are really only aerodromes in that they do not have the range of “on-tarmac” services that are required of airports. However for the purposes of guiding road users, the term “airport” is more meaningful for use on signs.

6.2 Sign types, legends and siting

All airport and aerodrome signs are to have white retro-reflective legends on a blue retro-reflective background.

See RTA's *Guide Signposting* manual for the determination of letter sizes for airport and aerodrome guide signs.

Airports are signposted using a combination of the legend "Airport" and/or the AIRPORT SYMBOL (S11) (see Figure 6.1) as well as the appropriate distance information. Where the AIRPORT SYMBOL (S11) is used it is orientated to point in the direction to be followed on all signs.

The treatment for Sydney (Kingsford Smith) Airport is more extensive than that for regional airports for obvious reasons, although the signposting principles remain the same. In Sydney, only Kingsford Smith Airport is signposted using the airport symbol. This is to eliminate confusion where Kingsford Smith is signposted with the symbol only (see notes below) in the vicinity of other airports, like Bankstown Airport.



Figure 6.1 AIRPORT symbol

Sydney Airport

Sydney Airport is located to the south of the City and as the road system tends to radiate from the City, access to the airport can be challenging. It is critical that obvious and unambiguous guidance is provided.

Signposting for Sydney Airport on State roads (including motorways) or regional roads exists on three levels, based on cordons determined by the RTA's Sydney Region:

- an **inner cordon** with signs displaying the airport symbol as well as the legend “Airport” on all ADVANCE DIRECTION (G1 series), see Figure 6.2, INTERSECTION DIRECTION (G2 series), see Figure 6.3, and REASSURANCE DIRECTION (G4 series), see Figure 6.4, signs along a route,
- a **broader cordon** with signs displaying the airport symbol only on all ADVANCE DIRECTION (G1 series), see Figure 6.5, INTERSECTION DIRECTION (G2 series), see Figure 6.6, and REASSURANCE DIRECTION (G4 series), see Figure 6.7, signs along a route, and
- an **outer cordon** with signs displaying the symbol only on all REASSURANCE DIRECTION (G4 series), see Figure 6.7, signs along prescribed routes.



Figure 6.2 Example of inner cordon AIRPORT ADVANCE DIRECTION (G1-I) sign



Figure 6.3 Example of inner cordon AIRPORT INTERSECTION DIRECTION (G2-I) sign



Figure 6.4 Example of inner cordon AIRPORT REASSURANCE DIRECTION (G4-I) sign



Figure 6.5 Example of broader cordon AIRPORT ADVANCE DIRECTION (G1-4) sign



Figure 6.6 Example of broader cordon AIRPORT INTERSECTION DIRECTION (G2-I) sign



Figure 6.7 Example of broader cordon AIRPORT REASSURANCE DIRECTION (G4-1) sign

Regional Airports

Regional airports are signposted using an AIRPORT INTERSECTION DIRECTION (G7-291) sign, see Figure 6.9, from the nearest State or regional road, except where the nearest State road is a motorway, where the airport symbol might only be included on by-passed town service signs. The G7-291 sign will display the legend “AIRPORT” plus the airport symbol. Consideration may be given to placing more remote signs on a case by case basis on traffic engineering grounds. Factors that may be considered include the location of the airport in the road network, the relative size of the facility and available locations for the erection of signs. The name of the airport need not normally be shown. However, where a commercial airport serving a city or major regional centre is not located close to that city or centre, then the name of the city or town may be added to the sign where this is necessary for guidance purposes, e.g. Newcastle Airport.

Where the airport is relatively minor, consideration can be given to replacing the AIRPORT INTERSECTION DIRECTION (G7-291) sign with an AIRPORT FINGERBOARD (G7-292) sign, see Figure 6.10. This sign will display the legend “AIRPORT” plus the airport symbol and the distance to the nearest whole kilometre. Where the distance to the airport is less than 500m it might carry no distance, as the location of the airport will be obvious.

Consideration can be given to erecting an AIRPORT ADVANCE DIRECTION (G7-289 – turn left or G7-290 – turn right) sign on either approach to the turn-off to the AIRPORT where the sight distance is restricted, see Figure 6.11.



Figure 6.9 Example of regional AIRPORT INTERSECTION DIRECTION (G7-291) sign



Figure 6.10 Example of regional AIRPORT FINGERBOARD (G7-292) sign



Figure 6.11 Example of regional AIRPORT ADVANCE DIRECTION (G7-289) sign

Aerodromes

Publicly owned aerodromes may be signposted with FINGERBOARD (G7-293) signs only. The legend would be "AERODROME", with a town name if appropriate, plus a distance. The sign does not include the airport symbol.



Figure 6.12 Example of a FINGERBOARD (G7-293) sign to an AERODROME

6.4 Funding

For Sydney Airport, the RTA will supply, erect and maintain all signs on all State or regional roads indicating the routes to be followed to the airport, up to, but not including signs indicating different airport terminals. These signs and all subsequent signs are funded by the airport manager.

For other airports, the RTA will supply, erect and maintain all signs on State roads providing that council provides a continuity of signposting on any regional or local roads until the airport is reached.

For aerodromes, all signs on all roads are funded by the aerodrome manager (generally local government).

All signs on state roads remain the property of the RTA.

7. Educational Institutions

Educational institutions, such as universities and colleges of TAFE, have not typically been signposted from the State or regional road network until recent times.

Australian Standard 1742 *Manual of uniform traffic control devices, Part 2, Traffic control devices for general use* does not detail warrants for the signposting of educational institutions; nor did the RTA's "Interim Guide to Signs and Markings". The lack of clear policy has seen the development of different signposting treatments throughout the state.

The relative size of some educational institutions presents problems to the signposting practitioner. For instance, some city TAFE colleges are very large whereas regional colleges may be small or serve different purposes during the day / night. University campuses may be widely scattered or located on the one site.

In recent years there has been an increasing desire by university and TAFE college administrators to have their facilities signposted from the State or regional road network, sometimes quite remotely from the facilities themselves.

The principle objective of this part of the manual is to ensure an equitable approach to the signposting of educational institutions on the State or regional road network where there is a genuine need on traffic engineering grounds.

7.1 Eligibility

For the purpose of this manual an educational institution is defined as a University Campus or a College of TAFE.

Schools, both public and private, have not been considered for signposting from the State or regional road network, and are not considered in this manual.

Signs will only be considered for:

- Universities, where the campus is a significant complex in its own right and not merely a minor annex, and
- Major capital city or regional Colleges of TAFE that draw students or visitors from a broad area and do not merely cater for the local community.

7.2 Sign types, legends and siting

All educational institution signs have white retro-reflective lettering on a blue retro-reflective background.

In urban areas, EDUCATIONAL INSTITUTION INTERSECTION DIRECTION (G7-295) signs, see Figure 7.3, would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate, or where the speed limit is 90 km/h or higher, then EDUCATIONAL INSTITUTION ADVANCE DIRECTION (G7-294), see Figure 7.1, signs may also be allowed on a case specific basis. Signs will be considered only where there are available sites for their erection. Where the next focal point town or suburb on the through route needs to be shown, an ADVANCE DIRECTION (G1-1) sign, see Figure 7.2, is used.

In rural areas, an EDUCATIONAL INSTITUTION ADVANCE DIRECTION (G7-294), see Figure 7.2, signs may be erected followed by an EDUCATIONAL INSTITUTION FINGERBOARD (G7-296) sign, see Figures 7.4.

The amount of legend on any signs will be the minimum necessary to guide traffic. In the case of universities, it will be the name of the university plus the name of the campus. Where necessary for the purposes of accommodating many words of legend or where multiple guide signs occur at one sign site, the word “UNIVERSITY” may be abbreviated to “UNI”, or a commonly understood acronym used in place of the institutions name. For TAFE colleges the college name (normally the city name) and the legend “TAFE” will be used. See Figures 7.3 and 7.4. In regional cities and towns where the TAFE or University is the only eligible TAFE or university in that town or city, the town name can be omitted.

Signs will be considered on and from the nearest State or regional road only, except where the nearest State road is a motorway, where no signs are allowed.

Signs will only be considered where there are available sites, or space on existing sign groups, for their erection.

If, in the opinion of the RTA Regional Manager, existing signs for educational institutions no longer conform to this manual, then the non-conforming signs will not be replaced when they are unserviceable.

See RTA's *Guide Signposting* manual for the determination of letter sizes for educational institution guide signs.



Figure 7.1 Example of an EDUCATIONAL INSTITUTION ADVANCE DIRECTION (G7-294) sign



Figure 7.2 Example of an ADVANCE DIRECTION (GI-1) sign to an educational institution

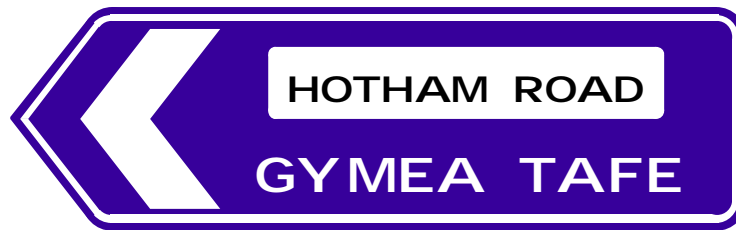


Figure 7.3 Example of an EDUCATIONAL INSTITUTION INTERSECTION DIRECTION (G7-295) sign



Figure 7.4 Example of a EDUCATIONAL INSTITUTION FINGERBOARD (G7-296) sign

7.3 Funding

All signs will be fully funded by the educational institution, including RTA's project management costs.

All costs associated with any necessary replacement signs due to maintenance requirements will be fully funded by the educational institution.

All signs on state roads remain the property of the RTA.

8. Regional Shopping Centres

A "legal" definition of a regional shopping centre, if it ever existed, is probably no longer possible, given the current and evolving nature of retailing. They are generally defined as a purpose-built and managed one-stop shopping centre with a common entrance and car park and under one roof. Most centres have at least one major retailer. It is expected that a range of goods and services would be provided within such a centre. Outlets that consist of one retailer only, irrespective of size, eg a Bunnings Warehouse, would not qualify for signs on state roads.

Regional shopping centres have developed over the last thirty years or so. When the first centres were constructed they were novel, sometimes remotely located from traditional shopping precincts, and they attracted a large proportion of their customers from outside of the local area.

In more recent times these centres have become commonplace, in major urban areas and in country towns. Increasingly, a slavish approach to signposting any or all of these centres is seen as unnecessary in terms of guidance, and inequitable in terms of the lack of signs to other shopping precincts or outlets.

The principle objective of this part of the manual is to ensure an equitable approach to the signposting of regional shopping centres on the State or regional road network where there is a genuine need for directional guidance on traffic engineering grounds.

For the signposting arrangements for by-passed town centres and by-passed towns, see *Guide Signposting* manual.

8.1 Eligibility

It will be the responsibility of the proponent, ie. the developer of the regional shopping centre, to demonstrate to the RTA that there is a need on traffic engineering grounds for any guide signs to such centres. This should be considered at the development application stage. Signs will not be provided solely for marketing purposes.

Signs will generally not be considered for regional shopping centres after development application approval, except, potentially, where site access conditions change or local traffic bans are put in place and guidance is needed for traffic management purposes.

8.2 Sign types, legends and siting

All regional shopping centre signs are to have white retro-reflective lettering on a blue retro-reflective background.

Signs will be considered on and from the nearest state road only, except where the nearest State road is a motorway, where no signs are allowed.

Signs will be considered only where there are available sites for their erection. REGIONAL SHOPPING CENTRE INTERSECTION DIRECTION (G7-298) signs, see Figure 8.3, would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate or where the speed limit is 90 km/h or higher, then REGIONAL SHOPPING CENTRE ADVANCE DIRECTION (G7-297) signs may also be allowed, see Figure 8.1. Where the next focal point town or suburb on the through route needs to be shown, use an ADVANCE DIRECTION (G1-1) sign, see Figure 8.2.

The legend on any signs will be the minimum necessary to guide traffic. This legend in most cases might only be a “P” for parking (and associated distances or arrows etc) where the centre itself is clearly obvious to traffic by its location and on-site advertising signs. These signs will only be allowed where the access to the parking area(s) is not clearly obvious to traffic through the use of on-site signs.

Where the regional shopping centre is located within the local road network signs may be provided on and from the nearest state road providing that local government provides similar signs on its roads until the centre is reached. Proprietary names may be allowed in some circumstances. If the shopping centre is known as “Bigtown Plaza” or “Greenville Square” or the like then the addition of a proprietary name adds no value to road users and would not be allowed. But if, for example, a road user was trying to locate “Westfield Parramatta”, and that the shopping centre was not known by any other name (like “Parramatta Fair” or similar) then “Westfield Parramatta” would be allowed. The over-riding consideration is to provide a clear message to road users and not to create ambiguity with respect to the location of main street shopping centres. Signs that include the proprietary name, along with the name of the suburb or town and the words “shopping centre” may not be allowed where an ambiguity occurs.

See RTA’s *Guide Signposting* manual for the determination of letter sizes for regional shopping centre guide signs.

If, in the opinion of the RTA Regional Manager, existing signs for regional shopping centres no longer conform to this manual, then the non-conforming signs will not be replaced when they are unserviceable.



Figure 8.1 Example of REGIONAL SHOPPING CENTRE ADVANCE DIRECTION (G7-297) sign



Figure 8.2 Example of ADVANCE DIRECTION (G1-I) sign to a REGIONAL SHOPPING CENTRE



Figure 8.3 Example of REGIONAL SHOPPING CENTRE INTERSECTION DIRECTION (G7-298) sign

8.3 Funding

All signs will be paid for by the developer.

All costs associated with any necessary replacement signs due to maintenance requirements will be fully funded by the developer.

All signs on state roads remain the property of the RTA.

9. Industrial Areas and Business Parks*

Industrial areas and business parks are areas set aside and zoned exclusively for these purposes.

The principle objective of this part of the manual is to ensure a consistent approach to the signposting of industrial areas and business parks on the State or regional road

network where there is a genuine need for directional guidance on traffic engineering grounds.

* Truck / rail freight interchanges, sometimes known as “intermodal hubs” are treated in Section 11- Transport Interchanges.

9.1 Eligibility

Industrial areas or business parks may be eligible for signposting where they are:

- major traffic generators,
- named by local government,
- exclusively zoned, and
- within 10km of any sign.

Sites located on both sides of a State or regional road will not be signposted. Where this is the case, enhanced road name signage may be considered for the main access roads. See the RTA’s *Guide Signposting* manual.

Signposting of bulky goods or other retailers as either an industrial area or business park is not allowed. Enhanced street name signage may be considered in this case.

A valid case for signposting must be made by the facility manager and supported by council before submission to the RTA.

9.2 Sign types, legends and siting

All industrial areas and business park signs are to have white retro-reflective lettering on a blue retro-reflective background.

Signs will be considered on and from the nearest State or regional road only, except where the nearest State road is a motorway, where no signs are allowed.

If the facility is located on a local road, signs will only be considered on any State road where council agrees to erect similar signs on the local road network until the facility is reached.

Signs will be considered only where there are available sites for their erection.

INDUSTRIAL AREA or BUSINESS PARK INTERSECTION DIRECTION (G7-300) signs, see Figure 9.3, would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate or where the speed limit is 90 km/h or higher, then INDUSTRIAL AREA or BUSINESS PARK ADVANCE DIRECTION (G7-299) signs, see Figure 9.1, may also be allowed. Where the next focal point town or suburb on the through route needs to be shown, use an ADVANCE DIRECTION (G1-1) sign, see Figure 9.2.

The legend on any signs will be the minimum necessary to guide traffic. This legend in most cases might only be the words “INDUSTRIAL AREA” or “BUSINESS PARK”. However, a locality, town or suburb name may be added in the following circumstances:

- The industrial areas or business park is in a rural location and remote from the town or village that provides essential services to it,
- The industrial areas or business park is in a major urban area, remote from the State or regional road network and in an area where it may be confused with other industrial areas or business parks nearby, or
- The industrial areas or business park is in a major urban area and it is the focal point for the road that leads to it.



Figure 9.1 Example of INDUSTRIAL AREA or BUSINESS PARK ADVANCE DIRECTION (G7-299) sign



Figure 9.2 Example of ADVANCE DIRECTION (G1 series) sign to an INDUSTRIAL AREA or BUSINESS PARK



Figure 9.3 Example of INDUSTRIAL AREA or BUSINESS PARK INTERSECTION DIRECTION (G7-300) sign

See RTA's *Guide Signposting* manual for the determination of letter sizes for industrial area and business park guide signs.

If, in the opinion of the RTA Regional Manager, existing signs for industrial areas or business parks no longer conform to this manual, then the non-conforming signs will not be replaced when they are unserviceable.

9.3 Funding

Signs for purpose-built industrial areas or business parks managed by a single manager are funded by the manager. Otherwise, all signs will be paid for by the local council.

All costs associated with any necessary replacement signs due to maintenance requirements will be fully funded by the agencies identified as above.

All signs on state roads remain the property of the RTA.

10. Major Sporting Venues

Australian Standard 1742 *Manual of uniform traffic control devices, Part 2, Traffic control devices for general use* does not detail warrants for the signposting of major sporting venues; nor did the RTA's "Interim Guide to Signs and Markings". The lack of a clear policy has seen the development of different signposting treatments throughout the state.

In recent years there has been an increase in requests from sporting venue managers seeking signposting from the State or regional road network, sometimes quite remotely from the facilities themselves. Some of these requests have been based on sound traffic engineering principles whilst others appear to be mainly promotional in intent.

The principle objective of this part of the manual is to ensure an equitable approach to the signposting of major sporting venues on the State or regional road network where there is a genuine need on traffic engineering grounds.

10.1 Eligibility

Sydney and other large urban areas have very high numbers of sporting venues. For the purposes of this manual “sporting venue” is defined as any “active” sport facility and is not meant to include recreation reserves, national parks or other public or private venues where sport or exercise is an occasional activity. Sporting venues (as defined here) range from local swimming pools, sports fields and gymnasia to stadia of international significance. Some venues include multiple facilities.

Signposting will not be allowed on state roads to sporting venues that largely cater for the needs of the local community, irrespective of their size, scale or visitation. For the purposes of this manual “local community” is defined as the local government area in which the venue is located.

To be eligible for consideration for signposting, major sporting venues must:

- be major traffic generators,
- have adequate off-street parking, and
- have regular and routine (weekly / monthly) events of at least state significance (racing, football or whatever), and not just occasional special events (even if they are of national significance for that sport), or events of local importance only,

OR

- have audited visitation in excess of 150,000 per annum with at least one third of its patrons residing outside the local government area in which it is situated. Further, there must be documentary evidence of the venue being promoted externally to that local government area. The venue must have services or facilities that are regionally unique or unusual to substantiate its attractiveness to patrons that are not “locals”.

Where a major sporting venue has strong links to public transport and is located in an area of high traffic congestion, guide signposting may not be allowed.

10.2 Sign types, legends and siting

All major sporting venue signs have white retro-reflective lettering on a blue retro-reflective background.

Signs will be considered only where there are available sites for their erection.

MAJOR SPORTING VENUE INTERSECTION DIRECTION (G7-302) signs, see Figure 10.3, would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate or where the speed limit is 90 km/h or higher, then MAJOR SPORTING VENUE ADVANCE DIRECTION (G7-301) signs may also be allowed, see Figure 10.1. Where the next focal point town or suburb on the through route needs to be shown, use an ADVANCE DIRECTION (G1-1) sign, see Figure 10.2.

In rural areas, an ADVANCE DIRECTION (G1 series) sign may be erected followed by a MAJOR SPORTING VENUE FINGERBOARD (G7-303) sign. See Figures 10.1 and 10.4.

The legend on any signs will be the minimum necessary to guide traffic. Where necessary for the purposes of accommodating many words of legend or where multiple guide signs occur at one sign site, commonly understood acronyms or abbreviations may be used in place of the venue's full name.

Signs will be considered on and from the nearest State or regional road only, except where the nearest State road is a motorway, where no signs are allowed.

Signs will only be considered where there are available sites, or space on existing sign groups, for their erection.

If, in the opinion of the RTA Regional Manager, existing signs for major sporting venues no longer conform to this manual, then the non-conforming signs will not be replaced when they are unserviceable.

See RTA's *Guide Signposting* manual for the determination of letter sizes for major sporting venue guide signs.



Figure 10.1 Example of an MAJOR SPORTING VENUE ADVANCE DIRECTION (G7-301) sign



Figure 10.2 Example of an ADVANCE DIRECTION (G1-1) sign to a major sporting venues



Figure 10.3 Example of an MAJOR SPORTING VENUE INTERSECTION DIRECTION (G7-302) sign



Figure 10.4 Example of a MAJOR SPORTING VENUE FINGERBOARD (G7-303) sign

10.3 Funding

All signs will be fully funded by the venue manager or owner, including RTA's project management costs.

All costs associated with any necessary replacement signs due to maintenance requirements will be fully funded by the venue manager or owner.

All signs on state roads remain the property of the RTA.

11. Transport Interchanges

For the purposes of guide signposting, transport interchanges are generally points at which private and public transport meet. Places where different forms of public transport meet, such as bus / rail interchanges, generally do not require guide signposting. However truck and rail freight interchanges are also considered here.

Australian Standard 1742 *Manual of uniform traffic control devices*, Part 2, *Traffic control devices for general use* does not provide guidance on the signposting of transport interchanges and nor did the RTA's "Interim Guide to Signs and Markings". The lack of a clear policy has seen transport interchanges poorly signposted or signposted with a range of treatments.

The signposting practitioner should also refer to the Transport NSW *Best practice guidelines for NSW public transport signage and information displays*, (version 1, November 2002) for details of symbol design, internal interchange signposting and signposting for bicycles and pedestrians.

11.1 Eligibility

To be considered for signposting from the road network, transport interchanges must have parking for road users sufficient to satisfy ordinary demand – not demand caused by special sporting or cultural events. This means that parking must be available on a casual basis for any road users (excepting truck / rail freight interchanges), and not where it is provided primarily for the local community. Examples of the latter might be a local ferry wharf car park or rail commuter car park that reaches full capacity before the end of a normal weekday peak period.

Truck / rail freight interchanges are eligible for signposting where the facility is purpose built, processes the distribution of freight owned by a range of companies, and where the facility manager is not the owner of the freight being broken up. For example, if a facility services freight distribution for one retail chain, signs would not be allowed.

The RTA's Regional Manager shall make any determinations on eligibility in consultation with the transport interchange manager.

Whilst this policy is largely targeted at car drivers, it is recognised that transport interchanges may also cater for trucks, buses, bicycles or vehicles towing. No specific symbols are used on remote signposting where these users are specifically catered for, but the interchange manager may allow guidance within the interchange car park.

Transport interchanges that may be signposted are:

- Car / train,
- Car / bus,
- Car / ferry,
- Car / tram, and
- Truck / rail freight.

11.2 Sign types, legends and siting

All transport interchange signs have white retro-reflective lettering on a blue retro-reflective background. Symbols for trains, buses, ferries and trams will be retro-reflective blue on a yellow circular retro-reflective background.

Sign legends may appear in the following formats*:

- A “P” symbol, a plus symbol, a bus symbol and the name of the ultimate destination – generally a cultural or sporting focal point (see Figures 11.1 and 11.2), for a “park and ride” facility.
- A “P” symbol, a train symbol and the name of the railway station, without the word “station” (see Figures 11.3 and 11.4), for an eligible rail commuter car park.
- A “P” symbol, a bus symbol and the name of the bus interchange (see figures 11.5 and 11.6), for an eligible bus interchange car park. The name of the interchange may be either a suburb name or a road name.
- A “P” symbol, a ferry symbol and the name of the ferry wharf (see figures 11.7 and 11.8), for an eligible ferry interchange car park.
- A “P” symbol, a tram symbol and the name of the tram stop (see figure 11.9), for an eligible tram interchange car park.

*Any of the above signs may be designed, manufactured and erected in a folding format where the transport interchange only operates when there is a major event in progress.

Truck / rail freight interchanges do not carry a symbol. These facilities are used only by professional drivers and do not encourage access by the general public. Signs will carry a legend that adequately describes the facility with a minimum of text with any decision being made by the RTA’s Regional Manager.

TRANSPORT INTERCHANGE INTERSECTION DIRECTION (G7-305) signs would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate, or where the speed limit is 90 km/h or higher, TRANSPORT INTERCHANGE ADVANCE DIRECTION (G7-304) signs may also be allowed on a case specific basis.

Signs will be considered on and from the nearest State or regional road, except where the nearest State road is a motorway, where no signs are allowed. Where the facility has regional significance the signs may be located more remotely at the discretion of the RTA.

See RTA’s *Guide Signposting* manual for the determination of letter sizes for transport interchange guide signs.



Figure 11.1 Example of an ADVANCE DIRECTION (G7-304) sign to a park and ride facility car park



Figure 11.2 Example of an INTERSECTION DIRECTION (G7-305) sign to a park and ride facility car park



Figure 11.3 Example of an ADVANCE DIRECTION (G7-304) sign to a railway station car park



Figure 11.4 Example of an INTERSECTION DIRECTION (G7-305) sign to a railway station car park



Figure 11.5 Example of an ADVANCE DIRECTION (G7-304) sign to a bus interchange car park



Figure 11.6 Example of an INTERSECTION DIRECTION (G7-305) sign to a bus interchange car park



Figure 11.7 Example of an ADVANCE DIRECTION (G7-304) sign to a ferry wharf car park



Figure 11.8 Example of an INTERSECTION DIRECTION (G7-305) sign to a ferry wharf car park



Figure 11.9 Example of an INTERSECTION DIRECTION (G7-305) sign to a tram car park

11.3 Funding

All signs will be fully funded by the RTA, except as below.

Where the name of a cultural or sports venue or any other interchange facility changes due to sponsorship changes or for any other reason, the park and ride or interchange car park manager will be responsible for all costs associated with replacement signs, including the RTA's project management costs.

All truck / rail freight interchange signs are funded by the facility manager.

All signs on state roads remain the property of the RTA.

12. Service Signposting in Remote Areas

An increasing number of tourists and other road users are using remote areas of the state for the first time. Published maps often mislead road users by indicating property names, minor localities and roads that in reality provide little or nothing in the way of roadside services. There is an identified need to signpost those services that do exist.

The area of New South Wales, for the purposes of this manual, defined as remote, is that area bounded by:

- MR 68 between South Australia and Wentworth (but not including it),
- the Sturt Hwy between Wentworth and Hay (but not including it),
- the Cobb Hwy between Hay and Booligal,
- the Lachlan Valley Way between Booligal and Hillston,
- the Kidman Way between Hillston and Bourke,
- the Mitchell Hwy between Bourke and Barrington,
- the Queensland border between Barrington and South Australia, and
- the South Australian border.

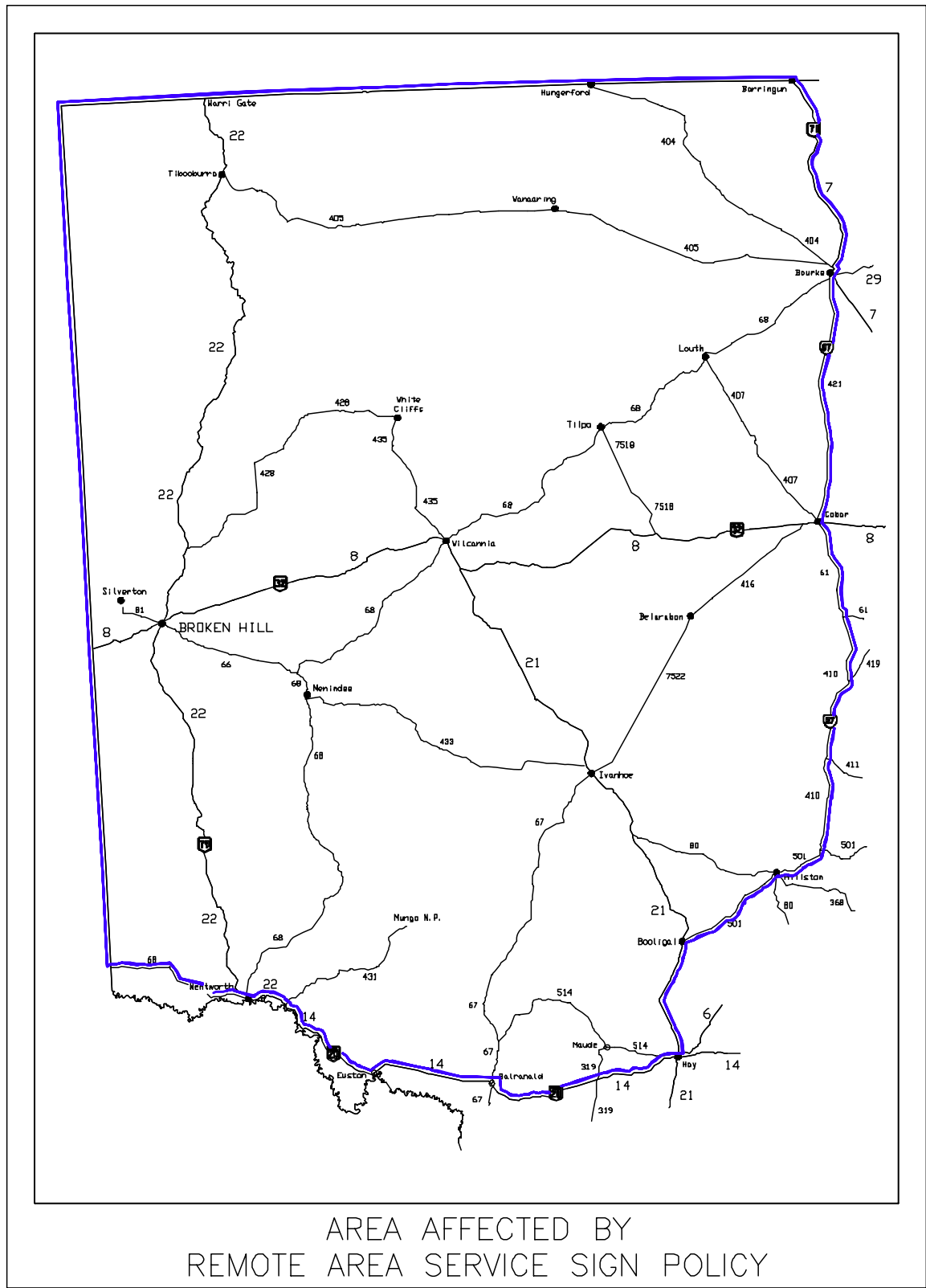


Figure 12.1 Remote area of New South Wales

12.1 Eligibility

For a town, village or other facility to qualify for a REMOTE AREA SERVICES (G7-306) sign, see Figure 12.2, it must provide at least two of the following three services (the warrants for the use of the symbols are contained in Appendix A):

- petrol,
- food (knife and fork), or
- accommodation (bed, not caravan or tent)*.

In the general case, an accommodation provider should have at least 5 accommodation units suitable for listing by the NRMA. This manual allows some flexibility with respect to the number of units in very remote locations, but not for those in major towns. It is considered that at least eight accommodation units must be available within minor localities, to allow visitors to have some confidence that accommodation is available. The accommodation units may be spread over more than one provider. Listing by the NRMA is essential in either case.

12.2 Sign types, legends and siting

All remote area service signs will have white retro-reflective lettering on a retro-reflective blue background.

The REMOTE AREA SERVICES (G7-306) sign, see Figure 12.2, will contain the legend “NEXT SERVICES”, up to five service symbols, along with the town name and the distance in kilometres to it. If the town name is short, the distance information may be included on the same line of legend.

Where any one of the three services listed in 12.1, *Eligibility* is not available, a panel on the sign will include the appropriate symbol and the distance to the town, village or facility offering that service (see Figure 12.2), but not the town or village name.

The letter series and sizes will be 160D for “NEXT SERVICES”, 400mm tile height for the symbols, 160/120 Mod E for the town name and distance.

The only eligible symbols for use are:

- petrol,
- food (knife and fork),

- accommodation – bed / caravan / tent (see Section 2), and
- hospital (see Section 5).



Figure 12.2 Examples of REMOTE AREA SERVICES (G7-306) signs

Remote area service signs will be located on State or regional roads as soon as practicable on the departure side of intersections with other State or regional roads. Normally this will mean about 300m beyond any existing REASSURANCE DIRECTION (G4 series) sign.

12.3 Funding

State roads

RTA will fund signs.

Regional and local roads

Councils should be strongly encouraged to adopt this manual and fund signs on roads under their care and control.

All signs on State roads remain the property of the RTA.

13. Waste and Recycling Centres

Waste and recycling centres are facilities that recycle, reprocess and / or dispose of waste. They are accessible to both business and the general public.

The principle objective of this part of the manual is to ensure a consistent approach to the signposting of waste and recycling centres on the State or regional road network where there is a genuine need for directional guidance on traffic engineering grounds.

13.1 Eligibility

Waste and recycling centres may be eligible for signposting where they are:

- major traffic generators,
- accessible to all traffic, and
- within 5km of any sign.

A valid case for signposting must be made by the facility manager and supported by council (where the facility is located on a council road) before submission to the RTA.

13.2 Sign types, legends and siting

All Waste and recycling centre signs are to have white retro-reflective lettering on a blue retro-reflective background.

Signs display the name of the town or suburb along with the legend “WASTE and RECYCLING CENTRE”. No logos or symbols are to be displayed on any signs on State roads.

Signs will be considered on and from the nearest State or regional road only, except where the nearest State road is a motorway, where no signs are allowed. If the facility is located on a local road, signs will only be considered on a State road where council agrees to erect similar signs on the local road network until the facility is reached.

Signs will be considered only where there are available sites for their erection. INTERSECTION DIRECTION (G2-1) signs, see Figure 13.2, would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate or where the speed limit is 90 km/h or higher, then ADVANCE DIRECTION (G1 series) signs, see Figure 13.1, may also be allowed.



Figure 13.1 Example of an ADVANCE DIRECTION (G1 series) sign to a waste and recycling centre



Figure 13.2 Example of an INTERSECTION DIRECTION (G2-1) sign to a waste and recycling centre

See RTA's *Guide Signposting* manual for the determination of letter sizes for waste and recycling centre guide signs.

If, in the opinion of the RTA Regional Manager, existing signs for waste and recycling centre no longer conform to this manual, then the non-conforming signs will not be replaced when they are unserviceable.

13.3 Funding

All signs for waste and recycling centres are funded by the facility's manager.

All costs associated with any necessary replacement signs due to maintenance requirements will be fully funded by the agencies identified as above.

All signs on state roads remain the property of the RTA.

14. Cemeteries and Crematoria

The principle objective of this part of the manual is to ensure a consistent approach to the signposting of cemeteries and crematoria on the State or regional road network where there is a genuine need for directional guidance on traffic engineering grounds.

14.1 Eligibility

Cemeteries and crematoria may be eligible for signposting where they are:

- major traffic generators,
- have adequate off-street parking,
- conduct funeral services on-site, and
- within 5km of any sign.

A valid case for signposting must be made by the facility manager and supported by council (where the facility is located on a council road) before submission to the RTA.

14.2 Sign types, legends and siting

All cemeteries and crematoria signs have a white retro-reflective lettering on a blue retro-reflective background. They must display the name of the facility along with the legend “CEMETERY” and / or “CREMATORIUM”.

Signs will be considered on and from the nearest State or regional road only, except where the nearest State road is a motorway, where no signs are allowed. If the facility is located on a local road, signs will only be considered on a State road where council agrees to erect similar signs on the local road network until the facility is reached.

Signs will be considered only where there are available sites for their erection. INTERSECTION DIRECTION (G7-308) signs, see Figure 14.2, would normally be sufficient for guiding traffic. Where the road alignment, lane configurations or sight distance dictate or where the speed limit is 90 km/h or higher, then ADVANCE DIRECTION (G7-309) signs, see Figure 14.1, may also be allowed. See Figures 14.1 and 14.2.



Figure 14.1 Example of ADVANCE DIRECTION (G7-308) signs to a cemetery or crematorium



Figure 14.2 Example of INTERSECTION DIRECTION (G7-309) signs to a cemetery or crematorium

See RTA's *Guide Signposting* manual for the determination of letter sizes for cemetery or crematorium guide signs.

If, in the opinion of the RTA Regional Manager, existing signs for a cemetery or crematorium no longer conform to this manual, then the non-conforming signs may be removed.










14.3 Funding







All signs for cemeteries and crematoria are funded by the facility's manager.


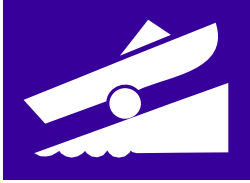


All costs associated with any necessary replacement signs due to maintenance requirements will be fully funded by the facility's manager.

All signs on state roads remain the property of the RTA.

Appendix A Service Symbols

 <p>S1 – hospital – 24hr emergency facilities available (see section 5)</p>	 <p>S2 – public phone - available to the public 24hrs/day and is not readily visible from the road</p>	 <p>S3 – petrol – petrol must be available 16hrs/day See also S3a, below</p>
 <p>S4 – accredited visitor information centre See also S4a, below</p>	 <p>S5 – restaurant – sit-down meals available 16hrs/day</p>	 <p>S6 – bed (accommodation) – accommodation of at least 5 units and listed by the NRMA – see Section 2 for additional criteria</p>
 <p>S7 – refreshments – take away meals or light refreshments available 16hrs/day</p>	 <p>S8 – camping area – must provide toilets and drinking water (see Section 2)</p>	 <p>S9 – caravan park – provides at least 20 spaces and listed by the NRMA (see Section 2)</p>

<p>S10 – combined symbols for caravan park and camping area – no longer used</p>	 <p>S11 – airport with commercial services timetable (see Section 6)</p>	 <p>S12 – rest area – identified by RTA’s Centre for Road Safety as a rest area (see Section 4)</p>
 <p>S13 – truck parking area – see AS 1742</p>	 <p>S14 – parking – see AS 1742</p>	 <p>S15 – petrol and repairs – petrol and minor repairs for parts such as exhausts, radiators and windscreens available at least 16hrs/day</p>
 <p>S16 – public toilets – toilets must be open 16hrs/day. For new or replacement signs, toilets must have disabled access</p>	<p>S17 – deleted</p>	<p>S18 – fireplace- no longer used in NSW</p>

<p>S19 – litter bin – not used on guide signs in NSW</p>	 <p>S20 – drinking water – used only at rest stops where town water is supplied</p>	 <p>S21 – boat ramp – surfaced boat ramp available to the general public</p>
 <p>S3a - petrol – petrol must be available 24hrs/day</p>	 <p>S4a – for use with Information bay or lay-by ONLY</p>	

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For further enquiries
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Roads and Traffic Authority

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