



# **BYRON SHIRE COUNCIL**

**POLICY NO. 07/102**

## **TOURIST, STREET NAME, COMMUNITY FACILITY AND SERVICE SIGNS**

***Policy - Tourist, Street Name, Community Facility and Service Signs***

**INFORMATION ABOUT THIS DOCUMENT  
(INTERNAL USE ONLY)**

<b>Date Commenced</b>	29/3/94 (Street Names and Signs Policy 4.14)		
<b>Policy Responsibility</b>	Asset Management Services, Infrastructure Planning		
<b>Date Adopted</b>	29/3/94	<b>Resolution No.</b>	
<b>Review Timeframe</b>			
<b>Last Review Date:</b>	30/8/07	<b>Next Scheduled Review Date</b>	

***Document History***

<b>Doc No.</b>	<b>Date Amended</b>	<b>Details Comments eg Resolution No.</b>
#406870	May 2007	Replace Policy 4.14 Street Names and Signs-Draft Replacement #647516
#647516	June 2007	Draft Policy – Tourist, Street Name, Community Facility and Service Signs – Amended by Res 07-288
#680330	August 2007	Res 07-467

***Further Document Information and Relationships***

<b>Related Legislation</b>	Australian Standard 1742 Tourist Signposting – Roads & Traffic Authority 2003 The Roads Act 1993 – Section 162 Roads (General) Regulation 2000 Part 2, Division 2 The Geographical Names Board – “Guidelines for the Naming of Roads”
<b>Related Policies</b>	
<b>Related Procedures/ Protocols, Statements, documents</b>	Council approved list of suitable names <a href="#">#354461</a> Council Standard Drawing No R12

**TABLE OF CONTENTS**

1.	OBJECTIVES .....	1
2.	POLICY STATEMENT .....	1
3.	TOURIST SIGNPOSTING .....	2
3.1	Key Elements .....	2
4	STREET NAMES .....	2
4.1	New Street Names in developing subdivisions.....	2
4.2	Renaming of existing streets.....	3
4.3	Crown Roads .....	3
5	COMMUNITY FACILITIES AND SERVICE SIGNS .....	3
5.1	General.....	3
5.2	Community facility signs .....	4
5.3	Service signs .....	4

<b>POLICY TITLE</b>	<b>TOURIST, STREET NAME, COMMUNITY FACILITY AND SERVICE SIGNS</b>
---------------------	---

## **1. OBJECTIVES**

- 1.1. To aid the safe and orderly movement of traffic.
- 1.2. To provide clarity for the community, businesses and Council in the provision of roadside signage throughout Byron Shire.
- 1.3. To provide appropriate street names for new subdivisions, recognising the history, indigenous culture, natural environment and character of the area and Australia.
- 1.4. To provide an effective street sign standard that is aesthetically acceptable.

## **2. POLICY STATEMENT**

- 2.1. This Policy addresses the provision of road-side signs around Byron Shire, including:
  - a) tourist signage;
  - b) street names in new subdivisions
  - c) applications for the renaming of existing street names;
  - d) place names; and
  - e) guide signs for community facilities and services.
- 2.2. The Policy establishes the framework for what signage will be provided, where they will be placed, the criteria for their establishment and who pays for them.
- 2.3. Tourist, street name, community facility and service signs are in general, to be provided in accordance with Australian Standards and State Guidelines established by the Roads and Traffic Authority. In this regard:
  - a) Australian Standard 1742 – Manual of Uniform Traffic Control Devices (relevant version at the time of applying the standards):
    - i) Part 1 General Introduction and index of signs,
    - ii) Part 2 Traffic control devices for general use,
    - iii) Part 5 Street names and community facility name signs, &
    - iv) Part 6 Service & Tourist signs for motorists.
  - b) Tourist Signposting – Roads & Traffic Authority 2003;
- 2.4. Street name and place name signs will be erected in accordance with the above and be approved in accordance with:
  - a) The Roads Act 1993 – section 162 – providing the Council with the Authority to name roads;
  - b) The Roads (General) Regulation 2000 Part 2, Division 2 – setting out the procedure for naming roads; and
  - c) The Geographical Names Board – “Guidelines for the Naming of Roads”.

- 2.5. This Policy does not include the provision of Regulatory, Warning and Guide signs intended for the regulation, road safety improvements and effective traffic management of our roads.

### **3. TOURIST SIGNPOSTING**

#### **3.1. Key Elements**

- a) Tourist signposting shall be approved and erected in accordance with the RTA Guide – “Tourist Signposting” – Published July 2003, subject to verification that the facility is an approved use.
- b) Documentary evidence is to be supplied to Council by the applicant for signage indicating that the facility has been accepted by the Tourist Attraction Signposting Assessment Committee (TASAC) detailing the level of signage permitted.
- c) Council cannot consider signage requests associated with State Roads (Lismore/Bangalow Road and Pacific Highway).
- d) Commercial attractions receiving eligibility for signposting by TASAC are responsible for the cost of erecting and the ongoing maintenance of signs.
- e) Tourist signposting colours are brown background with white lettering.

### **4. STREET NAMES**

#### **4.1. New Streets in developing subdivisions and existing unnamed roads**

- a) Naming of new streets and roads shall be in accordance with the Geographical Names Board’s document – “GUIDELINES FOR THE NAMING OF ROADS”.
- b) Developers of new subdivisions shall advise Council of their preference on names for new streets and roads provided in the subdivision prior to the release of final plans of subdivision.
- c) The names shall be selected from a Council approved list of suitable names detailed in Council Document [#354461](#) – a copy of which can be provided to the developer upon request.
- d) An alternative name may be selected in accordance with this policy for consideration by Council’s Director Environment and Planning Services.
- e) Alternative road names will be selected from the following categories:
  - i) Australian natives animal and plant species
  - ii) Aboriginal names
  - iii) Poets
  - iv) Pioneers
  - v) Maritime themes
  - vi) Themes eg sports, arts, geographical
- f) The selected list for each town, village or area shall be relevant to the local area and approved by Council’s Director Environment and Planning Services.
- g) Street name signs shall be consistent throughout the Council area and of a design and standard in accordance with Council Standard Drawing No R12 – inclusive of the Council logo.

**4.2. Renaming of Existing Streets**

- a) A request to change a street name must be received from an owner or resident of the affected street;
- b) Council must receive 100% written concurrence on the proposed name from owners and residents of the subject road, prior to advertising the proposed change;
- c) The onus for obtaining this concurrence of owners/residents rests with the applicant;
- d) A road name shall not be altered if it bears historical, local, regional, indigenous or family significance;
- e) All road renaming requests must comply with the Geographical Names Board Guidelines and The Roads (General) Regulation 2000 (Government Gazette No. 112) Part 2, Division 2;
- f) The request will be referred to Council for consideration following the public advertising of the proposed change of name.

**4.3. Crown Roads**

- a) Council will not name Crown Roads.
- b) Residents/owners requesting Council to name a Crown Road will be referred to the NSW Department of Lands.

**5. COMMUNITY FACILITIES AND SERVICE SIGNS**

**5.1. General**

- a) Community facilities and service signs will be provided by Council as required generally in accordance with Australian Standard 1742 - Part 5 Street names and community facility name signs and Part 6 Service & Tourist signs for motorists.
- b) The signs will generally be erected in accordance with AUSPEC Standard Drawing No R12:
  - i) Inclusive of the Council logo where the public facility is owned and/or operated by Council; or
  - ii) Without the Council logo when the facility is owned and/or operated by organisations other than Council.
  - iii) Distances to the service will not be shown on the sign unless it is a walking distance and is related directly to a designated walking track.
- c) Signs to be erected for community facilities and services will be erected by Council and the applicant is responsible for the cost of erecting and the ongoing maintenance of signs and their removal if/when they become redundant;
- d) Council will provide a quote for the erection of signs and prepayment must be made prior to their erection. Council will not be responsible for their replacement under any circumstances including fading, vandalism, damage caused by a motor vehicle accident or similar circumstances.
- e) Community facilities and service signs will only be erected at two locations.
- f) The commercial name of a business eligible for a directional service sign will not be included on the sign. For example a Bed and Breakfast owned by ABC will state on the sign the words "Bed & Breakfast", NOT "ABC Bed & Breakfast".
- g) Community facilities and service signs colours are blue background with white lettering.

## **5.2. Community Facility Signs**

- a) Community facility signs are not advertising signs for commercial interests.
- b) These are specific facilities not necessarily related to travel, but which maybe sought by strangers to the area, and which includes:
  - i) recreational facilities such as libraries, swimming pools, other sporting facilities;
  - ii) public facilities such as telephones, emergency medical services;
  - iii) Administrative facilities such as Council Chambers / Administration and post offices;
  - iv) Educational facilities such as TAFE's and Universities;
  - v) Churches and religious institutions;
  - vi) Other non-profit organisations such as charities, Scout Groups, Youth Centres, and
  - vii) Airports, railway stations and Shopping Centres.
- c) Primary and secondary schools would only be included if they have some special facility sought by large numbers of strangers to the area.

## **5.3. Service signs**

- a) Service signs are not advertising signs for commercial interests.
- b) Service signs include commercial facilities and public facilities.
- c) A Commercial service is an establishment that provides travellers with services such as meals, refreshments, overnight accommodation, Caravan Park and camping grounds.
- d) Non-commercial service signs are predominantly Highway signs with the blue background with white lettering and symbols indicating town centres with facilities including accommodation, meals, shopping, service stations etc.