

STATUTORY PLANNING CHECKLIST

Signage

Use this information as a guide to complete your application for a planning permit to construct or display signage.

Considerations that may affect your application

When making a decision on an application of this nature, Council will generally consider:

- The planning controls that apply to the site
- The planning policy framework found within the Mitchell Planning Scheme.
- The impact of signage on the amenity of the area

Documents to submit with your application

Council requires certain information to be provided with your application in order to properly assess it. To ensure that your application can be processed quickly and efficiently, it is important that you provide the following documentation:

	Document
1	A complete and valid certificate of title.
2	Metropolitan Planning Levy certificate (if applicable).
3	A written statement setting out how the land is currently used.
4	Information pertaining to the type of signage as defined in Clause 73.02 of the Mitchell Planning Scheme
5	A written statement justifying why the signage is appropriate, responding specifically to the decision guidelines of Clause 52.05 of the Mitchell Planning Scheme.
6	Development plans including site plan, floor plans, garden area plan, and elevation.
7	For animated or electronic signs, a report addressing the decision guidelines at Clause 52.05-3 relating to road safety.



Contact Us

Send us an email mitchell@mitchellshire.vic.gov.au

Give us a call [\(03\) 5734 6200](tel:(03)57346200) (option 3)
Monday to Friday, 9.00am – 5pm

Visit a planner
Planning and Building Services Office
Level 1, 61 High Street, Wallan
Monday to Friday, 9.00am – 5pm