



Community Depot Management Advisory Committee

MINUTES

Section 5.8 of the *Local Government Act 1995*

Committee Brief:

To advise Council on the set-up and operation of the Community Depot.

General Meeting of Community Depot Management
Advisory Committee
Held in Council Chambers
5.30 pm Thursday, 27 October 2016

Committee Members as per Council Resolution No. 203/10/15

Council Members:

Cr Greenway, Cr Welburn, Cr Rayner

Community Members:

Toodyay Seed Orchard Group Representative, Toodyay
Theatre Group Representative, Toodyay Community
Singers Inc Representative, Toodyay Festivals Inc
Representative, Avon Woodturning Group Representative,
Toodyay Farmers Market Inc

Staff Members:

S Scott - CEO, A Bell - MCD

Deputies:

Cr D Dow, Cr Craddock

Preface

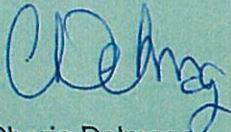
When the CEO approves these Minutes for distribution they are in essence "Unconfirmed" until the following Community Depot Management Advisory Committee Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are incorporated into a separate attachment to these Minutes.

Unconfirmed Minutes

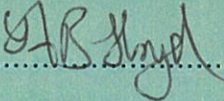
These minutes were approved for distribution on 3 November 2016.



Cherie Delmage
ACTING CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on ~~27 Oct 2016~~ 2 Feb 2017

Signed: 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

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ATTACHMENTS *with separate index follows Item 12.*

Shire of Toodyay

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Ms Lloyd, Chairperson, declared the meeting open at 5.30pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 RECORD OF ATTENDANCE

Members

Ms A Bell	Manager Community Development
Cr R Welburn	Council Member
Cr B Rayner	Council Member
Cr B Lloyd	Toodyay Seed Orchard Group Representative
Mr L Owen	Toodyay Theatre Group Representative
Ms A La Bouchardiere	Toodyay Farmers Market Representative
Ms A McCandlish	Avon Woodturners Group Representative
Cr D Dow	Council Deputy Member

Staff

Mrs D Andrijich	Community Development Coordinator
Mrs C McGowan	Community Development PA (recorder)

Visitors

No visitors attended the meeting.

2.2 APOLOGIES

Cr P Greenway	Councillor
T Young	Toodyay Community Singers Representative
R Davidson	Toodyay Festivals Inc

3. DISCLOSURE OF INTERESTS

The Chairperson advised that there were no disclosures of interest in the form of a written notice received prior to the commencement of the meeting.

4. PUBLIC QUESTIONS (relating to the purpose of the meeting)

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Community Depot Management Advisory Committee Meeting held on 28 July 2016 there were no questions taken on notice.

4.2 PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

5.1 Community Depot Management Advisory Committee Meeting held on 28 July 2016.

OFFICER'S RECOMMENDATION/MOTION

MOVED Cr B. Rayner

That the Unconfirmed Minutes of the Community Depot Management Advisory Committee Meeting held on 28 July 2016 be confirmed.

MOTION CARRIED

5.2 Matters arising from previous minutes

5.2.1 Crack in concrete slab

Cr Dow queried the progress/outcome of the reported crack in the concrete slab of the Toodyay Theatre Group shed site.

Mrs Andrijich confirmed the crack in the corner of the slab has been rectified. This section has been filled and sealed by the concreter. This work has been approved by the Shire Building Surveyor and Manager of Planning & Development. No further cracking is envisioned, however the Shire will instigate any further works if anything arises.

Ms Andrijich also notes repairs of cracked water pipes at the tank were being undertaken.

5.3 Review of the CDMAC Status Report

There are no outstanding matters from the previous meeting.

6. PUBLIC SUBMISSIONS (relating to the purpose of the meeting)

Nil

7. BUSINESS LEFT OVER FROM PREVIOUS MEETING (if adjourned)

Nil.

8. REPORTS OF OFFICERS

8.1 Briefing Note: Community Depot Project - Progress Report - Debra Andrijich

Cr Rayner queries if solar lights have been discussed for lighting at Community building.

Mrs Andrijich commented that this option is being explored for the accessible toilet and will investigate this further for the communal building.

Mrs Andrijich also comments that all groups are to be aware that the site is still classed as a construction site while the accessible toilet

works are completed and that all groups are to adhere to Shire safety policies. Accessible toilet works are anticipated to be completed by end of next week.

Lease agreements;

Mrs Andrijich commented that upon completion of signed leases, pro-rata rent \$300 each, a \$50 key bond will be invoiced to all groups. Keys will be provided to groups once payment has been received. As per group agreement, all PA doors are keyed separately and roller doors are keyed the same, however groups are welcome to install their own slide bolt lock for shed. This works well down at the showgrounds sheds for sporting groups.

Ms McCandish requested that the invoice for the Wood Turners is invoiced to Toodyay Wood Turners, not the Wood Turners Association.

Mrs Andrijich notes that all groups must be aware of sight lines for traffic hazards when landscaping and will provide groups with fire specifications e.g. distance from sheds etc.

Ms Lloyd is happy to have groups forward any landscaping plant requests to the Seed Orchard group for planting next season.

Mrs Andrijich notes the driveway and car park are to commence early November by the works department.

Signage Guidelines;

Mrs Andrijich requests the groups read and consider the Shire's current signage policy for submission of signs for each group shed. She comments she is happy to discuss with any groups.

MATTERS FOR FURTHER CONSIDERATION

Front entry sign;

A draft example of entry sign is attached for consideration of the Committee.

Groups agree to forward name and layout suggestions for Community Depot sign for the front entrance to Ms Andrijich to collate which will be presented at the next meeting for consideration.

Ms McCandish queries if group sponsors or funding bodies can be included on the front entry sign.

The committee decide that each group can advertise their sponsors on their own shed space as not all groups are sponsored or funded.

Cr Dow suggest the groups also look into security cameras for the depot as a deterrent from vandalism and theft.

Communal Area Rules;

Mrs Andrijich comments that the house rules provided is a working draft and requests groups provide their input to collate for the next meeting.

Cr Dow comments that 'No Smoking' should be included in the list. The groups agree.

Ms Andrijich comments that a contract cleaner will clean weekly.

Meeting Room;

Mrs Andrijich comments that bookings are essentials and notes the Shire Admin has a new telephone number 9574 9300 and redirection from the old Shire admin number will occur. This number will be advertised in the next Herald.

Ms Lloyd queries if the committee will be consulted regarding the decision of the community storage space.

Ms Andrijich comments that no other Expressions of Interests have been received and that the CEO has decided a mechanism needs to be in place to decide. If any group request assistance from the Shire for fit out, all costs associated are the responsibility of that group.

Ms Bell commented that this will be discussed with the CEO on his return from annual leave then will be brought forward to discuss with the committee.

9. REPORTS OF COMMITTEE MEMBERS

Nil

10. NEW BUSINESS OF AN URGENT NATURE

Nil

11. NEXT MEETING

The next meeting is tentatively scheduled for Thursday 2 February 2017, commencing at 5.30 pm.

12. CLOSURE OF MEETING

The Chairperson declared the meeting closed at 6.45pm.



ATTACHMENTS

to Minutes of the

**Community Depot
Management Advisory
Committee**

27 October 2016

ATTACHMENTS
TO MINUTES OF COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE
MEETING HELD IN COUNCIL CHAMBERS ON 27 OCTOBER 2016

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STATUS REPORT

Community Depot Management Advisory Committee

Including Recommendations made to Council, Action List and Completed items

Recommendations made to Council					
Meeting Date	Item	Title/Description of Item	Resp. Officer	Proposed / Notes / Actions to be taken	Deadline
27/10/2016	N/A	No recommendations made at meeting.	MCD		

ACTION LIST (responses provided regarding other matters)					
Meeting Date	Item	Title/Description of Item	Resp. Officer	Status / Action / Notes or Comment	
27 Oct 2016	8.1	Wood Turners	D. Andrijich	Ms McCandish requests the invoice for the Wood Tuners is addressed to Toodyay Wood Turners, not the Wood Turners Association	
	8.1	Landscaping	D. Andrijich	Ms Andrijich to advise groups of planting restrictions for landscaping in relation to fire specifications	
	8.1	Community Depot signage at front entrance	All	Groups to forward name and layout suggestions for the front entrance sign to Ms Andrijich e.g. Toodyay Community Group, Toodyay Community Network	
	8.1	Community Depot House Rules	All	Groups to forward suggestions for Community Depot house rules to Ms Andrijich to collate and presented at next meeting	
	8.1	Community Depot House Rules	D. Andrijich	'No Smoking' to be included on the Communal Area Rules.	
	8.1	Landscaping	All groups	Groups are to submit landscaping requirements to Seed Orchard for next season, at earliest convenience	



STATUS REPORT

Community Depot Management Advisory Committee

Including Recommendations made to Council, Action List and Completed items

COMPLETED RECOMMENDATIONS (to Council) and ACTIONS completed.					
Meeting Date	Item	Title/Description of Item	Resp. Officer	Status / Action / Notes	RESOLUTION NO.
28/07/2016	5.3	Community Radio	MCD/ MCS	Chair of Committee to come to see Audrey	Completed
28/07/2016	5.3	Leases distributed	MCD	CEO advised that if groups were happy with the leases they need to sign them and return them. If not, then groups are to return them to our office by end of August 2016. Liaise with our Governance Officer.	Completed
28/07/2016	8.1	Clarification re water tank not permitting water to go into the water tank.	MCD	Check filter for the water tank to see whether something is stopping water from entering.	Completed
28/07/2016	8.1	Landscaping plans to be submitted by groups	MCD	The MCD advised at 6.13 pm the Seed Orchard Group had submitted a drawing regarding proposed landscaping. Question was raised as to what landscaping other groups required and what plants groups would prefer to have around their allotted areas (sheds).	Completed <i>*forward to Seed orchard group</i>

DATE: 19 October 2016 **AUTHOR:** Debra Andrijich –
Community
Development
Coordinator

SUBJECT: Community Depot Project – Progress report

Attachment 1. LPP.1 Signage Outside the Central Heritage Area
Attachment 2. Draft entry sign
Attachment 3. Works request form

PURPOSE

To provide an update on the Community Depot Project progress.

SUMMARY OF THE FACTS – Progress for last 3 months

- All sheds constructed, handover to Shire
- Electrical installation of GPO's and Lighting installed / connected
- Electrical sub-meter installed for Wood Turners shed
- Mains water connected to all sheds with a garden tap
- Water sub-meter installed at Seed Orchard site
 - Sensor Light to be installed at Community building

Accessible Toilet;

- Building plans Engineered, Certified and approved. Permit issued
- Existing leach drain decommissioned
 - New 10 metre leach drain to be installed
 - Pump at baffle tank to be installed
- Sand pad constructed
 - Concrete slab to be poured in coming days
 - Construction of building to commence 24 October
 - Plumbing connection to be undertaken once complete
 - Mechanical ventilation & lighting to be installed

Lease agreements;

- Meetings took place with some groups to discuss content
- Revised agreements were finalised and sent out or collected by all committee representatives
- Half the groups have returned signed agreements
 - Once agreements are signed, fees are paid for key bond and pro rata for rent, then shed & gate keys will be issued to groups
 - All shed PA doors are keyed individually however roller doors are keyed to like. Individual groups may choose to install a separate slide bolt / lock to roller doors.

Landscaping Plans;

- One group has submitted their plan
 - All groups to submit a basic plan for Shire records

Driveway & Car park completion;

- To commence early November

Signage Guidelines;

- Groups to submit a plan of proposed signage which complies with the Shire's current signage policy LPP.1. This relates to individual groups that wish to display their Community name on or near their shed. It is anticipated that these signs will be exempt under the signage policy. (attachment 1)

MATTERS FOR FURTHER CONSIDERATION

Front entry sign;

- Draft design & suggested name for discussion (attachment 2)

Communal Area Rules;

- To be developed by group. Some suggestions to get started;

Behaviour;

- Be courteous and respectful to each other
- Share the space
- Keep all areas neat & tidy

Kitchen;

- Clean up after yourself
- Do not leave any dishes on the sink or bench
- Shared items will include the fridge, microwave, kettle, bin and basic crockery & cutlery these are the property of the Shire of Toodyay
- Label any food left in fridge and take responsibility for anything out of date and dispose of it
- Each group can store within the kitchen cupboard area a tub clearly labelled with group name, this can contain tea & coffee etc. If groups do not wish to store this in the kitchen then do so in own storage shed
- Groups to respect others belongings ie: do not access other groups kitchen items

Bathroom;

- Keep in a clean & tidy manner
 - Shire cleaner will undertake weekly cleaning and replenish consumables

Shared area;

- Keep neat, tidy and free of any rubbish
- Share the space

Rubbish Bins;

- Kitchen rubbish to be placed in kitchen bin then transferred to wheelie bin at the completion of each group usage
- All rubbish to be placed in wheelie bins
- Rubbish wheelie bin to be placed out on Railway Road each Sunday afternoon by groups on leaving site
- Recycle wheelie bin to be placed out on Railway Road every second Sunday afternoon
- Both wheelie bins to be brought back to site (outside Community building) by groups on Monday

Meeting room;

- Bookings are essential

Procedures;

- To book Meeting room
 - Contact Shire Office 9574 9300 - Book date & time with Customer Service Officer
- Reporting any damage or repair work required to Shed buildings, communal building or site area (other than groups responsibility)
 - Complete Works request form (attachment 3)
 - Submit to Shire Records Officer

LOCAL PLANNING POLICY

POLICY NO:	LPP.1
POLICY SUBJECT:	Signage Outside the Central Toodyay Heritage Area
ADOPTION DATE:	18 September 2008
LAST REVIEW:	13 May 2010

STATEMENT OF INTENT

Advertising signs are a significant element of the Shire's built environment. The proliferation of inappropriate signage can detract from the visual amenity of the Shire's commercial, residential and rural areas.

This policy provides direction and guidance on signage within the Shire of Toodyay and will provide the basis for determining applications for signage.

This policy relates to signage on private property and is not applicable to signage within thoroughfares (roads, footpaths etc) or within the Central Toodyay Heritage Area.

OBJECTIVES

- To provide a consistent approach to signage within the Shire of Toodyay.
- To provide guidelines which will assist in the regulation and control of signage within the Shire.
- To encourage advertising which complements the natural and urban landscapes and minimises any negative impacts.
- To encourage the orderly location of signs.

DEFINITIONS

Advertisement – has the same meaning as a sign.

Amenity – means all those factors which combine to form the character of an area and include the present and likely future amenity.

Bill – means any material on which words, numbers or figures are written, placed, printed, illustrated or painted.

Fascia – means the cladding or panel erected to enclose or finish the edge of the roof of a building and which may be incorporated as an architectural feature.

Fly posting – means advertising by means of posters placed on fences, walls, trees and like structures.

Freestanding Sign - means a sign that is displayed on an advertising structure that is mounted on the ground on one or more supports.

Hoarding – means a detached or detachable structure other than a pylon sign that is erected for the sole purpose of displaying a sign or signs and includes a poster panel or an illuminated panel; but does not include a hoarding within the meaning of Section 377 of the Local Government (Miscellaneous Provisions) Act 1960.

Monolith Sign - means a sign that is not attached to a building or any other structure and with its largest dimension being vertical. Such signs may consist of a number of modules and is generally uniform in shape from ground level to the top of the sign.

Public Place – includes any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property.

Pylon Signs – means a sign supported by one or more piers and not attached to a building and includes detachable sign frameworks supported by one or more piers to which sign infill's may be added.

Signage or Signs - means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, used for the purposes of advertisement, announcement or direction and includes any hoarding or similar structure used for the display of advertisements. The term includes any airborne device anchored to any land or building, the painting of any building and any vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising.

Temporary Community Service Sign – means a sign to or giving directions to a charitable, cultural, educational, recreational or other public or community function, exhibition, meeting, display, event or activity conducted by a community association other than for commercial gain.

Tower Sign - means a sign affixed to or placed on a tower, chimneystack or open structural mast.

STATUTORY POWERS

This Local Planning Policy is made pursuant to Clause 2.2 of the Shire of Toodyay Local Planning Scheme No 4.

POLICY STATEMENT

1.0 Application of Policy

1.1 This policy applies to all existing and proposed signage or advertising devices on private property located outside the Central Toodyay Heritage Area which can be viewed from any public place, thoroughfare or adjoining property.

- 1.2 Signage in thoroughfares is addressed within the Thoroughfares and Trading in Thoroughfares and Public Places Local Law. Signage within the Central Toodyay Heritage Area is subject to the Local Planning Policy – Central Toodyay Heritage Area.

2.0 Exempt Signs

- 2.1 An exempt sign for the purpose of this policy is:
- a) Any sign which is classified as exempt under the provisions of Local Planning Scheme No 4;
 - b) Any sign which is subject of an existing approval made prior to the date of effect of this policy;
 - c) A sign which cannot be viewed from any thoroughfare or public place or an adjoining property;
 - d) Temporary Community Service Signs which comply with the provisions of this policy; and
 - e) A pre-existing sign which bears the property name and property owners names and that is erected completely on private land that is so named and owned by that named person(s).
- 2.2 Exempt signs do not require the formal planning approval of the Shire of Toodyay but are still required to comply with the provisions of this policy.
- 2.3 Pre-existing approved signs are not required to comply with the provisions of this policy.

3.0 Sign Standards

- 3.1 Signs or advertising devices erected or displayed within the Shire shall:
- a) be securely fixed to any structure which supports it;
 - b) be structurally sound and capable of withstanding any forces to which it would be reasonably subjected to without collapsing, deforming or moving from the position on which it was erected or displayed. The Shire reserves the right to request engineering certification that signs or advertising devices are structurally sound where required;
 - c) be maintained in good order and clean condition;
 - d) be directly associated with the approved use on the property on which it is displayed;
 - e) not contain any offensive material; and
 - f) not be erected or displayed in a position:
 - i. so as to obstruct the passage of, or so as to create a hazard for, vehicles or pedestrians;

- ii. that in the opinion of the Shire adversely affects the local amenity;
- iii. so as to significantly obstruct or impede all or part of a view of a river or other place of feature which in the Shire's opinion, is of significance to the district.

4.0 Sign Design and Information

4.1 Every sign shall be designed to be compatible with the proposed surroundings, including buildings, landscape and other signs.

4.2 Signs, including commercial and industrial signs, shall contain the following information only:

- a) the name of the occupier;
- b) the business carried out on the property;
- c) the occupier's contact details;
- d) hours of operation of the business;
- e) the trademark or logo of the business or products offered for sale on the premise;
- f) a description of the goods sold or offered for sale on the property to which the sign is affixed or which it relates;
- g) a description of the premise to which the sign is affixed to or it relates; or
- h) any other information specific to the business or use undertaken on site

4.3 Signage, including commercial and industrial signs, which does not relate to an approved business or use undertaken on site will not be supported.

4.4 With the exception of commercial and industrial signs, signs or advertising devices shall be a maximum size of:

- a) 1m² for holiday accommodation/tourist related uses;
- b) 1m² for ownership details/property name;
- c) 2m² for rural related uses and extractive industries;
- d) 0.2m² for home occupations;
- e) 0.4m² for home businesses;

unless otherwise approved by Council.

4.5 A maximum of one (1) sign per street frontage will be supported, except where the property has a long street frontage, a second sign can be considered under the following circumstances:

- a) the sign is used to advise traffic that the entrance to the business or use on the property is approaching;
- b) the sign must be positioned a minimum 300m from the entrance to the property;
- c) the sign shall be a maximum size of 0.8m²; and
- d) the information contained on the sign is limited to the name of the business, the logo of the business and directions to the business.

4.6 If a sign is freestanding, it must comply with the following:

- a) the sign shall not exceed a width of 2.4m;
- b) the sign shall not exceed a height above natural ground level of 3m;
- c) the sign shall be permanently fixed to the ground; and
- d) the sign must be positioned in a suitable location so that pedestrian and vehicular movement and visibility is not impaired.

4.6 For the purpose of measurement of a sign, the measurement shall be the horizontal and vertical extremities of any text or inscription, or any coloured or textured background that is part of the sign.

5.0 Commercial and Industrial Signs

NOTE: This section applies to the 'Light Industry' and 'Mixed Business' zones only. All signs within the 'Town Centre' zone are required to comply with the Local Planning Policy – Central Toodyay Heritage Area and signage in all other zones is to comply with section 4.0 of this policy.

5.1 Window Signs

5.1.1 A window sign shall:

- a) only be fixed to or painted on a ground floor window of a building;
- b) not exceed in area, 25% of the area of all windows on the ground floor frontage of the building; and
- c) not exceed 50% of the area of the window on which it is painted or fixed.

5.2 Wall and Fascia Signs

5.2.1 The total aggregate of all wall and/or fascia signs shall not exceed 25% of the area of the wall or fascia on which it is to be placed.

5.2.2 The total number of signs on each wall and/or fascia shall not exceed four (4).

5.2.3 Wall signs shall not extend vertically or horizontally to cover more than 75% of the height or length of the wall or fascia and shall be positioned a minimum of 250mm from the edge of the wall or fascia.

5.2.2 Any wall and/or fascia sign shall not project above the eaves or the ridge of the roof of the building on which it is to be affixed.

5.3 Pylon Signs

5.3.1 Pylon signs will only be supported on a lot with a factory tenement or where a number of businesses are co-located on one lot.

5.3.2 Only one pylon sign will be permitted on each lot.

5.3.3 A pylon sign shall:

- a) not have any part more than 3m above the level of ground immediately below it;
- b) not exceed 4.5m² in area unless approved by Council;
- c) be supported on one or more piers or columns of brick, stone, timber or steel of sufficient size and strength to support the signs under all conditions. The Shire of Toodyay may require engineering certification for the construction of a pylon sign;
- d) not be within 2m of the side boundaries of the lot on which it is erected;
- e) have all of the constituent or infill signs of an equal size;
- f) have only one (1) constituent or infill signs for each business, shop or unit on the lot; and
- g) be positioned so people cannot walk underneath the sign.

5.4 Freestanding signs

5.4.1 A maximum of one (1) freestanding sign per road frontage will be supported and must comply with the following:

- a) the sign shall not exceed a width of 2.4m and a total area of 4m²;
- b) the sign shall not exceed a height above natural ground level of 1.8m;
- c) the sign shall be permanently fixed to the ground; and
- d) the sign must be positioned in a suitable location so that pedestrian and vehicular movement and visibility is not impaired.

- 5.4.2 A freestanding sign will not be supported if the property already has a pylon sign.

6.0 Temporary Community Service Signs

NOTE: The Shire of Toodyay has two events notice boards positioned on main entry points advising of upcoming events. People are encouraged to advertise an upcoming community event within these notice boards. A works request form must be completed and submitted with the Shire of Toodyay for the boards to be updated.

6.1 Temporary Community Service Signs may be erected subject to the following:

- a) no sign shall exceed 2m² in area;
- b) shall be professionally designed and made;
- c) if a Temporary Community Service Sign is freestanding it shall not:
 - i) exceed 1m in height above ground level;
 - ii) have more than two faces; and
 - iii) exceed 2.5m in width.
- d) the information contained on the Temporary Community Service Signs shall refer to the name, date, location of the event and the logos of any sponsors;
- e) the lettering used on Temporary Community Service Signs shall be a minimum height of 300mm.
- f) there shall be no more than seven (7) such signs relating to the same event or function displayed within the district;
- g) the sign or signs can be erected within ten (10) days of the event/function being held and must be removed within seven (7) days of the event/function being held; and
- h) no more than two (2) Temporary Community Service Signs advertising the same event or activity shall be closer together than 500m; and
- i) no more than two (2) Temporary Community Service Signs each advertising different events or functions shall be erected or displayed closer than 2m.

7.0 Bill & Fly Posting

7.1 A person shall not post a bill or paint, stencil, place or affix an advertisement on a building, structure, fence, wall, sign, post or awning.

7.2 No person shall fly post at any place or location within the Shire.

8.0 Hoardings

- 8.1 No person shall erect or display a hoarding at any place or location within the Shire.

9.0 Signage Abutting a Main Roads WA Road

- 9.1 It is the responsibility of the applicant to ensure that all appropriate approvals have been obtained from Main Roads WA prior to the erection of the signage or advertising device on land abutting Main Roads WA roads.
- 9.2 The roads under the control of Main Roads WA in the Shire of Toodyay are Toodyay Road, Northam Toodyay Road and Goomalling Toodyay Road.

Reviewed Council Meeting 21 May 2009
Reviewed Council Meeting 13 May 2010

Land Use and/or Development	Exempted Sign	Maximum Size
	buildings which cannot ordinarily be seen by a person outside of those buildings	
All classes of buildings other than single family dwellings.	One advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof.	0.2m ²
Building Construction Sites (Advertisement sign displayed only for the duration of the construction as follows):	One sign as for (1) above	2m ²
i) Dwellings	One advertisement per street frontage containing details of the project and the contractors undertaking the construction work.	5m ²
ii) Multiple Dwellings, Shops Commercial & Industrial projects.	One sign as for (i) above.	10m ²
iii) Large development or redevelopment projects involving shopping centres, office or other buildings exceeding 3 storeys in height.	One additional sign showing the name of the project builder.	5m ²
Sale of Goods or Livestock	One sign per lot displayed for a period not exceeding 3 months advertising the sale of goods or livestock upon any land or within any building upon which the sign is exhibited provided that the land is not normally used for that purpose.	2m ²
Property Transactions. Advertisement signs displayed for the duration of a period over which property transactions are offered and negotiated as follows:		
a) Dwellings	One sign per street frontage for each property relating to the sale, leasing or impending auction of the property at or upon which the sign is or the signs are displayed.	Each sign shall not exceed an area of 2m ²
b) Multiple dwellings, shops, Commercial & Industrial Properties.	One sign as for (a) above.	Each sign shall not exceed an area of 5m ²
c) Large properties comprised of shopping centres, buildings in excess of four storeys and rural properties in excess of four storeys and rural properties in excess of 5ha.	One sign as for (a) above.	Each sign shall not exceed an area of 10m ²
Display Home Centres: Advertisement signs displayed for the period over which homes are on display for public inspection.	(a) One sign for each dwelling on display (b) In addition to (a) above one sign for each group of dwellings displayed by a single project builder giving details of the project building company and details of the range of dwellings on display	2m ² 5m ²

Toodyay Community Hub



Avon Woodturners

Toodyay Festivals

Toodyay Theatre Group

Toodyay Roadwise Group

Toodyay Farmers Market

Toodyay Friends of the River & Seed Orchard

Toodyay Singers

2J 2Air Live Radio

The objective and purpose of this facility aims to promote community wellbeing through education, arts, culture, leisure, recreation and more specifically facilitate the engagement of volunteers in the community as well as to provide community groups with an area where club facilities can be located, activities undertaken and equipment stored. The Shire of Toodyay identified this need, provided the land and facilitated the construction of sheds.

Community groups, Shire staff and Councillors have been involved in the planning stages for some years. With grant funding from Lotterywest, support and funding from the Shire of Toodyay this project was completed and opened in November 2016 by Shire President David Dow and CEO Stan Scott.

Request for Works or Services

Name: _____ Date: _____

Address: _____

Email: _____

Location of Problem: _____

Description of Problem: _____

Records Officer To Complete

Recorded Incoming: Date: _____

Request Forwarded To: _____ Date: _____

Depot/Building Services To Complete & Return To Records Officer

Work Completed By: _____ Date: _____

Comments: _____

Records Officer To Complete

Job Completed/Record Closed: Date: _____

Recorded In CIB Register: Date: _____

W:\Forms\Request for Works and Services updated

For further comments please turn over.



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