

Permit Fact Sheet

Temporary Signage for Events, Festivals and Community Activities

Alexandrina Council supports the promotion of local events, festivals and community activities throughout the Council area. To assist with promoting these activities, designated locations across the region have been pre-approved for the placement of temporary signage.

These signage structures are intended to support the promotion of events and activities that deliver a clear community benefit within the Alexandrina Council area.

Eligible signage must promote an upcoming event, festival or community activity being held within the Alexandrina Council area, or an event outside the Council area that is formally supported by Alexandrina Council.

An eligible event or activity is one that:

- Is open to and accessible to members of the public;
- Encourages community participation, social inclusion and community wellbeing;
- Provides a demonstrated social, cultural, recreational, educational, environmental or economic benefit to the local community;
- Brings people together and fosters community connection or engagement.

Eligible Events and Activities may include, but are not limited to:

- Community shows and fairs
- Public events held on private land
- Sporting events and competitions
- Community festivals and celebrations
- Cultural and recreational activities
- Charity and fundraising events
- Agricultural and rural community events
- Educational workshops, exhibitions and community information events; and
- Markets or events run by community organisations for the benefit of the local community.

Approval Requirements

Temporary signage must not be erected on Council land without prior approval from Council. Unauthorised signage may be removed, and expiation notices may be issued in accordance with Council By-laws.

Applications for approvals may be made by:

- Submitting a Temporary Signage Permit or include in the Event Permit Application
- Providing a copy of the proposed signage design
- Providing a current Certificate of Currency for public and products liability insurance

All signage content will be assessed on a case-by-case basis and must demonstrate a clear community event or public benefit relevant to the Alexandrina Council area.

Display Periods

Signage approvals will be valid for the period specified on the approved permit.

Permit Identification

Each approved sign will be issued with a Council sticker displaying a unique permit number and expiry date.

The sticker must be affixed to the back of the sign to confirm Council approval and assist compliance officers in identifying permitted signage.

Installation and removal

- The permit holder is responsible for safe installation, ongoing maintenance and timely removal of signage.
- Council may remove any unauthorised, non-compliant or unsafe signage and may recover removal costs from the applicant.
- Council may not approve and/ or require signage to be removed where frames are required for operational needs (e.g. Fire Danger Season or annual Dog Registration period).
- Where signage is removed by Council, the applicant will be notified and provided with collection arrangements.

Structure and Design Sign Specifications

Temporary Signage must meet the following specifications:

- Overall signage size: 1200mm wide x 900mm high
- Material – corflute or aluminium sign is recommended with eyelets
- Each sign should include: 3 fixing points along the top and bottom
- Wording must be clear and concise to ensure readability and minimise driver distraction

Council reserves the right to refuse signage that is cluttered, unclear or visually distracting.

Sign example



Liability and responsibility

The permit holder:

- Is responsible for all costs associated with the design, manufacture, installation, maintenance and removal of signage.
- Must hold public liability insurance of at least \$20 million and provide proof prior to approval
- Is responsible for any injury, damage, or loss caused by the signage.

Prohibited Signage

Temporary signs must not:

- Display personal or private advertisements
- Promotes specific religious or political activities
- Move, flash, be internally illuminated or use reflective material in a way that may distract motorists
- Be used solely for the sale, advertising, solicitation or promotion of commercial products or services for a single profit-making business.
- Have balloons, flags, streamers or other things attached to it

Third party advertising is generally not permitted but may be considered where a clear community benefit can be demonstrated (for example community or charity sponsorship).

Private Land

If you intend to install signage on private land for private or commercial events, please contact the Planning Officer on 8555 7000 to confirm whether development approval is required.

Please contact Alexandrina's Council Permit Officer on 8555 7000 or email permit.officers@alexandrina.sa.gov.au if you have any questions.

Further Information

- [Event Permit Application form](#)
- [Temporary Advertising Signage Permit](#)
- [Council's Website](#)

Please note that no signs are to be placed over, attached to, or in a manner that obscures any existing signage in place.

Site Locations

Please ensure that the Sign Location Number is provided on the permit application form. All pre-approved sites are subject to availability.

Sign Location Number	Road	Location Details	Area
1	Goolwa Road	100m West of Alexandrina Road	Currency Creek
2	Randall Road	Opposite Information Bay 400m west of O'Connell Avenue	Hindmarsh Island
3	Waterport Road	80m east of Lincoln Road (Council Boundary)	Chiton
4	Crows nest Road	300m north of Rosies Road on Crowsnest Road	Port Elliot
5	Victor Harbor Road	approx. 120m east of Sandmine Road behind guard rail	Mount Compass
6	Pages Flat Road	approx. 300m east of Peel Road	Mount Compass
7	Nangkita Road	100m east of Enterprise Road	Nangkita
8	Yundi Road	100m east of Victor Harbor Road	Yundi
9	Bull Creek Road	30m north of Ashbourne Fire Station	Ashbourne
10	Alexandrina Road	20m east of Finniss River Bridge on Alexandrina Road	Finniss
11	Main Road	100m north of Allardice Street	Finniss
12	Alexandrina Drive	Opposite Clayton Bay Fire Station, Alexandrina Drive	Clayton Bay
13	Milang Road	100m south of McInnes Road	Milang
14	Langhorne Creek Road	Front of Potts Reserve	Langhorne Creek
15	Langhorne Creek Road	30m southeast of No.142, Langhorne Creek Road	Strathalbyn
16	Callington Road	approx. 150m west of Fitzpatrick Road	Strathalbyn
17	Paris Creek Road	approx. 500m north of Love Avenue	Strathalbyn
18	Strathalbyn Road	100m south of Waterman Road	Strathalbyn
19	Long Valley Road	approx. 300m north of Burnside Road on Long Valley Road	Strathalbyn