



Westland District Council  
36 Weld Street  
Private Bag 704  
HOKITIKA  
☎ 03 756 9010

Email: [planning@westlanddc.govt.nz](mailto:planning@westlanddc.govt.nz)

# Resource Consent Application Form and Assessment of Environmental Effects (Land Use - Signs)

All actual and reasonable costs incurred by the Council will be charged to the applicant at the conclusion of the appeal period of the Council decision. A full record will be kept of all expenses incurred in processing applications.

Please note, further information can be given on additional pages if need be.

Applications for resource consents are public documents and information within this application may be supplied to members of the public.

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## OFFICE USE ONLY

Date Received: \_\_\_\_\_  
Fees Paid: \_\_\_\_\_  
Receipt No: \_\_\_\_\_  
Valuation No: \_\_\_\_\_

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# Resource Consent Application Form (under the Resource Management Act 1991)

Full name/s of applicant/s .....

.....

*[Note: An application can be made in the name of an individual/ couple/partnership/business, etc.]*

Applicant's Postal Address: ..... Applicant's ☎: .....

..... Applicant's Email .....

Agent's Postal Address: ..... Agent's ☎: .....

..... Agent's Email: .....

Please send all correspondence to: Agent ☐ Applicant ☐ or both ☐

Property owner's name: (if not the applicant) ..... Property owner's ☎: .....

..... Email: .....

Location of activity and/or property address: Map Reference (if relevant)

..... NZMS 260: .....  
e.g. (1:50.000)

..... CT No.: .....

Legal description of site: .....

.....

*(From rates notice, valuation notice or Certificate of Title.)*

What zone is the site? *(tick one box)*

Rural	<input type="checkbox"/>	Residential	<input type="checkbox"/>	Small Settlement	<input type="checkbox"/>
Tourist	<input type="checkbox"/>	Coastal Settlement	<input type="checkbox"/>	Residential Mixed	<input type="checkbox"/>
Commercial Core	<input type="checkbox"/>	Industrial/Commercial	<input type="checkbox"/>	Coastal Erosion	<input type="checkbox"/>
Waiho River General Flood Hazard Area			<input type="checkbox"/>		

*[If unsure of zoning, then check with Council staff or the Westland District Plan]*

**NATURE OF CONSENT(S) BEING APPLIED FOR (*TICK BOX*):**

**Land Use:**     ☐

**Term of consent sought:**

☐ indefinite

☐ years ..... (*please specify*)

**SUPPORTING INFORMATION – A CHECKLIST**

You need to supply the following information to support your application (*tick relevant boxes*):

✓

- ☐ Resource consent application form
- ☐ Size and design of advertising signs
- ☐ Assessment of Policies 4.4 and 4.6 and 4.8
- ☐ Attach a completed Assessment of Environmental Effects
- ☐ Attach a copy of current Certificate of Title for the site (would you like Council to source the Certificate of Title (or Titles) on your behalf at your cost (\$15) ☐
- ☐ Assess the District Plan requirements
- ☐ Supply an aerial photograph showing site and location of sign with distance to boundaries
- ☐ Attach technical plans (site plan/sign dimensions, proposed wording and font size)
- ☐ Attach any affected party approval forms
- ☐ Deposit paid (this can be by cheque, Eftpos or cash at the Council or by bank transfer to 03-0850-0110046-00 reference 2400 085 and applicant surname)

**Or**

- ☐ Council to invoice application fee (application may be put on hold until fee paid is)

I hereby certify that, to the best of my knowledge and belief, the information given in this application and the accompanying Assessment of Environmental Effects is true and correct. I undertake to pay all actual and reasonable application costs incurred by the Westland District Council.

I understand that this application is a public document and may be provided to the public.

Signature of applicant: ..... Date: .....

(or person authorised to sign on behalf of applicant)

Name:(in BLOCK CAPITALS) .....



# Land Use Activities

## Assessment of Environmental Effects

*Please note: Your proposed activity could have a range of effects (both positive and negative) on the environment. Completing this form will help you to identify the effects. Please consider Part 2 of the RMA 1991 when filling out this assessment.*

*'Effects on the environment' means: any effects on the surrounding area and includes possible effects on people, plants and animals.*

Is the sign in a separate location to the business or activity that it relates to?

.....  
Why has this location been chosen as opposed to the location of the business or activity which the sign relates to?  
.....  
.....

Please describe the site. (e.g. topography visibility, existing structures etc)

.....  
.....

What are the surrounding land uses (e.g., housing, farmland, etc):

.....  
.....  
.....

Is the sign visible from other properties? Yes / No

If so what is the address of the property?

.....

## EFFECTS ON THE ENVIRONMENT (POSITIVE OR NEGATIVE)

Will your proposed activity have any social or economic effects on people, including yourself as applicant: (e.g., employment)?

Yes ☐ No ☐

What social or economic effects will occur?

.....

.....

Will your proposed activity have any effect on the surrounding landscape or the visual amenity (views)?

Yes ☐ No ☐

What effects on landscape or visual amenity will occur? (Part 4.8 of the District Plan should be used to determine if the landscape is of significance).

.....

.....

Will there be any property shading of neighbours?

Yes ☐ No ☐

Please explain the effects of shading on the neighbours.

.....

.....

Will there be any lighting effects or glare created off site?

Yes ☐ No ☐

If the sign is to be lit please explain how and what effects it may have on neighbouring properties or road users.

.....

.....

Will your proposal have any impact on indigenous vegetation or habitat (e.g., forest, wetland)?

Yes ☐ No ☐

If indigenous vegetation is to be cleared please specify how much and refer to rule 5.6.2.2 (C)

.....

.....

Will your proposed activity have any impact on any known historic or cultural/spiritual values in the area?

Yes ☐ No ☐

If there will be an impact on known historic or cultural/spiritual values please explain.

.....  
.....

Please describe what steps you propose to reduce or avoid any adverse effects on the environment you have identified:

.....  
.....  
.....  
.....

## WESTLAND DISTRICT PLAN PROVISIONS

If relevant does your sign meet requirements for signs in Hokitika Commercial Core and Industrial/Commercial Zones and Tourist Zone (see appendix F)?

Yes ☐ No ☐ Not Applicable ☐

If you answered no please explain how your sign does not meet these requirements.

.....  
.....

Does your sign adhere to the minimum lettering height requirements (see appendix F(2))?

Yes ☐ No ☐

If you answered no please provide the minimum lettering height on your sign in millimetres.

.....mm

Does your sign adhere to word symbol and/or character requirements (see appendix F(3))?

Yes ☐ No ☐

If you answered no please provide the amount of word symbols and characters your sign contains.

..... words ..... symbols ..... characters

Does your sign meet requirements for visibility to signs and distance between signs (see appendix F(1))?

Yes ☐ No ☐

..... m visibility to signs      .....m distance between signs

This image shows a full page of white paper with horizontal dashed lines, typical of primary school writing paper. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



## SCALE OF EFFECTS

Looking at all of the effects you have identified as a whole, what scale of effects will occur? (*tick one box*)

- ☐ Within the site only
- ☐ Restricted to the surrounding neighbours
- ☐ Affecting the whole settlement or town

Any comments about the overall nature of the effects?

.....

.....

.....

.....

## CONSULTATION

You may have consulted other people or agencies about your proposal (eg DOC, Landowners, NZTA).

Please outline what consultation steps you have taken (if any):

.....

.....

.....

What was the response?

.....

.....

## AFFECTED PARTIES

You will need to consider which people or agencies might be affected by your proposal. (*Consider the following as a guide and tick boxes below*):

- ☐ Neighbours (list details below)
- ☐ Local community
- ☐ New Zealand Transport Agency

.....

*[Also note that the Council rules on who is an affected party. You can seek the written approval of affected parties - please use the Council's Affected Party Approval form.]*

## Relevant Sign Related Information from Westland District Plan

While your assessments should not be limited to the below information please ensure that your application addresses the relevant information below.

### Definition

#### **Sign means:**

- (a) Any name, figure, character, outline, display, delineation, announcement, design, logo, mural or other artwork, poster, handbill, banner, captive balloon, flag, flashing sign, flatboard, freestanding sign, illuminated sign, moving sign, roof sign, sandwich board, stream, hoarding or any other thing which is:-
  - (1) Intended to attract attention; and
  - (2) Visible from a road or any public place; and
- (b) All material and components comprising the sign, its frame, background, structure, any support and any means by which the sign is attached to any other thing.
- (c) A double sided sign containing the same message on both sides is counted as one sign.

## **4.4 AMENITY**

### **Policies**

- A.** The effects of activities which can have significant adverse effects on amenities and the well being of residents shall generally be avoided, remedied or mitigated.
- B.** Noxious, offensive, and/or dangerous activities shall be segregated where there is potential to generate adverse effects on the environment.
- C.** The development and use of energy efficient design and technology should be encouraged within working, living and leisure environments.
- D.** The safe handling, management and disposal of hazardous substances in a manner which protects community well-being, road safety, and soil and water resources shall be encouraged.
- E.** The effects of activities which can be seen as adversely affecting the overall environmental amenity of the District shall be avoided.
- F.** To ensure that signs are appropriate to the character of the area and do not detract from the amenity values of that environment.
- G.** To avoid a proliferation of signs which have the potential to result in cumulative adverse effects on amenity values.

Refer to Objectives: 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, 3.11, 3.12.

**Methods**

- a.** Industrial zones will be included in the Plan to provide for types of industrial activities which should be segregated because of noxious or otherwise objectionable elements.
- b.** Rules and standards have been developed to avoid any adverse effects of noxious, offensive or dangerous activities.
- c.** The Council will provide information where available on how to design buildings to take advantage of solar energy.
- d.** Regional Council initiatives to co-ordinate the establishment of a regional hazardous waste disposal facility shall be encouraged and supported.
- e.** General rules have been developed to ensure the safe handling, management and disposal of hazardous substances.
- f.** Rules have been developed to ensure that signs generally do not detract from the amenity of the area.

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## Explanation/Reasons

The Plan takes a permissive approach to providing opportunities for a range of activities to locate within settlements, thus allowing flexibility and choice to residents, potential investors and business. A wide range of activities is also permitted within rural areas, compatible with traditional rural amenities. However it is important that in taking this approach the amenities of residents and workers are protected. It is acknowledged however, that in some cases this may not be practicable, for example new electricity transmission lines may adversely affect amenities but overall may be desirable to enable the community to provide for their social and economic well-being.

In some instances it may be necessary to segregate activities from neighbouring land uses or to require buffers or other means of mitigation of adverse effects. Segregation allows activities with potentially adverse effects to establish in a specified area with minimum inconvenience. The policies allow activities with potentially noxious elements to still remain viable given an appropriate location and appropriate neighbouring activities. The types of adverse effects where control or segregation may be necessary include noise, smell, fumes, vibration or the need to operate 24 hours a day.

Amenity of residents can also be improved through design measures. For example the orientation of living spaces to maximise sunlight and outlook. Amenity provisions may also improve the energy efficiency of buildings. Design improvements can significantly reduce energy requirements as well as having a beneficial effect on the rate of in particular, finite energy resource use. While these are encouraged, rules are costly to administer and it is considered that most designers are responsible in considering amenity.

Poor storage and handling of hazardous substances poses a significant threat to amenities and to the general environment. Hazardous substances include oils, fuels, paint stripper and discarded batteries, to name a few. The management of hazardous substances is largely controlled by specific industry guidelines and Codes of Practice, and the District Plan aims to ensure that these rules are adhered to and integrated into general resource management practice.

The West Coast Regional Council also has responsibilities under the Act with regard to hazardous substances. It is to develop a facility to provide for storage, treatment, collection and disposal of hazardous substances. Co-ordination and co-operation with the Regional Council is therefore essential to achieving integrated management of hazardous substances on the West Coast. A regional facility is favoured because the quantities of hazardous waste generated individually by each of the three West Coast districts is relatively small. It is most likely that a regional facility will be established as part of a centrally based solid waste landfill at Greymouth.

On a lesser scale, a number of activities individually have minor effects but cumulatively may adversely impact on the amenities of the District. In order to preserve and enhance the amenities of the District, controls are required to avoid, remedy or mitigate such effects where practicable.

Signs may potentially detract from amenity values, particularly visual amenity. The degree of effect will depend on the sensitivity of the receiving environment and the nature of the sign itself. Controls on signage are more restrictive (in terms of size, number, height, placement etc.) in more sensitive receiving environments, including residential and rural areas. Remote signs i.e. signs not relating to onsite activities are not permitted throughout the District, other than regulatory signs, traffic signs, signs identifying public facilities e.g. toilets and motorist information signs erected by a public body. This is necessary to avoid visual clutter associated with excessive and unnecessary signage and to protect traffic safety. The Council recognizes that there is a demand for advance signs on the state highway identifying upcoming tourist and other business activities. Such motorist information signs are already provided for by Transit New Zealand, in the form of internationally recognized motorist service signs (white and blue) and tourist attraction signs (brown and white).

#### **Anticipated Environmental Outcomes**

Implementation of the above policies and parent objectives is expected to achieve the following outcomes.

- I Maintenance and enhancement of the quality of the living, working and leisure environment.
- II Increased awareness of safe management practices relating to hazardous wastes and a reduction in the number of accidents and spills involving hazardous substances.
- III Establishment of a regional hazardous waste disposal and storage facility.



## 4.6 INFRASTRUCTURE AND SERVICING

### **Policies**

- A.** *The efficient provision and development of all future services and infrastructure within the District shall be encouraged.*
- B.** *The roading hierarchy shall be used as a factor in determining the acceptability of activities (including subdivision) which affect traffic flows or the road resource; and the standards of access required.*
- C.** *The formation, construction and maintenance of any transport, communications or other service facilities should be carried out in a manner which maintains environmental quality.*
- D.** *Requirements for infrastructure and services will be on a user pays basis, where such users can be identified.*
- E.** *Reduction in the quantities of waste produced in Westland and energy efficiency shall be encouraged in conjunction with the Regional Council, individual communities and landowners.*
- F.** *The efficient provision of refuse disposal facilities will be encouraged.*
- G.** *To ensure that signs do not adversely affect traffic safety by confusing, distracting, or obstructing the views of motorists or pedestrians, or by obstructing roads or footpaths, particularly in proximity to intersections.*
- H.** *To avoid a proliferation of signs which have the potential to result in cumulative adverse effects on traffic safety.*

Refer to Objectives: 3.2, 3.3, 3.4, 3.5.

## Methods

- a. All existing service and infrastructure facilities shall be recognised as permitted activities.
- b. All dwellings shall be required to be serviced with a potable water supply and sewage disposal facilities which do not give rise to adverse effects.
- c. A roading hierarchy shall be established in conjunction with Transit NZ which recognises the importance of the transport network in maintaining the welfare and viability of communities and will help determine the appropriateness of land use activities and standards of access.
- d. Rules and standards have been developed for signs and other activities which could adversely affect the safety and efficiency of roads.
- e. Applications for resource consent in relation to land adjacent to a state highway which are of interest to Transit New Zealand shall be referred to Transit New Zealand for comment in particular in relation to their "Highway Planning under the Resource Management Act 1991" document.
- f. The Council will review its own waste management policies and landfill operation to emphasise waste reduction, refuse and recycling and will support community initiatives to reduce, reuse and recycle waste, cleaner production technologies off-street.
- g. Financial contributions shall be taken from subdivision and other activities where they are required and improve existing services and infrastructure, including recreational facilities.
- h. Provision of new and upgraded recreational facilities will be a shared cost between developers, ratepayers, and the local community.
- i. Land use activities shall be required to make sufficient provision for parking, manoeuvring and loading.



## **Explanation/Reasons**

Existing servicing and infrastructure facilities represent a significant physical resource which should be recognised. Examples include roads, sewerage, electricity supply facilities, airports, water pipes and communication cables.

Infrastructure and services make a significant contribution to the health and safety of individuals and the whole community. Services are continually being upgraded and maintained. Provided maintenance activities do not result in adverse effects they shall be permitted in recognition of the need to maintain the resource to an appropriate standard. Activities which could adversely affect infrastructure and service resources will be controlled to protect the value of the resource.

The access section contains rules designed to protect the safe and efficient functioning of the state highways in particular, as well as other roads in the District. This recognises the roading hierarchy. For access to state highways a "trigger level" is used to require that varying levels of control are applied to accesses depending upon their level of generation and the volumes of traffic on the state highway or section of state highway they have access to.

The cost of replacing infrastructure resources, is significant. For example one kilometre of highway is estimated to cost one million dollars. Therefore any extension of services must be in a way which represents the most efficient and effective use of available resources. Waste disposal facilities are also expensive to replace. Waste disposal sites, both for solid waste and effluent need to be managed and sited so as to avoid adverse environmental effects. The demand for solid waste disposal can be reduced through waste minimisation.

The policies in this section make allowance for new infrastructure and service developments in urban settlements. They assume that when providing services both the Council and other organisations are treated equally in terms of meeting "bottom-line" environmental standards.

Signs have the potential to distract drivers and obscure visibility thereby impacting on the safe and efficient functioning of the road network. Examples of potentially confusing and distracting signs are flashing signs, moving signs, and red, green or amber colours close to controlled intersections, signs that have inadequate lettering size and poor legibility and the visual clutter of signs. The District Plan particularly seeks to minimize driver distraction on the state highway which carries high volumes of traffic at high speeds. In this environment the Plan controls not only the amount of signage, but also the location and design of signage.

## **Anticipated Environmental Outcomes**

Implementation of the above policies and parent objectives are expected to achieve the following outcomes:

- I Protection of public health and amenities and increasing awareness of waste management issues.
- II Services and infrastructure facilities sited, constructed and maintained in an unobtrusive, and inoffensive manner, minimising landscape and visual impacts.
- III Development concentrated in areas where services can be provided most efficiently and with least environmental cost.
- IV A reduction in the volumes of waste entering the District's landfills.

## 4.8 LANDSCAPE

### **Policies**

- A.** The continuity of the mountains to sea landscape in Westland particularly in the south of the District and significant landscape elements shall be protected by ensuring development takes into account the landscape setting.
- B.** The contribution of indigenous vegetation to the landscape character of the district shall be recognised and its clearance controlled.
- C.** Council will protect significant landscape areas, including natural features, in the District. All significant landscape areas shall meet the following criteria:

1. Intactness (naturalness)

The landscape is natural, open and spacious and is largely unmodified by human activity or development (relative to other landscapes).

AND

2. Scientific or other Cultural value

The area is a type, locality or other scientific reference area, is listed as a geopreservation site or has distinctive amenity value (e.g. it contributes to a distinctive and outstanding landscape of the district or has other significant historic or cultural value or is of an international importance).

AND

3. Distinctiveness

The area has one or more of the following:

- outstanding size, shape, diversity or pattern of natural features or landforms.
- outstanding area of predominantly indigenous vegetation.
- outstanding or popular accessible viewpoints/key views.

OR

Representativeness

Area has one of the best examples of distinctiveness outlined above.

In addition, the following criteria will also be used to assess the overall significance of all areas:-

**Protected Status**

*The area has been set aside by NZ statute or covenant for protection and preservation or is a recognised wilderness area.*

**Buffering**

*The area is well protected from other human based modifying influences.*

**Visual Sensitivity**

*The area is high in visual sensitivity to change.*

**Visual Coherence**

*The area is high in visual coherence (pleasantness).*

- D.** *To maintain and enhance significant indigenous vegetation on water margins.*
- E.** *To control the destruction and removal of significant indigenous vegetation on water margins.*

Refer to Objectives: 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10, 3.11, 3.12.

**Methods**

- a.** Subdivision design in the rural areas shall be in sympathy with significant natural landscape features. Building platforms may be delineated to ensure such features are not obscured or compromised.
- b.** Decisions on Resource Consent applications will recognise and provide protection of:
  - outstanding natural features or land forms.
  - significant indigenous vegetation.
  - outstanding or popular view points/key views.
- c.** Minimum site areas for subdivision in the rural area have been set in order to retain the predominantly open rural character of the District.
- d.** Part III of the Forests Act 1949, promotes sustainable forest management and provides some controls on vegetation clearance. However, large areas are exempt from the Act's provisions because these are managed under other legislation. Rules in the Plan managing indigenous vegetation clearance will reduce adverse effects on indigenous fauna and habitat,



landscape character, amenity and intrinsic value and soil and water quality. Landowners are encouraged to manage indigenous vegetation in accordance with registered Sustainable Forest Management Plans or Permits.

- e. Some 85% of the District's land area is managed under a conservation mandate, with tight controls over development with potential to impact on visual and landscape values and/or natural features. This provides an added level of environmental protection of this land.

### **Explanation/Reasons**

The Act states that the protection of outstanding natural features and landscapes from the effects of inappropriate subdivision, use and development is a matter of national importance.

The continuity of the mountains to sea landscape and individual elements of it, for example the glaciers and lakes has particular value in Westland to residents and as a tourist asset. However the policies recognise that not only individual elements of the landscape require specific attention but that the landscape as a whole has considerable worth.

Different parts of the landscape exhibit differing degrees of vulnerability to change and to the effects of activities. The policies recognise that in general the north of the District is more developed compared to the south in terms of settlements, density of development, farming activity and modification of natural areas. This pattern of land use is a direct result of the higher level of private ownership of land in the north of Westland. Although South Westland has a greater vulnerability to even small scale change, it is more likely that change will occur in North Westland which could have significant cumulative effects. Protection of important landscape and natural features over the vast majority of the District is essentially assured by virtue of the fact that some 85% of the land area is managed under a conservation mandate by the Department of Conservation.

## 8.2 **SIGNS**

Signs may be illuminated but may not be flashing, revolving or retro-reflective.

Signs shall have neat and uncluttered lettering.

Signs must relate to a facility or activity in the District. Signs shall be erected on the property to which they relate except for any sign advertising forthcoming sporting, religious or cultural events (including general or local body elections) provided that the sign shall be displayed for not more than 3 months before and shall be removed within 10 days after the event.

Signs shall be sited so that they do not restrict visibility to and from intersections and property accesses.

Signs shall not conflict with the colour combinations or shape of traffic control signs.

Signs and support structures shall be well maintained.

## APPENDIX F: SIGNS IN HOKITIKA COMMERCIAL CORE AND INDUSTRIAL/COMMERCIAL ZONES AND TOURIST ZONE AND RURAL ZONE

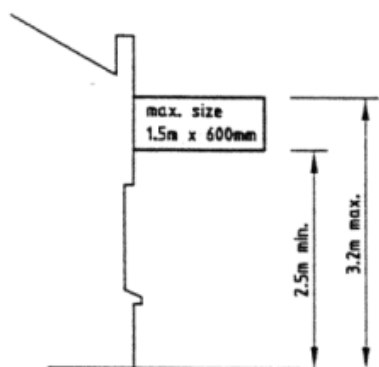
### Signs in Hokitika Commercial Core and Industrial/Commercial Zones and Tourist Zone

The following signs shall be permitted:

- i. Signs attached to, or on, any building or its walls, or a verandah, provided that no part of the sign protrudes above the line of the eaves or parapet of the building.
- ii. Freestanding signs (i.e. signs not attached to or on a building) not exceeding 3 m<sup>2</sup> in area and 6 m in height.

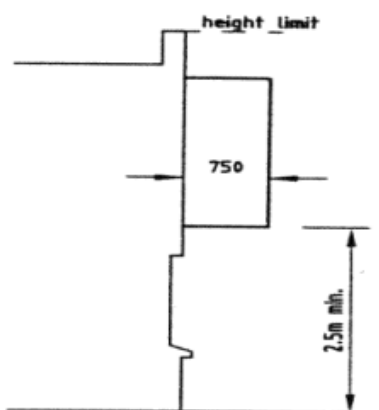
Provided that:

- iii. Where there is no verandah all signs must:
  - Be at right angles to the street or against the face of the building.
  - Be at least 2.5 m above kerb level.



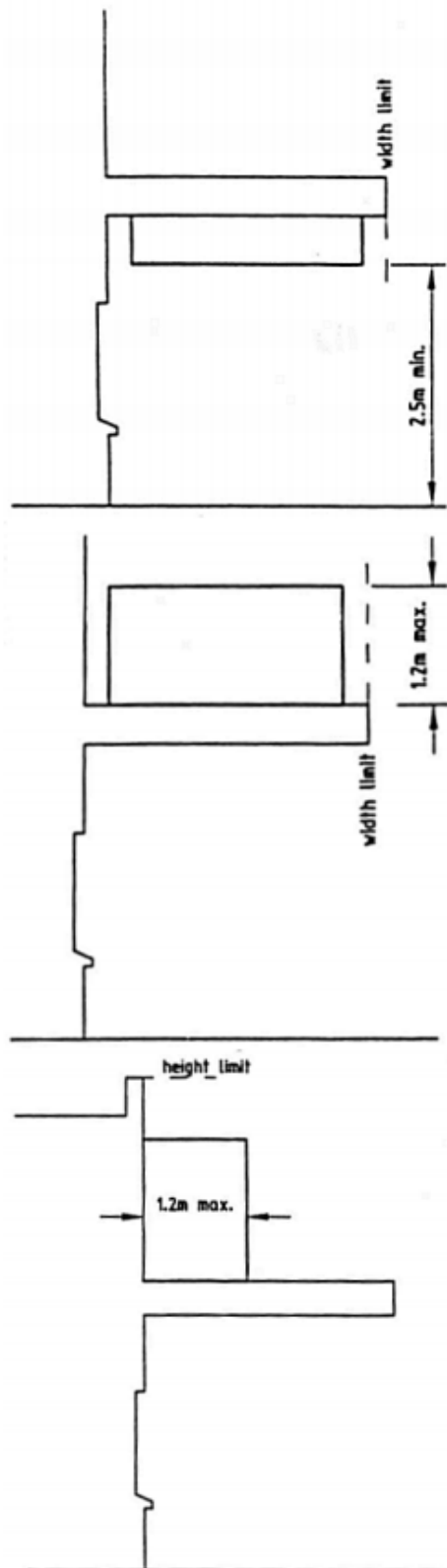
Or, in the case of a horizontal sign, (either square or wider than they are tall):

- Be no more than 600 mm deep.
- Project no more than 1.5 m from the building.
- Be no higher than 3.2 m above kerb level.



Or, in the case of a vertical sign, (taller than they are wide):

- Be no wider than 750 mm.
- Be no higher than the building.



iv.

Where there is a verandah all signs must:

- Not project beyond the face of the verandah.
- Not swing.
- Be at least 2.5 m above kerb level if they project over the footpath.

v.

Where the signs are above a verandah all signs must:

- Be at right angles to the street or against the face of the building.
- Not project beyond the face of the verandah.

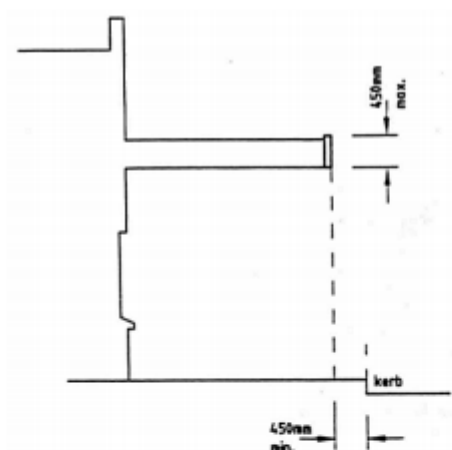
Or in the case of a horizontal sign (either square or wider than they are tall)

- Be no higher than 1.2 m above the verandah.

Or in the case of a vertical sign (taller than they are wide)

- Project no more than 1.2 m from the building.
- Be no higher than the building.





vi.

### Fascia Signs

Signs on the fascia of a verandah must:

- Be no deeper than 450 mm.
- Be at least 450 mm back from the line of the kerb.

viii.

Sandwich board signs placed on the footpaths must:

- Be located directly in front of the property to which they relate.
- Not obstruct the pedestrian flow.
- Be no larger than 600 mm wide by 900 mm high.
- Be confined to normal business hours and be removed when the business is closed.

### Rural Zone

In the Rural Zone, any sign which is erected adjoining a state highway and is permitted by the Plan shall:-

1. Conform to the following minimum visibility and distance requirements:

#### Minimum Visibility to Signs

Regulatory Speed Limit (km/h)	Visibility (metres)
50	80
70	180
80	180
100	180

### Minimum Distance Between Signs

Regulatory Speed Limit (km/h)	Distance (metres)
50	50
70	100
80	150
100	200

2. Have a minimum lettering height of 160mm.
3. Have a maximum of 6 words or symbols and 40 characters.
4. No glare from any illuminated sign shall be directed towards the road reserve.