

Public amenities and community facilities signs

Signs associated with public amenities and community facilities are typically yellow finger boards, directing visitors to the site along side roads.

Signs should not be used where the amenity or facility:

- is adjacent to or abuts a major road and signs should be limited to the property itself in line with the local authority's advertising sign guidelines
- abuts a street that runs directly off a major road unless uncertainty exists concerning the exact location of the amenity or facility, for instance at a crossroad intersection with the same street name in both directions.

NZTA approves public amenities and community facilities signs on rural state highways. Signs in urban areas and other rural roads are approved by local authorities.

Public amenities and community facilities signs are not used on motorways and expressways because the signs on these roads are usually limited to the signing of major routes and towns. Motorways and expressways usually provide access to other main roads where the facility may be signed or referenced in promotional material.

Further information about public amenities and community facilities signs, and the full criteria, can be found in the *Traffic control devices manual part 2: direction, service and general guide signs, section 8.4: public amenities and community facilities signs.*

www.nzta.govt.nz/resources/traffic-control-devices-manual

Completed application form

Please email your completed application form to info@nzta.govt.nz

Or post it to:

NZ Transport Agency Waka Kotahi
Private Bag 6995
Wellington
New Zealand

If you have further queries, call our contact centre on **0800 699 000**.

This document is available on the NZTA website at www.nzta.govt.nz

Disclaimer

NZTA has endeavoured to ensure material in this document is technically accurate and reflects legal requirements. However, the document does not override governing legislation. NZTA does not accept liability for any consequences arising from the use of this document. If the user is unsure whether the material is correct, they should refer directly to the relevant legislation and contact NZTA.

October 2024 (24-EX-094)

Public amenities and community facilities signs on state highways



This brochure should be read in conjunction with our *Traffic control devices manual part 2: direction, service and general guide signs, section 8.4: public amenities and community facilities signs.*

Use the form inside this brochure to apply for permission to install a sign.

Application form

Name	<input type="text"/>
Address	<input type="text"/>
Phone	<input type="text"/>
Email	<input type="text"/>
Name of facility	<input type="text"/>
Address of facility	<input type="text"/>
Web address	<input type="text"/>
Wording on sign	<input type="text"/>

In order to qualify for public amenities and community facilities signs, the facility should meet these criteria:

Tick if applicable

- 1 Have all relevant government and council licences and approvals to operate.
- 2 Is appropriately signed within the property line including clear indication about parking, so that it's easily identifiable to passing road users.
- 3 Does not and cannot have advertising signage visible from the state highway.

Examples of facilities that may be signed are:

- animal sale yards
- art centres
- cemeteries
- childcare centres and kindergartens
- churches and religious institutions
- civic centres and municipal offices
- civil defence centres
- fishing pools
- golf courses
- hospitals, medical centres, accident and emergency clinics
- libraries
- marae
- marinas
- police stations
- prisons
- racecourses
- refuse transfer stations and tips
- schools
- showgrounds
- ski areas
- sports fields
- swimming pools
- transport hubs such as airports, railway stations, bus terminals and ferry berths
- town halls
- veterinary clinics
- walking and cycling tracks
- wharfs

Please include the following with your application

- Government and council licences.
- Photographs and/or maps of existing and proposed signs.
- Any promotional material.

General conditions

- An approval is valid for 5 years.
- Signs will be installed at NZTA-approved locations and will comply with the *Traffic control devices manual* part 2: Direction, service and general guide signs, section 8.4: public amenities and community facilities signs.
- The applicant will pay all costs of manufacture, installation and replacement of the signs if requested by NZTA.
- The applicant must not alter the approved signs.
- The signs may be removed by NZTA if the facility ceases to operate, or is closed for more than eight weeks.
- If the section of road where the sign is located is bypassed or upgraded to either motorway or expressway then NZTA reserves the right to remove the signs at this time.

I agree to the general conditions listed above

Signature of applicant

Date

<input type="text"/>
<input type="text"/>