Neighbourhood Safer Places - Bushfire Place of Last Resort

Signage Manual

Controlled Copy
Version 4.0
October 2015

Working in conjunction with Communities, Government, Agencies and Business.
### Document Control

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<th>Version No.</th>
<th>Date</th>
<th>Author</th>
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<tr>
<td>V1.0</td>
<td>20/3/2015</td>
<td>John Mealia</td>
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<td>John Mealia</td>
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Introduction

1.1 Purpose of Manual

This manual outlines the signage requirements for a Neighbourhood Safer Place - Place of Last Resort.

Important Note:

The term Neighbourhood Safer Place - Place of Last Resort will now be referred to as a Bushfire Place of Last Resort for the purpose of this manual and signage.

1.2 Application

This manual applies to all Victorian Bushfire Places of Last Resort. This manual does not apply to Community Fire Refuges. The signage manual for Community Fire Refuges can be found on EMV website at www.emv.vic.gov.au.

1.3 Date of Effect

This manual shall have effect on and from the date this version of the manual is approved by Emergency Management Victoria. It shall remain in force until otherwise determined by Emergency Management Victoria.

1.4 Authority

Under section 50H of the Country Fire Authority Act 1958, municipal councils are required to:

(1) Ensure that appropriate signs are provided at each designated neighbourhood safer place in its municipal district; and in meeting that obligation;

(2) Have regard for signage guidelines published from time to time on the Internet site of Emergency Management Victoria (EMV)

This manual has been prepared and approved by Emergency Management Victoria. The signage in this manual may be used for the operation of a Bushfire Place of Last Resort (formerly Neighbourhood Safer Place - Place of Last Resort) only.

It is the responsibility of the Municipal Fire Management Planning Committee or Emergency Management Planning Committee to ensure symbol site signage as a minimum is erected at each designated Bushfire Place of Last Resort and determine if road and parking signage is required based on a recommendation from CFA, Vic Police, council or the community.
Compliance Standards

2.1 Signage Implementation

AS 1319-1994 - Safety signs for the occupational environment

2.2 Road Signage Standards

Proposed tourist or service signage requirements are necessary to conform strictly to the following standards:

- Aspect, reference, colour type, size and legend AS 1743 & AS 1744
- AS 1742-6

Guiding Principles

3.1 Guiding Principles

Determining the location of site, road and parking signs must be carefully considered to ensure the most suitable locations are identified and the roads and access points offer the minimum risk of persons travelling to the Bushfire Place of Last Resort by car or on foot. To assist with the locations of signs, the following guiding principles are provided:

1. Bushfire Places of Last Resort are primarily intended for local residents located in close proximity and with easy access to the site, i.e. neighbourhoods, hamlets, etc.,
2. Road signage for Bushfire Places of Last Resort is not the primary means of identifying their location. The role of the road signage is to reassure road users they are travelling on the correct route to the location that has been pre-identified through other awareness and educational material and programs. This material should include when it is appropriate to use a Bushfire Place of Last Resort.
3. Identification of signage locations on roads must be determined by either the Municipal Fire or Emergency Management Planning Committees (MFMPC and MEMPC), including advice from local CFA members and council officers. In the case of State managed roads, Vic Roads must be involved. Consideration should also be given to consulting with the local community.
4. In determining the location of road signs within the vicinity of tourist destinations, consideration should be given to known tourist routes to ensure the most appropriate and visible location is identified.
5. Once roads have been identified and signs erected, consideration should be given to including the roads within Municipal Fire Management Plans as priority roads for fire prevention and fuel management works.
6. Consideration should also be given to the need of undertaking dangerous tree assessments and vegetation modification works along wooded roads and access points, and

7. In determining the location of parking signs, consideration should be given to the access requirements of fire fighting appliances such as: height and width, slope, traffic-ability and flammability of ground conditions and access through gates and bollards.

8. In determining the location of symbol site signs, consideration should be given to the extent of the bushfire place of last resort and typical access points to the site. Particularly relevant where site is an open space such as a recreation reserve or an oval. Site specifics may require multiple symbol site signs as appropriate in this instance.
Two sign types are applicable:

- Sign A to be placed at opposite the entrance to the Bushfire Place of Last Resort
- Sign B is to be used at the intersections where a turn is required from a Declared Road where the intersection is within close proximity (i.e. up to 2 km) of the Bushfire Place of Last Resort in urban areas and at the most appropriate distance (i.e. up to 5km) in rural areas.

Additional temporary road signs may be required in some circumstances (e.g. high fire risk days) and this signage may vary depending on the situation. These signs may include electronic or multiframe signs.
<table>
<thead>
<tr>
<th>Signage Code</th>
<th>Description</th>
<th>Direction</th>
</tr>
</thead>
<tbody>
<tr>
<td>L1TA-L</td>
<td>Directional Road Sign</td>
<td>Left</td>
</tr>
<tr>
<td>L1TA-R</td>
<td>Directional Road Sign</td>
<td>Right</td>
</tr>
<tr>
<td>L1TB-L-#</td>
<td>Directional Road Sign</td>
<td>Left</td>
</tr>
<tr>
<td>L1TB-R-#</td>
<td>Directional Road Sign</td>
<td>Right</td>
</tr>
</tbody>
</table>

*# identifies the distance marker in metres.*

*Table 3.1 Signage Identification code*
4.2 Level 2 – Location Signs at Entry Point

The location signs are to identify the Bushfire Place of Last Resort entry point. The graphic content for these signs has been designed using the standard Bushfire Place of Last Resort wording for easy recognition and uniformity.

The Type A sign (Vehicle entrance sign) has been designed to attract attention at the vehicle entrance of the property boundary on the main access route to the Bushfire Place of Last Resort to be consistent with the road signs.

The Type B sign (Pedestrian entrance sign) has been designed to attract attention and indicate the exact location of the Bushfire Place of Last Resort pedestrian entrance. It is intended for pedestrian traffic only and will not be installed on the road reserve.

<table>
<thead>
<tr>
<th>Signage Code</th>
<th>Description</th>
<th>Arrow Direction</th>
</tr>
</thead>
<tbody>
<tr>
<td>L2TA</td>
<td>Location Sign</td>
<td>N/A</td>
</tr>
<tr>
<td>L2TB</td>
<td>Location Sign</td>
<td>N/A</td>
</tr>
</tbody>
</table>

*Table 3.2 Signage Identification code*
4.3  Level 3 – Parking Signs

Parking signs define vehicle access to the designated parking area for the Bushfire Place of Last Resort.

Type A defines the designated parking area.

Type B is a directional sign to the designated parking area.

<table>
<thead>
<tr>
<th>Signage Code</th>
<th>Description</th>
<th>Arrow Direction</th>
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<tbody>
<tr>
<td>L4TA</td>
<td>Parking Sign</td>
<td>N/A</td>
</tr>
<tr>
<td>L4TB-R</td>
<td>Access Sign</td>
<td>Right</td>
</tr>
<tr>
<td>L4TB-FR</td>
<td>Access Sign</td>
<td>Forward-Right</td>
</tr>
<tr>
<td>L4TB-F</td>
<td>Access Sign</td>
<td>Forward</td>
</tr>
<tr>
<td>L4TB-FL</td>
<td>Access Sign</td>
<td>Forward-Left</td>
</tr>
<tr>
<td>L4TB-L</td>
<td>Access Sign</td>
<td>Left</td>
</tr>
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</table>

*Table 3.4 Signage Identification code*
4.4  Level 4 - Symbol Site Signs
Site signage defines the actual location of the Bushfire Place of Last Resort. Council must ensure that appropriate signs are erected at each designated site.

Council may provide additional information on the sign post displaying the standard symbol sign. For example, such information may relate to the capacity or use of the place.

Where a designated site is a non-defined open space such as within a reserve, or where a designated site is a structure among multiple structures, council may consider including a map of the site and thatched polygon visually indicating the extent of the actual assessed/designated open space area or building.
4.5 Signage Placement

All road signage shall be positioned with the approval of VicRoads or the respective local council, depending on location.

The following diagram is an example of ideal placement.
Symbols

5.1 Neighbourhood Safer Place – Place of Last Resort Symbol

The following is the previous standard site sign design for all Neighbourhood Safer Place – Place of Last Resort in Victoria. This sign is erected at all existing sites, which have been formally designated as a Neighbourhood Safer Place – Place of Last Resort.

5.2 Alternative Neighbourhood Safer Place – Bushfire Place of Last Resort Symbol

This modified site sign design is intended to be consistent with roadside signage and should be used for all newly designated sites and when all existing Neighbourhood Safer Place – Place of Last Resort signs erected at designated sites are being replaced as part of the normal replacement process.
5.3 Regulation Symbols

Consideration should be given to the use of prohibition symbols displaying images and instructions on a site by site basis. It should only be used when it has been determined the sign will assist with the safe operation and protection of the Bushfire Place of Last Resort and community members in attendance during a fire event.

![Prohibition Symbols](image)

5.4 Access Sign Arrows

The arrow icon is to be used on access signs with a white arrow and blue background. The following arrow directions are permissible.

![Arrow Icons](image)
5.5 **Traffic and Parking Sign Arrows**

The arrow icon is to be used on traffic and parking sign markers with a black arrow and white background. The following arrow directions are permissible.

![Arrows Diagram]

5.5 **Siting**

The siting of the signage will be identified in each respective Bushfire Place of Last Resort.

The following signage siting principles should be observed:

- Sited to promote readability.
- Placed at a height as close as practicable to an average adult observer's line of site.
- Suggested at approximately 1600mm above the ground.
- In an area void of physical or visual distractions.
- In an area void of sundry or existing signage.
- Placed so as not to be obscured by vegetation.
- Avoid co-location with other signs.
Manufacture and Installation

6.1 Material

**Level 1 Signs**

Level 1 signs shall be constructed from conventional materials and components according to VicRoads and Australian Standards. Typical materials are aluminium sign panels with reflective properties, fitted to galvanised poles and brackets.

**Level 2 and 3 Signs**

Available materials and processes considered for the designs illustrated include the use of conventional materials and recycled plastics.

Conventional materials include decorated aluminium sign panels fixed to square section aluminium or galvanised steel frames, mounted onto square section timber posts as the preferred support. Alternatively, “Unistrut” style bracing can be used for sign panels where they are supported by two galvanised posts, or galvanised clamps where panels are fixed to a single post.

Recycled plastic can also be utilised for level 2 and 3 signs providing performance is equal to an aluminium sign.

All signs must utilise a material that is vandalism and graffiti resistant where possible.

6.2 Fixing

All fixings are to be tamper proof and of a corrosion-resistant quality.

6.3 Installation

In all instances posts shall be set into concrete footings or by use of a galvanised drivable sign sleeve (as deemed appropriate and in compliance with VicRoads standards). Square section posts are to have cross-pins fitted to prevent posts from being unlawfully removed.
6.4 Colour

Colour and typeface specifications shall comply with Australia Standards. Refer also to AS2416 for colour specifications.

- Black
- White
- Sunflower Yellow PMS 186C
- Red PMS 186C
- Bright Blue PMS 301C (Road Sign Use: Retroflective Blue Class 2)
- Jade PMS 342C (Road Sign Use: Retroflective Green Class 2)
6.5 Typeface

**Level 1 Signs**

Typeface specifications shall comply with VicRoads requirements and Australian Standards.

**Level 2 and 3 Signs**

Where text is required in addition to symbols, type face is an important element. For this reason, the Frutiger and Arial typefaces have been selected to enhance the symbols and create a uniform image. Use the example below as reference in selecting typeface.

```
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
Frutiger 45 Light
```

```
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
Frutiger 55 Roman
```

```
abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
Arial Black
```

7.0 Administration for Signs on Declared Roads

Costs of construction, installation and maintenance of signs on Declared Roads is the responsibility of the local municipality.
Appendix A – VicRoads Service Sign Application Form

Applications seeking approval to place Bushfire Place of Last Resort signs (services signs) within a road reserve should be lodged with the relevant Municipal Council Signing Officer.

Application forms for services signs are available by clicking the link below:


Further information in regards to the VicRoads standards for road signs are available by clicking the link below: