

# A-BOARD PERMIT APPLICATION Roads (Scotland) Act 1984 – Section 59

For permission to Occupy the Public footway in connection with the siting of an A-Board advertising sign.



Network Management  
Endrick House  
Kerse Road  
Stirling, FK7 7SN  
Tel 01786 404040

I / we hereby make application for authorisation of use of the road in connection with the provision of siting an A-Board Advertising Sign.

## 1. Applicant

Name	Telephone
Address	Mobile
	Email
Postcode	

## 2. Location of business where of A-Board is to be used

Name of Premises	
Address	Telephone
Postcode	

## 3. Description of A-Board

Please provide a brief description and sketch plan of where the A-Board will be sited

## 4. Hours of Operation

Public Trading Hours of business

## 5. Fee Payable

Yearly Fee £62

## 6. Declaration

I/We confirm that we have sufficient Public Liability Insurance in respect of this application.

I/We hereby declare that the information given is correct and to the best of my/our knowledge.

Signed	Date
Please print name	Position in Business

## **NOTES FOR APPLICANTS**

1. Applications should be completed and returned together with the £62 fee to Stirling Council, Network Management, Endrick House, Kerse Road, Stirling FK7 7SN. If you have any enquiries about any aspect of your application, please call Network Management on 01786 404040.
2. The £62 fee will be charged for each consent application to cover the cost of site inspection, processing of applications, preparing plan, site marking and administration.
3. Applicants will be notified within four weeks of the date of receipt of the application. The £62 fee will only be charged for successful applications.
4. All applicants will have to adhere to the terms and conditions set out by Stirling Council.
5. A copy of the conditions are attached to the application for your information.
6. Renewal of consent, on a yearly basis, will be subject amongst other factors to the applicants performance and management of the designated A-Board During the previous consent.

### **General Comments on the Use of A-Board Advertisements**

In relation to business advertising the council's preference is for the use of fascia signs or projecting signs fixed to buildings above head height (subject to necessary permission).

The Council acknowledges that mobile advertising signs can serve a useful purpose and are part of a vibrant "townscape". Many businesses in both urban and rural areas use freestanding, mobile advertising boards to advise passers-by either about the location of their business or the goods they have for sale.

However, A-Boards can present a danger for pedestrians and wheelchair users by obstructing footways. This is a particular issue where footways are narrow as the signs can obstruct and inhibit free passage along the footway with people sometimes having to use the road to get past them.

As well as obstruction issues, the signs can also pose safety issues for all people but particularly those with mobility or visual impairments. This is because their location can be altered from day to day and they can be knocked flat, making them a trip hazard, which can be particularly difficult to detect. Advertisements of this nature can also distract the attention of passing motorists to the detriment of safety.

## **Conditions for the Placement of A-Board Advertisement**

1. A-Board advertisements within the public road will only be allowed subject to a valid permit issued by the Roads Authority. The permit shall be issued to the applicant on payment of the inspection fee and must be on permanent display on the A-Board.
2. Only one sign is permitted per business unit, which must be removed out with public trading hours.
3. The sign must consist of a simple A - Frame or similar design of modest size (Note: Maximum sign size should be 1.0 m high and 0.75 m wide. Whilst the width of the sign may be reduced, the height must be retained at 1.0 metre)
4. The sign shall be located over the frontage of the premises to which it relates and must be positioned against the building frontage ensuring that a minimum width of 1.5 m unobstructed passage is maintained to footway users, and a minimum of 1.5 m from doorway.
5. Within shared use areas such as Port Street and Friars Street, a minimum clearance of 2.5 m will be required at all times.
6. This will mean that in some locations, where the footway width is restricted, it will not be possible to use an A-Board sign. In these instances traders should consider other advertising options, such as building mounted signs.
7. A-Boards must not be attached or chained to any items of street furniture, and must not obstruct visibility at junctions or accesses.
8. Signs must not be placed where they may interfere with pedestrian facilities such as bus stops and pedestrian crossings.
9. A-Boards must be stable so that they cannot be blown over easily or pushed over.
10. Once a suitable location has been established under an approved permit, the sign shall be placed in the same location each time it is displayed.
11. The applicant must have sufficient public liability insurance and shall indemnify Stirling Council against all actions, claims, demands, costs, charges, losses and expense of whatsoever kind of nature that may be brought or made against them or incurred by them in respect of the sign
12. Any persons displaying A-Boards on the Public road/footway without a valid permit issued by the Road Authority will receive a warning letter requesting immediate removal of the A-Board. Failure to arrange for its removal or continual placement of the A-Board without the necessary permit will result in it being removed without further warning under Section 59 of the Roads (Scotland) Act 1984, and disposed of.
13. This policy may be subject to review and permission may be rescinded to reflect policy changes.