

Temporary signs for special events and new developments

Application criteria

Applications for the erection of temporary signs should be submitted by email to temporarsignapplications@kent.gov.uk or by post to Network Performance, Kent Highway Services, Invicta House, County Hall, Maidstone, Kent ME14 1XX.

Temporary signs agreed in principle by other Kent Highway Services (KHS) Officers will still need to be sent to the above in order to receive formal consent

Applications will only be accepted from one of the motoring organisations or approved signing contractors. The Applicant shall effect insurance of not less than £5 million indemnifying KHS in respect of any Third Party claims or demands which may arise from the placing of any sign on the highway. The Applicant shall, when required by KHS or its Agents, produce evidence of such insurance to the satisfaction of KHS or its Agents.

A schedule of proposed signs with, type of sign, locations, fixing details (including what they will be fixed to) and proposed legend should be received by KHS a minimum of one calendar month before the signs are required

Temporary event signing will only be considered for events that are open to the general public. Events such as boot sales and jumble sales will not be approved for temporary signing.

Private, invitation only, events cannot be signed except in exceptional circumstances where the event will generate significant traffic levels.

Temporary signing will only be considered for events that attract at least 250 vehicles a day from outside of the local area and are able to provide adequate parking for their visitors.

Temporary signing will only be considered for new developments that consist of at least 30 bedrooms.

All costs for the fabrication, erection, removal or maintenance of the signs shall be borne by the Applicant.

No other signs related to the event or development may be erected on the highway by the Applicant or any other persons without KHS consent. Any unlawful signing or fly posting relating to the event or development may make any consent void, and KHS may instruct immediate removal of approved signs. No signs shall be fixed to property on the highway belonging to a third party without the written approval of the owners and KHS. Any signs fixed to a third parties property will form part of the application for temporary signing.

Consent criteria

Signing will only be allowed from where the route to the venue exits the principal road network and where the venue is on a principal road, signing will only be allowed to identify the entrance to the venue. More extensive signing may be approved for major events like Air Shows etc or where traffic conditions demand.

No signing will be allowed to venues already benefiting from permanent directional or tourist signing. Major events like Air Shows may be granted additional signing at the venue for traffic management arrangements.

All signs shall be fabricated to Department for Transport regulations. In the case of New Developments, they shall be as Dft drawing P 2701, 2701.1 (appendix 1).

All new development signs that receive consent will contain the name of the site only. No reference will be made to the Developer, number or type of housing.

The lorry symbol is to be used when only deliveries to a new development are to be signed or where deliveries have a separate route from sales traffic. However they can only be used when there is a recognised need to aid traffic movement and reduce congestion

The house symbol is to be used for sales traffic routes. Both symbols may be used on the same sign as long as the need for lorry symbol is recognised as above. Two signs with different symbols but for the same development will not be allowed at the same location unless that is the point where the lorry and sales routes go in different directions.

Only the first sign on any route to an event can carry the generic event type i.e. "Craft Fair" and the words follow the Venue i.e. "Village Hall". All additional signs will only contain the name of the venue, a directional arrow and any traffic directions needed i.e. ENTRANCE. No reference will be made to the type of event, its organisers, the developer or dates and times. If however, an event venue is large or has more than one event on at the time or parking is away from the venue, a minimal number of signs at the site may contain the event name to avoid confusion.

KHS will consider the application in liaison with our Street Lighting section with respect to fixing of signs to lamp columns and our Roadwork's Section in respect of the availability of the route.

Site criteria

Any work undertaken upon the highway in connection with the erection, maintenance or removal of the signs, shall only be undertaken by suitably trained personnel having due regard for any legislation in place at that time with special emphasis on The Health and Safety at Work Act , The New Roads and Street Works Act and The Traffic Management Act. The applicant shall carry out a risk assessment for each sign location and ensure that any personnel attending site on their behalf, carries with them at all times, a copy of that assessment having read and understood it.

Event signing shall be erected no earlier than two working days before the event and removed no later two working days after the event. New Development signing shall only be erected for 12 months or until 80% of the development is sold, whichever is the earliest. A 6 month extension to the consent for new development signing may be granted subject to KHS receiving a written application.

The signs must clearly display the KHS ref No for each sign, on the bottom right of the rear of the sign, unless fixing points prevent this, in which case it must be displayed in the most prominent alternative position. The "X" height of the lettering shall be 50mm. Any sign displaying no reference or an incorrect reference will be deemed as an unlawful sign and KHS may instruct its immediate removal.

Signs of surface area greater than 0.6 m² shall not be fitted to lamp columns and no sign shall be fitted to any column already carrying any other sign. Signs fitted to lamp columns shall not obstruct any ciphering or access panels.

Signs shall not be fitted to posts already carrying regulatory signs, to any post carrying traffic signals or belisha beacons or to any railings or safety barriers.

All signs shall be fitted at least 2.1 m above the footway/verge and at least 0.45 m from the edge of the carriageway. They shall be affixed in such a way as to not obscure any other sign or signal or any identifying mark. They will also be affixed in such a way that they do not obscure any road user's visibility at junctions or roundabouts or impede their passage along the highway. All signs shall be fitted using approved fixings and all corners of the signs shall be rounded.

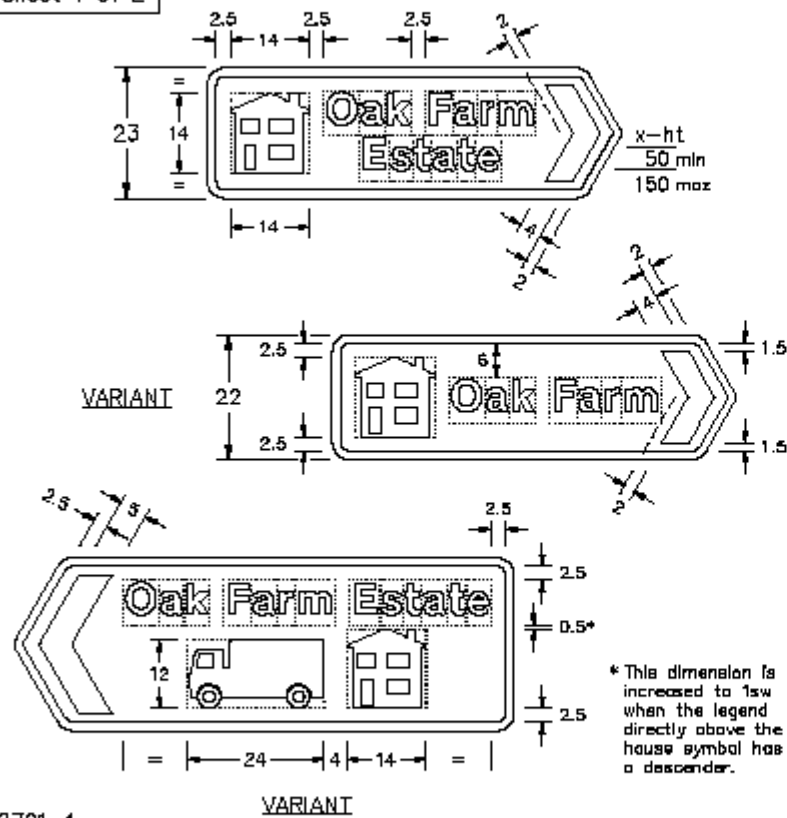
At the end of the period to which any consent relates. All signs and fixings shall be removed from site and any damage caused to the highway or street furniture shall be put right or reported to KHS for repair at the applicants cost.

Drawing No.
P 2701
 Sheet 1 of 2

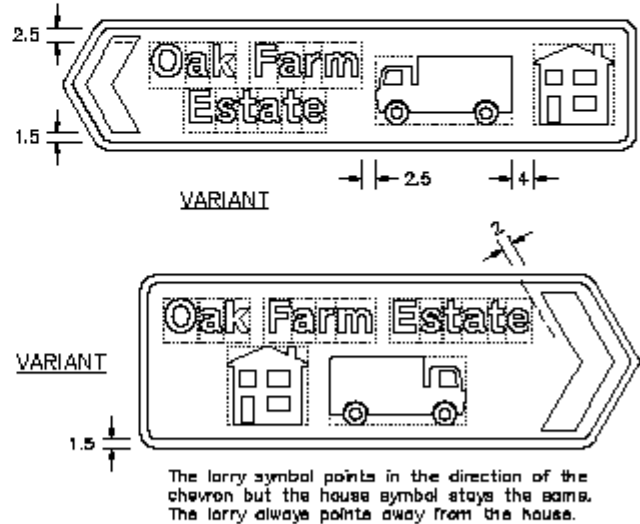
Related Drawings
T 32 & T 53

Before using this drawing, confirm that it has not been superseded.

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- NOTES:
1. The legend is from the Transport Heavy alphabet at the x -height shown.
 2. Details of the house symbol are given on drawing S 53 and the lorry symbol on drawing S 32 (sheet 1).
 3. The lre outlines do not form part of the signs.
 4. COLOURS : Background ----- YELLOW
 Legend, Symbols, Chevron & Border --- BLACK
 5. DIMENSIONS : x -heights are in millimetres, other dimensions are in stroke widths. ($4sw = x$ -height)
 6. See sheet 2 for variants showing distances. See Chapter 7 of the Traffic Signs Manual for further design guidance.



P2701-1

**Department for
 Transport**

Title: Temporary Directional Signs
**DIRECTION TO A
 NEW HOUSING DEVELOPMENT**

Issue: Date:
 A: 5.6.95
 B: 27.10.04
 C:

Drawn by: S.P.
 Approved by: R.M.

Dimensions: SEE NOTE 5

Drawing No.
P 2701
 Sheet 1 of 2

Drawing No.

P 2701

Sheet 2 of 2

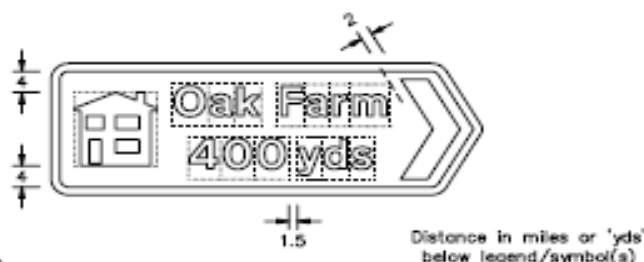
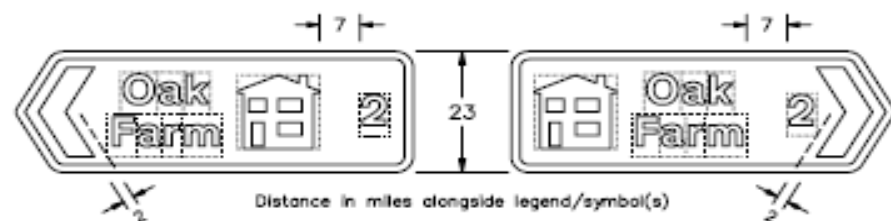
Related Drawings

T 32 & T 53

Before using this drawing, confirm that it has not been superseded.

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- NOTES:
1. The legend is from the Transport Heavy alphabet of the x-height shown.
 2. Details of the house symbol are given on drawing S 53 and the lorry symbol on drawing S 32 (sheet 1).
 3. The tile outlines do not form part of the signs.
 4. COLOURS : Background ----- YELLOW
Legend, Symbols, Chevron & Border ---- BLACK
 5. DIMENSIONS : x-heights are in millimetres, other dimensions are in stroke widths. (4sw = x-height)
 6. See sheet 1 for other dimensions and for other variants. See Chapter 7 of the Traffic Signs Manual for further design guidance.



P2701-2

Department for
Transport

Title: Temporary Directional Signs
**DIRECTION TO A NEW HOUSING
DEVELOPMENT (variants)**

Issue: Date:
A: 5.6.95
B: 27.10.04
C:

Drawn by:
R.M.
Approved by:
R.M.

Dimensions:
SEE
NOTE 5

Drawing No.
P 2701
Sheet 2 of 2

Drawing No.

P 2701.1

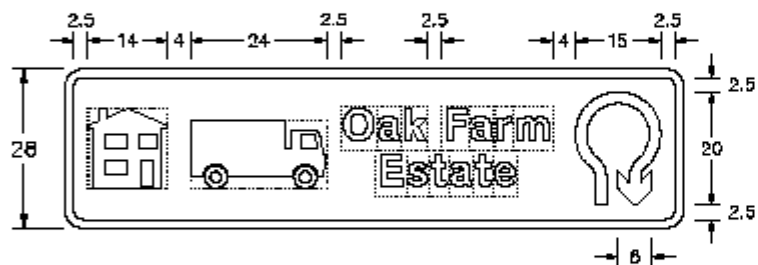
Related Drawings

T 32 & T 53

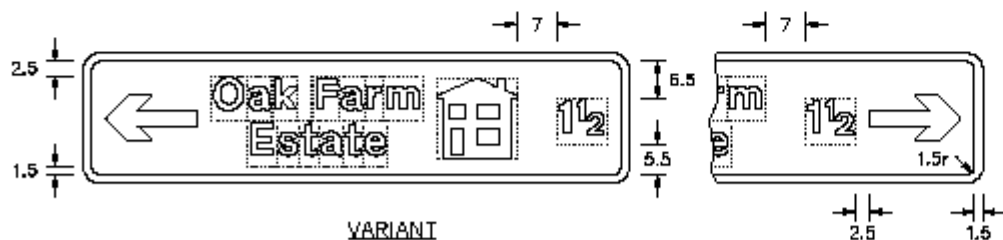
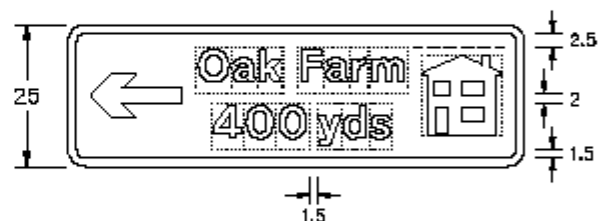
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- NOTES: 1. The legend is from the Transport Heavy alphabet at the x-height shown.
2. Details of the house symbol are given on drawing S 53 and the lorry symbol on drawing S 32 (sheet 1). The lorry symbol is directional and always points away from the house symbol.
3. The tile outlines do not form part of the signs.
4. COLOURS : Background ----- YELLOW
Legend, Symbols, Arrow & Border --- BLACK
5. DIMENSIONS : x-heights are in millimetres, other dimensions are in stroke widths. (4sw = x-height)
6. See Chapter 7 of the Traffic Signs Manual for further design guidance.



VARIANT



VARIANT



VARIANTS

P2701x1

Before using this drawing, confirm that it has not been superseded.

Department for Transport

Title: Temporary Directional Signs
JUNCTION AHEAD LEADING TO
A NEW HOUSING DEVELOPMENT

Issue: Date:
A: 27.10.04
B:
C:

Drawn by:
L.W./R.M.
Approved by:
R.M.

Dimensions:
SEE
NOTE 5

Drawing No.
P 2701.1