

Please detach and return front page with necessary documents specified in the attached guidance.

Form TC1 – 2017/2018

Receipt Number



**ROADS (SCOTLAND) ACT 1984 – SECTION 59
APPLICATION FOR**

**CONSENT FOR OCCUPATION OF THE PUBLIC FOOTWAY IN CONNECTION WITH SITING
AND OPERATION OF A STREET CAFE**

To: Executive Manager, Shetland Islands Council, Roads & Transport Network, Gremista,
Lerwick, Shetland, ZE1 0PX

1. Name and address property owner or agent
to whom this consent may be issued

2. Business name and address

Tel. No.....

Tel. No.

3. Site Location

4. Dimensions of Area to be occupied

Please also provide a sketch plan of the area

WidthDepth.....

When will area be occupied (time/days of week).....

Tel. No.

.....

5. Please provide the number of Tables..... and number of chairs.....to be used.

Also please provide illustrations/photographs of the furniture you intend to use within the proposed area.

6. Payment of initial registration fee (£127.76) or annual consent fee (£53.55)Fee applicable £.....

7. Signature

Print Name

Company Date

NOTES FOR APPLICANTS

1. Applications should be completed and returned together with the sketch plan and applicable fee to : Executive Manager, Shetland Islands Council, Roads & Transport Network, Gremista, Lerwick, Shetland, ZE1 0PX
2. Submission of an application will not necessarily guarantee that consent will be granted.
3. Applicants who are successful will be notified within 2 weeks of the date of receipt of the application.
4. All applicants will have to adhere to the terms and conditions set out by Shetland Islands Council.
5. A copy of the terms and conditions are attached to the application for your information.
6. Renewal of consent, on an annual basis will be subject amongst other factors to the applicants performance and management of the designated area during the previous consent.
7. An initial registration fee of £127.76 will be charged by the Roads Service, for each consent application to cover the cost of site inspection, processing of applications, preparing plan, site marking and administration.
8. For each year thereafter an annual consent fee of £53.55 will be charged to cover the cost of inspection and administration.
9. If you have any queries about any part of your application, please call Neil Robertson on 01595 744 875

Requirements of Placing Tables and Chairs in the Footway

1. Consent will be for a defined location, occupying a specific area, which must not be exceeded. Tables and chairs must be kept within this area.
2. The agreed boundary should allow a minimum 2m clearance on footways for the passage of pedestrians. Visibility sight lines must not be obstructed at road junctions, accesses, pedestrian crossing points and the like.
3. Proprietors require approval for any boundary markings, no paint or permanent fritting will be permitted and any boundary apparatus must be removed daily.
4. Street furniture style, canopies and displays must have the approval of the Council.
5. This consent also covers the placement of one A-board, the position of which will be agreed by the Council. The sign must not exceed 1.0m height and 0.75m in width. (A separate permit is available solely for A-boards)
6. There may be timing restrictions on the placement of tables and chairs depending on existing traffic regulation orders. (for example, Commercial St – not before 11:30 to allow for delivery vehicles)
7. It is the responsibility of the proprietor to keep the area clean and free from litter at all times. The area should be swept clean at the end of each day after the removal of the tables and chairs.
8. There must be no obstruction to any fire exits.
9. Access to any utility plant or fire hydrant must be made available when required. It may be necessary to suspend the consent if public utility or road works are to be carried out in the area for the duration of the works.
10. No music or public address system, amplified or otherwise will be permitted.
11. The proprietor shall indemnify the Council as Roads Authority from and Against all actions, claims, demands, costs, charges, losses and expenses which may be brought or made against them or incurred by them in the occupation of the road granted under the consent.
12. Any authorised officer of Shetland Islands Council or the Northern Constabulary can suspend the consent at any time.