

## Road Traffic Regulation Act 1984

**Application for Highway Visibility Mirror**

**Important:** Please complete this form in full using block capitals – failure to complete all sections may delay your application, or result in your application being unsuccessful.

Reference should be made to the General Conditions below, and to the appended document entitled “Requests for traffic mirror – policy issues and practical advice for customers” prior to completing the form.

Name of applicant:		
Address:		
Postcode:		
Address of property where the mirror is required (if different from above):		
Postcode		
Contact Telephone Numbers:		
Home:	Work:	Mobile:
Email address:		
Please tick this box if you do not want us to use your e-mail address to update you on the progress of your application <input type="checkbox"/>		

Is the proposed location in a built-up area where a 30mph speed limit exists?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the proposed location of the mirror clear of overhanging foliage / trees?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the proposed location of the mirror on private property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you have answered ‘Yes’ to the above question please enclose the landowner’s written consent for the siting of the mirror on their property.		

Please provide details as to why you are applying for a mirror, and give precise details of its proposed location:
(Please continue on a separate sheet if necessary)

## General Conditions (Please read carefully)

**Highway visibility mirrors may improve drivers' awareness of other road users whilst emerging from private properties onto the public highway. The following general conditions apply:**

- 1. Alternative means of improving visibility:** Applications will be considered only when all other reasonable means of improving visibility have been implemented, including the lowering or removal of obstructions.
- 2. Location of mirrors:** A site visit will be conducted to assess the suitability of the proposed location. Factors to be considered will include the possibility of 'dazzling' road users. Mirrors should be located clear of any overhanging foliage / trees which could obscure the view of the mirror in the future.
- 3. Right of refusal:** The Council reserves the right to refuse mirror installation in built-up areas where a 30mph speed limit exists, or where the engineer / technician does not consider installation of a mirror to be of ample benefit.
- 4. Local resident consultation:** Local residents may be affected by installation of a mirror, for example by the mirror being located in front of their windows, or in a verge they maintain. Local residents are therefore consulted where appropriate, and any objections are taken into consideration.
- 5. Payment of application fee:** A payment of £75 must be enclosed with your application form in order for it to be processed. This fee is to cover the costs of processing and investigating your request, and is non-refundable. Payment of this application fee does not guarantee that your application will be approved.
- 6. Photographs:** Photographs submitted with your application may expedite the application process. Photographs facing the access from your property onto the highway and the view of the highway in either direction from the access point, together with photographs of the proposed location of the mirror, would be most appropriate.
- 7. Cost of provision and installation:** The cost of supply and installation of a mirror is currently £600 including VAT. This is inclusive of the £75 application fee described above. Subject to approval of your application, and on payment of the £525 fee balance, we will arrange for our term contractors to undertake the work.
- 8. Timescales:** Highway visibility mirrors are normally provided within 6 weeks of a successful application being submitted, subject to the workload of our term contractors.
- 9. Removal of highway visibility mirrors:** The Council retains the right to remove any mirrors installed if complaints are received which prove to be valid, or in the event of any works in the highway or traffic schemes. In the event of removal due to valid complaint an alternative location will be investigated; however, if an alternative location cannot be found the Council will return the mirror to the applicant.
- 10. Maintenance and replacement:** The costs of maintenance and replacement are the responsibility of the applicant.

## **Requests for traffic mirror – policy issues and practical advice for customers**

The Policy takes account of the following factors:-

- The image that a driver sees in the mirror of an approaching vehicle appears to indicate that the vehicle is straight ahead, when it is in fact around a corner.
- Reflective glare is a danger, particularly when reflected lights of passing vehicles tend to sweep across the vision of a driver waiting in a side road, or access, temporarily dazzling him/her.
- The image in a mirror may be obscured or distorted by rain, snow, frost or condensation.
- It is most difficult to judge the speed and distances of an approaching vehicle from the reflected image in a mirror.
- Mirrors are affected by wear and tear and, in certain locations, may be prone to vandalism. Any minor misalignment of a mirror will result in serious distortion of the image. In some circumstances, misalignment may result in no image of an approaching vehicle whatsoever.
- The erection of mirrors in the highway is not considered to be in the overall interests of road safety. Even when visibility is severely restricted, it is always considered preferable for a driver to rely on his/her own direct observations in negotiating hazards, rather than rely on possibly misleading artificial aids such as mirrors.

Extreme care and attention is required by drivers when emerging from places where there is restricted visibility, and this may involve turning off the car radio, winding down the window and listening for approaching vehicles. It could also involve obtaining assistance in order to safely guide the driver out onto the highway.

If extreme difficulty is experienced, every effort should be made to ensure that the maximum possible visibility is available by removing or lowering the height of any obstructions.

**Declaration***\*Please delete as appropriate*

\*I enclose / I am unable to enclose supporting photographs as per condition 6 above.

I enclose my payment cheque (made payable to Shropshire Council) for £75.

I declare that I have read, understand, and agree to the conditions above.

Signature of applicant:

Date:

**Please return this form, supporting photographs, and your payment to:**

The Highways Dept  
Strategy and Management Support Team  
Shropshire Council  
Shirehall  
Abbey Foregate  
Shrewsbury  
SY2 6ND