



Devon Open Studios Signage Guidelines

Important: This document must be read in conjunction with Devon County Council's flyposting guidelines, enclosed. You are personally responsible for ensuring that any signs you display adhere to Devon County Council guidelines. You can be charged and fined for causing a hazard. Please take care.

Key Messages

- Devon County Council (DCC) request that artists mount the signs on board and laminate or put them in a plastic folder to make them more robust.
- You are personally responsible for any arrows you place on the highways so make sure you know the dos and don'ts.
- **DCC stipulate you MUST have £5 million Public Liability Cover in place before placing any signs on the highway.**

Devon County Council's rules around signage

- 1 You must not put signs up on the M5 nor on trunk roads such as the A38 or A30.
- 2 Signage must be kept to a minimum and restricted as far as possible to the last junction prior to your venue.
- 3 **For those artists who have venues on the minor (non-trunk) roads**
We have approval from Devon County Council for *Devon Open Studios* signs to be attached securely to street furniture such as:
 - Lamp columns and poles
 - Fencing (where it does not obstruct the view of motorists or pedestrians)
 - Pedestrian barriers
 - Direction sign assemblies
- 4 **You must NOT attach signage to:**
 - Traffic signals of any type
 - Speed limit signs
 - Regulatory signs
 - Warning signs
 - Bus stops or shelters

If you do so, IT WILL BE REMOVED, and you could be charged and fined for causing a hazard to motorists. See the Devon County Guidelines for more details.



- 5 Any sign erected where pedestrians walk under or close to the sign, such as a sign fixed to a lamp column on a footway, must be mounted with a minimum height of 2.1m to the underside.
- 6 Please use the signs you have been given or which are downloadable from the website (we have permission for these signs only).
- 7 Please put your signs up on the opening day (as far as possible) and remove them on the closing day *promptly*. Signs must not be erected more than 48 hours before the event.
- 8 Subject to the above requirement for locations where there is pedestrian traffic, put them at normal sign height i.e. easy for a driver to see.
- 9 Always keep sensible road safety in mind. Give plenty of warning of upcoming turns and reminder signs for long stretches of road.
- 10 Check your signage daily or at the very least ask every visitor if they found you easily and found the signs clear.
- 11 Ensure that your signs are not causing a hazard to motorists or pedestrians. For example, signage must not force pedestrians into the road, or interfere with the visibility of motorists.
- 12 Signage must not impede the minimum width of passage of 1.5 metres.
- 13 Signage must not extend more than 450mm from the shop/venue frontage (where applicable)
- 14 Get permission from anyone affected by the location of your sign i.e. shopkeepers. Tell them what you are doing, give them a Devon Open Studios leaflet. Let them know the sign is only up until the event's closing day and invite them to visit your studio.
- 15 Do not use garden stakes as they are a potential hazard to the public.
- 16 Always fasten signs securely so that they don't become detached or fall.

Finally, please do remember to take your signs down after the event. Fading, decaying signs left on roadsides for months after the event reflect badly on Devon Open Studios and your venue.