

Title: Regulatory Policy Signs in the County Right-of-Way	Policy No. Part 8, Streets and Roads Chapter 2, Regulations Section 2
	Effective Date July 2, 2019
Policy Custodian Transportation and Engineering Division	Adoption/Revision Date July 2, 2019

Adopting Resolution(s): CC19-822

References (Statutes/Resos/Policies): Manual on Uniform Traffic Control Devices (MUTCD); C.R.S. §43-2-201; Land Development Regulations; CC18-045

Purpose: To protect the health, safety, and welfare of the residents of the county by regulating the design, construction, and installation of signs within County Right-of-Way in unincorporated Jefferson County by prohibiting signs that: are structurally unsafe, obscure or distract the vision of motorists and/or pedestrians, or compete or conflict with necessary traffic signs and warning signals. Limiting signage in the right-of-way promotes safety and enhances the aesthetics of Jefferson County. This policy is specifically tailored to advance a compelling governmental interest in ensuring the safety of the travelling public on county streets and roads and raising awareness of high fire danger.

Policy: Signs in the County Right-of-Way

A. Definitions

1. "County Right-of-Way" shall mean public highways as defined under C.R.S. §43-2-201 within unincorporated Jefferson County, but specifically excluding state highways which are controlled and regulated by the State of Colorado through its Department of Transportation.
2. "MUTCD" shall mean the Manual on Uniform Traffic Control Devices, as amended from time-to-time, as published by the Federal Highway Administration. The MUTCD sets forth a national standard for signage within right-of-way and fulfills a compelling governmental interest to make travel in Jefferson County safer, more efficient and consistent with other jurisdictions in the nation.

B. Standards

All signs located within County Right-of-Way shall be permitted and installed in accordance with the standards set forth in the most current version of the MUTCD except as set forth in section E.5 below. Signs are also permitted on bus benches and shelters located in the County Right-of-Way in accordance with the Bus Bench Policy.

C. Installation

Except as provided below, the county shall be responsible for the installation of all signs within the County Right-of-Way. In cases of signs required to be installed by a property owner or applicant as part of the public improvements related to the Jefferson County Land Development Regulations or other applicable county regulations, the installation shall be

completed by the property owner or applicant, their contractor or agent. The county will approve the method, materials, and location in advance of the signs' installations.

D. Unpermitted Signs

Any signs that are not permitted in accordance with this policy may be removed from the County Right-of-Way. If a sign is removed and the owner of the sign is apparent, the county will attempt to contact the owner and return the sign. If the ownership of the sign cannot be determined, the county shall retain the sign for 30 calendar days in the nearest Jefferson County Road and Bridge District location. If the sign is not claimed within the 30-calendar day period after removal from the County Right-of-Way, the county may destroy, reuse or dispose of the sign in its sole discretion.

E. Sign Requests

1. General Sign Requests

- a. Any party may submit a request for a sign within the County Right-of-Way by making a request to the Jefferson County Transportation & Engineering Division. Transportation & Engineering staff will review the request in accordance with the standards set forth in the MUTCD and staff will either approve, approve with modifications or deny the sign request.
- b. The party making the request will be notified of staff's decision regarding the sign within 91 calendar days. If Transportation & Engineering staff needs additional information on the proposed sign, the time period for responding will be extended until 91 calendar days after the new information has been submitted to staff for review. Transportation & Engineering staff will issue a written decision on all sign requests.
- c. Once a decision regarding a sign request has been made, the same request may not be submitted for one year unless there is a substantial change to the request.

2. Roadside Memorial Sign Requests

- a. A person requesting a roadside memorial sign must submit a roadside memorial sign application to the Transportation & Engineering Division and the request must meet the following criteria to be granted:
 - 1) A fatality must have occurred in the crash.
 - 2) The fatal crash must have occurred on County Right-of-Way.
 - 3) The sign must be requested by the victim's immediate family or another party with consent of the victim's family.
- b. Signs will not be approved for deceased drivers involved in fatal crashes whose toxicology reports show a violation of Colorado DUI or DWAI laws (C.R.S. 42-4-1301), unless the immediate family of any other victim(s) killed in the crash grant permission for the sign.

- c. The county shall install and maintain approved signs for six (6) years at a safe location in near proximity to the location of the fatal crash. At the expiration of the six-year term, the sign will be removed and donated to the victim's family or sponsor.

3. Adopt a Road/Street Weed Control Program Sign Requests

- a. The Community Resources Department and the Development and Transportation Department shall implement a weed control program to provide a means by which individuals or groups within Jefferson County can participate in removing weeds from County Right-of-Way.
- b. Participation in this program shall be limited to individuals, participating groups and non-profit organizations within (or with local chapters or affiliates located within) Jefferson County.
- c. The Invasive Species Management Coordinator shall approve only those requests from responsible organizations and individuals reasonably able to comply with the program requirements.
- d. Each adopting participant/organization shall commit to complying with the procedures that implement the adopt a road/street weed control program.
- e. To show appreciation, the county shall provide signage in compliance with the MUTCD standards and this policy. If the participant(s) desire different signage, the participant(s) may follow General Sign Requests section of this policy.

4. Adopt a Road/Street Litter Control Program Sign Requests

- a. The Development and Transportation Department shall implement a litter control program to provide a means by which individuals or groups within Jefferson County can participate in removing litter from County Right-of-Way.
- b. County Right-of-Way included under the litter control program shall be limited to those roads and streets classified as Collectors, Major Collectors, and Arterials. Neighborhood or Local streets and roads are not included in the program.
- c. Participation in this program shall be limited to individuals, participating groups and non-profit organizations within (or with local chapters or affiliates located within) Jefferson County.
- d. The Road and Bridge Division shall approve only those requests from responsible organizations and individuals reasonable able to comply with the program requirements.
- e. Each adopting participant/organization shall commit to complying with the procedures that implement the adopt a road/street weed control program.
- f. To show appreciation, the county shall provide signage in compliance with the MUTCD standards and this policy. If the participant(s) desire different signage, the participant(s) may follow General Sign Requests section of this policy.

5. Fire Prevention Sign Request

A fire district with boundaries within Jefferson County must submit a Fire Prevention sign application to the Transportation & Engineering Division and the request must meet the following criteria to be granted:

- a. Fire prevention sign requests must be submitted in writing with a description and specifications of the materials used and a rendering or sample of the proposed sign message. Messages may not include images or patterns that may cause confusion with regulatory or safety signage.
- b. Fire prevention signs placement is limited to County streets and roads classified Major Collector or higher as defined by the County's Major Thoroughfare Plan. Fire Prevention Signs are prohibited on Local and Collector category roads and streets.
- c. For a fire prevention sign proposed along a roadway without curb and gutter, signs installed within 20 feet of the edge of travel way must meet County standards for construction materials and specifications. The fire district will be responsible for installing the sign, unless the County, in its sole discretion, elects to install the fire prevention sign.
- d. The fire prevention sign request must be accompanied by a license agreement and permit to construct within County right-of-way. These may be obtained from the Transportation & Engineering Division.

F. Sign Request Appeals

1. If a party is not satisfied with the decision from Development and Transportation staff on a sign request, the party may, within 35 calendar days of notification of the decision, file an appeal with the Director of Transportation & Engineering requesting a review of the decision. The request for the appeal shall be made in writing and shall state the specific reasons and evidence why staff's decision should be overturned.
2. The Director of Transportation & Engineering shall review all applicable information pertaining to the request and render a decision in writing within 63 calendar days of the submittal of the appeal. The Director of Transportation & Engineering's decision on the matter shall be the final action of the county with respect to that request.