

EL DORADO COUNTY DEPARTMENT OF TRANSPORTATION
MAINTENANCE DIVISION POLICIES AND PROCEDURES

Roadside Memorial Signs Program
MP-18

Title/Number

BACKGROUND

The El Dorado County Department of Transportation recognizes the public's desire to honor and remember loved ones lost in traffic accidents on El Dorado County roadways.

POLICY

It is the policy of the Department of Transportation to prevent placement of roadside memorials in the County right-of-way except as authorized through the Roadside Memorial Signs Program described herein.

PROCEDURE

1. Authorization, Installation and Removal of Roadside Memorial Signs
 - a. Following a fatality on a County maintained road, a family member may submit an Application for Roadside Memorial Sign Installation available from the Department of Transportation and included with this procedure. Standard sign specifications are incorporated in the application.
 - b. Department of Transportation staff will verify the accident and location with the California Highway Patrol.
 - c. Upon authorization by the Director of the Department of Transportation, Department of Transportation staff will install the memorial sign option indicated on the Application for Roadside Memorial Sign Installation.

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- d. The Department of Transportation, in its sole discretion, will determine the exact location of the sign. The Department of Transportation will endeavor to install the sign as close to the actual accident site as practical based on sign installation and traffic safety requirements.
- e. The Department of Transportation will maintain the memorial area and will remove any inappropriate appurtenances.
- f. The sign will be removed within one (1) year from the date of installation by Department of Transportation staff.
- g. If adopted by a resolution of the El Dorado County Board of Supervisors, a fee will be charged to offset the cost, installation and removal of the sign.

2. Unauthorized Roadside Memorials

Upon notice that an unauthorized roadside memorial has been placed along a County maintained road, Department of Transportation staff will send the family a letter containing information and the application form for the Roadside Memorial Signs Program. The letter will provide the family with an opportunity to apply for the installation of a memorial sign by the Department of Transportation and will request that the family remove the unauthorized roadside memorial within 30 days. If the Department of Transportation is unable to contact the family or if the family is unable to remove the memorial within the 30 day period, then Department of

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Transportation staff will remove the memorial from the County maintained road at the end of the 30 day period. If Department of Transportation staff is unable to contact the family, or if the family does not wish to take possession of the contents of the memorial, then the Department of Transportation will dispose of the contents of the memorial.

3. Removal of Roadside Memorials in Place as of the Date of Adoption of Policy

Following adoption of this Department of Transportation Policy, Department of Transportation staff will remove and dispose of all existing roadside memorials that have been in place on County maintained roads for more than one (1) year. Department of Transportation staff will attempt to contact the families for the roadside memorials that have been placed on County maintained roads within the last one (1) year period utilizing the process described in Item 2 above.

APPLICATION FOR ROADSIDE MEMORIAL SIGN INSTALLATION

EL DORADO COUNTY
DEPARTMENT OF TRANSPORTATION

2441 Headington Road, Placerville, CA 95667

Tel: (530) 642-4909 Fax: (530) 642-9238

Applicant must complete all portions of this application

PERSON REQUESTING MEMORIAL:

NAME: _____

RELATIONSHIP: _____

ADDRESS: _____

PHONE: (Day) _____ Email (optional): _____

(Evening) _____

MEMORIAL INFORMATION:

Check one: OPTION A () OPTION B ()

DATE (option A only): _____

NAME TO APPEAR ON MEMORIAL: _____

ACCIDENT LOCATION: _____

ACCIDENT DATE: _____

OPTION A

12" X 18"

Reflective blue with white lettering

IN
MEMORY
OF JOHN
P.
DOE
00/00/00



OPTION B

12" X 18"

Reflective blue with white lettering

PLEASE
DON'T
DRINK
AND
DRIVE

IN MEMORY OF
INDIVIDUAL



Notes:

1. Accident will be verified with the California Highway Patrol.
2. Exact location of installation shall be determined by the Department of Transportation based on installation requirements for shoulder width and sight distance.
3. County shall remove any inappropriate appurtenances around the installation site.
4. Sign shall be removed within one (1) year.

For Official Use Only:

Authorized by: _____

Installation Date: _____

Removal Date: _____

December 1, 2009

09-0974.A1.1