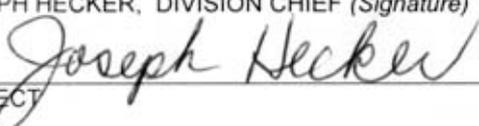


POLICY DIRECTIVE

TR-0011 (New 5/17/2001)

TRAFFIC OPERATIONS POLICY DIRECTIVE	NUMBER 02-05	Page 1 of 3
JOSEPH HECKER, DIVISION CHIEF (Signature) 	DATE ISSUED August 1, 2002	EFFECTIVE DATE August 1, 2002
SUBJECT Supplemental Signing For City Civic Center Areas REVISED	DISTRIBUTION <input checked="" type="checkbox"/> All District Directors <input checked="" type="checkbox"/> All Deputy District Directors - Traffic Operations <input checked="" type="checkbox"/> All Deputy District Directors - Maintenance <input checked="" type="checkbox"/> All Deputy District Directors - Construction <input checked="" type="checkbox"/> All Deputy District Directors - Project Development <input checked="" type="checkbox"/> Chief Council, Legal Division <input checked="" type="checkbox"/> Engineering Service Center Director <input type="checkbox"/> Headquarters Division Chiefs for: <input type="checkbox"/> Publications (For distribution to all holders of Traffic Manual)	
DOES THIS DIRECTIVE AFFECT OR SUPERSEDE ANOTHER DOCUMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, DESCRIBE TOPD # 02-01, Issued January 18, 2002	
WILL THIS DIRECTIVE BE INCORPORATED IN THE TRAFFIC MANUAL? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, DESCRIBE Section 4-04.13 (2) Supplemental Destination Signing	

DIRECTIVE

Signs to City Civic Center areas may be installed on state highways for incorporated cities.

For the purpose of this Directive, the term state highway means any conventional highway, expressway, or freeway, which is operated by the State of California.

If there are questions regarding this Directive or how it is to be implemented, districts should consult with the headquarters Traffic Operations Liaison.

Continuation

IMPLEMENTATION

- 1) **The city shall be incorporated and contiguous with the state highway right-of-way.**
- 2) **The city shall adopt a resolution requesting installation of signs on specific state highways for the purpose of guiding motorists to the city's civic center area, otherwise commonly referred to as downtown, central business district, city center, or city hall. The resolution shall include the appropriate wording for the legend on the sign.**
- 3) **The route from state highways to city hall shall NOT be more than 4.8 kilometers (3 miles).** When requested by resolution, signs may be placed on all state highways, which are within 4.8 kilometers (3 miles) of city hall.
- 4) **Only one sign shall be installed in each direction of travel for each state highway so requested. If any portion of the route from a state highway to the civic center area is under the jurisdiction of another city, both cities shall agree (in writing) that signs may be installed on the state highway. Trailblazer signs should be in place on local streets and roads prior to installation of signs on state highways.**
- 5) The legend may be "(city name) Civic Center," "Downtown (city name)," "(city name) Central Business District," "(city name) City Center," "(city name) City Hall," or a very similar message. **Only one legend shall be selected and used on all corresponding state highways for a particular civic center area.**
- 6) Signs should be roadside signs. Where possible, signs should be supplemental plaques mounted on existing roadside signs for G86 series (NEXT RIGHT or NEXT EXIT) and G87 (NEXT XX EXITS). When this is not reasonable, signs may be separate roadside signs.
- 7) Signs may be mounted overhead if there is no reasonable roadside alternative.
- 8) **The city shall have the signs installed under an encroachment permit and shall pay all costs for fabrication, and installation of the signs. The Department shall maintain signs.**
- 9) **Signs shall comply with applicable Department policies, specifications and standards.**

BACKGROUND

Proposed revisions to the federal Manual on Uniform Traffic Control Devices indicate that the Federal Highway Administration will be supportive of "Downtown" type signing.

DEFINITIONS

Meanings of "Shall," "Should," and "May"

To clarify the meanings intended in this Directive by the use of these words, the following definitions apply:

- 1) SHALL – A mandatory requirement. Mandatory requirements are those considered most essential to achievement of overall objectives of this Program Directive. Mandatory requirements use the word "shall" and are printed in **Boldface** type.
 - 2) SHOULD – An advisory requirement. Advisory requirements are important also, but allow greater flexibility in application to accommodate varying conditions. Advisory requirements use the word "should" and are indicated by Underlining.
 - 3) MAY – A permissive requirement. Permissive requirements use the word "may" and indicate that no requirement for application is intended.
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