

Sign Management Plan for

Add
County/Township/
City Logo

(County/Township/City)

Purpose

The American Traffic Safety Services Association (ATSSA) advocates that “Safer Roads Save Lives.” This Sign Management Plan details _____ (County/Township/City)’s plan to maintain a cost-effective signing program, recognizing its role in roadway safety. The Sign Management Plan includes a strategy for: maintaining sign retroreflectivity minimum standards; maintaining a sign inventory; and sign replacement. Because of variables in the weather, traffic issues, changing driver demographics, road design, standards and other factors, these procedures must remain flexible.

Background

An assessment or management method for maintaining sign retroreflectivity is required by the [Manual on Uniform Traffic Control Devices \(MUTCD\), 2009 ed](#) in section 2A.08: “Maintaining Minimum Retroreflectivity.”

Also, Section 1A.07 of the MUTCD states the following:

Section 1A.07 Responsibility for Traffic Control Devices

Standard:

- 01 The responsibility for the design, placement, operation, maintenance, and uniformity of traffic control devices shall rest with the public agency or the official having jurisdiction, or, in the case of private roads open to public travel, with the private owner or private official having jurisdiction. 23 CFR 655.603 adopts the MUTCD as the national standard for all traffic control devices installed on any street, highway, bikeway, or private road open to public travel (see definition in Section 1A.13). When a State or other Federal agency manual or supplement is required, that manual or supplement shall be in substantial conformance with the National MUTCD.**
- 02 23 CFR 655.603 also states that traffic control devices on all streets, highways, bikeways, and private roads open to public travel in each State shall be in substantial conformance with standards issued or endorsed by the Federal Highway Administrator.**

Retroreflectivity Management Plan

Retroreflectivity will be monitored for warning and regulatory signs by the following method(s), as defined by the Maintaining Traffic Sign Retroreflectivity, FHWA-SA-07-020 - http://safety.fhwa.dot.gov/roadway_dept/night_visib/sign_retro_4page.pdf: (check practice(s)) to be used:

- _____ visual nighttime inspection, (60+ yr old driver)
- _____ measured sign retroreflectivity
- _____ expected sign life
- _____ blanket replacement
- _____ control signs
- _____ future method based on engineering study

Sign Inventory

Generally, a minimalist, cost-effective sign network on the roadway will be maintained. Roadway type, surfacing, traffic volumes, roadway geometrics, funding levels and other similar will be used to evaluate the signing needs on an ongoing basis.

An inventory of the signs that are part of the roadway network will be maintained. The sign inventory includes:

- Highway/roadway/street
- Map with sign location
- Side of roadway
- Direction facing
- Sheeting type
- Date installed



Sign Replacements

Sign replacements based upon retroreflectivity standards will be supplemented by a damaged sign repair/replacement procedure. Signs damaged by wind, vandalism, vehicle impacts, and similar incidents will be repaired or replaced after _____ (County/Township/city position) receives notice that a sign is damaged based upon the following schedule:

- High priority signs (stop and yield) – temporary sign or repaired/replaced within one calendar day
- Intermediate priority signs (warning and regulatory) – to be repaired/replaced in three business days
- Low priority signs (guide and information) – repaired/replaced with normal sign operations

Signatures:

_____	_____
Commission Chair	Date
_____	_____
Roadway Department Lead	Date

Related Documents

[*Manual on Uniform Traffic Devices*, 2009 ed.](#)

[*Maintaining Traffic Sign Retroreflectivity*, FHWA-SA-07-020](#)

<http://mutcd.fhwa.dot.gov/>

http://www.ndltap.org/resources/downloads/nd_loc_gov_roads_sign.pdf

