



**CENTRAL TEXAS
Regional Mobility Authority**

AGENDA ITEM #10 SUMMARY

Policy for locating monument signs on
Mobility Authority right-of-way.

Strategic Plan Relevance: Regional Mobility

Department: Engineering

Associated Costs: None

Funding Source: N/A

Board Action Required: No

Description of Matter: Gateway Monuments are freestanding structures or signs that are non-integral to the operation of a roadway facility and usually communicate the name of a city, county, or township (Local Entity). They are typically planned, designed, funded, and maintained by the Local Entity.

Several Transportation Agencies have adopted policies on Gateway Monuments that are summarized in the attached memorandum. Mobility Authority staff will present these policies to the Board in order to get feedback from the Board on revisions to Mobility Authority policies relating to Gateway Monuments.

Reference documentation: Informational Paper on Supplemental Signs and Gateway Monuments

Contact for further information:

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Gateway Monuments Informational Paper

OBJECTIVE:

The Mobility Authority is currently considering policies to uniformly address the implementation of supplemental signing on their facilities. The objective of this memorandum is to address gateway monuments which are freestanding structures used to welcome travelers to a city or community. These monuments are often decorative and unique serving to express a community's sense of identity.

In relation to gateway monuments, this memorandum will:

- Summarize research conducted to determine how other transportation agencies address this issue through their associated policies/procedures
- Assess the research information to determine if industry standard approaches exist in relation to the subject issue
- Provide conclusions regarding specific elements included in the policies reviewed

SUMMARY OF RESEARCH:

Policy information for several transportation and toll agencies throughout the country was reviewed. While many of these organizations had no written policies on memorials, we did find five State Departments of Transportation which have formal policies in place. These included the Departments of Transportation from California, Louisiana, New York, Texas, and Utah. The North Texas Toll Authority (NTTA) was the only toll agency found to have a written policy which prohibits the inclusion of gateway monuments within their facility corridors. Attachment A provides a summary matrix containing the key policy elements related to the use of gateway monuments for each entity.

ASSESSMENT OF RESEARCH:

Numerous elements of these policies were assessed to identify the commonalities within the research data set and determine if there were truly standard approaches across the majority of the group. Following is a brief narrative regarding the key policy element similarities and differences between the agencies.

Proposal:

All of the policies include a permitting process that is initiated by the local entity. The majority of these policies required submittals from a licensed professional engineer, architect, or landscape architect. Required elements of the submittals typically include:

- Shop Drawings and Specifications for all proposed materials
- Traffic Control Plans (as needed)
- Landscape Irrigation and Lighting Plans (as needed)

- Construction Schedule
- Cost Estimate
- Proposed Maintenance Plan and Schedule
- Environmental Documentation

Design of Monument:

Requirements for the design of the monument were given by most of the policies. These requirements were put in place to ensure an aesthetically pleasing and non-obtrusive element.

- Size:
 - Commonly, monuments were limited to dimensions of 20' in width and 20' in height above finished grade.
 - Additional parameters typically included total volume not to exceed 353 cubic feet and a maximum monument face of 400 square feet.
 - The monument must be freestanding.
- Materials:
 - Materials which are durable for the projected life of the monument.
- Content
 - Monuments are generally required to incorporate the official community name, logo graphic seal, or slogan that has been historically associated with the community.
 - Include anti-graffiti coating.
 - Shall not contain any religious, political, special interest, private, or commercial messages of any sort (in all cases).

Location Requirements:

- Lateral Offset:
 - In all cases the placement of the monument was limited to areas outside of the clear recovery zone for both mainlane and frontage road traffic.
 - A limit of one monument per community in each direction of travel (north, south, east, and west) was also usually imposed.
- Safety and Maintenance:
 - The monument generally must be located where maintenance can be safely performed and accessed.
 - The monument must always be placed to not interfere or obstruct any existing regulatory or warning sign.

CONCLUSION & RECOMMENDATIONS:

Considering the five policies reviewed from State Departments of Transportation, these policies were found to have similar regulations and requirements. The focus of these policies being to establish financial responsibility (as the Local Entity's); provide components to be included in the proposal process; and define regulations related to the design, installation, and maintenance

of the monument.

In review of several toll agencies (Harris County Toll Road Authority in Houston, Texas; State Road & Tollway Authority in Atlanta, Georgia; Orlando-Orange County Expressway Authority in Orlando, Florida; New Jersey Turnpike Authority; etc.), it was found that standing policies for gateway monuments are not in effect. As previously stated, NTTA is the only agency among the research data set that has an explicit policy regarding gateway monuments. It is the practice of the NTTA to prohibit the placement of monuments within their right-of-way. The reason for this policy, as well as the lack of policies addressing gateway monuments for other toll agencies may be due to the fact that these agencies own and operate roads that are within urban city limits. Hence there is little need for community gateway monuments in these areas. Additionally, there are an increased (relative to a non-tolled roadway) number of signs present on the roadway which are necessary to communicate tolling rates and policies. Allowing gateway monuments on tolled facilities can cause an overly crowded right-of-way and pose issues in obstructing signage which is essential to the operation of the facility. For these reasons it is recommended that the Mobility Authority adopts a policy which allows gateway monuments to be placed only outside of the frontage roads.

Attachment [1]

CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY
RESEARCH SUMMARY REGARDING GATEWAY MONUMENTS POLICY ELEMENTS OF OTHER AGENCIES

ATTACHMENT A

Agency	Size	Placement	Maintenance	Installation	Financial Responsibility	Proposal Requirements
California DOT	Maximum size shall fit within 353 cubic feet. Shall not exceed 20 feet in width or height above existing grade.	Placement outside of the Departments ROW should be considered as first option. Must be located well outside of clear recovery zone.	To be maintained by the local entity. Must provide regularly scheduled maintenance.	Will be installed by local entity.	Will be borne by local entity.	Proposal for monument must include submittal from licensed Professional engineer, architect, or landscape architect.
TxDOT	Monument face shall not exceed 400 square feet. Shall not exceed 20 feet in width or height above existing grade.	Must be located well outside of clear recovery zone for main lane and frontage road traffic. Must be located where maintenance can be safely performed in conformance with TxDoT procedures.	To be maintained by the local entity. Must provide regularly scheduled maintenance.	Will be installed by local entity.	Will be borne by local entity.	Proposal for monument must include submittal from licensed Professional engineer, architect, or landscape architect.
NYDOT	The maximum size shall not exceed 32 square feet. It shall be sized and located to not obstruct the view of any regulatory or warning sign.	Outside of clear zone and outside of deflection distance of any rail or barrier for rural highways. Minimum 12' from edge of roadway. Minimum 6' from edge of shoulder, Minimum 2' from curb face. Outside of deflection distance for Urban highways.	To be maintained by the local entity. Must be performed under an annual maintenance highway work permit.	Will be installed by local entity.	Will be borne by local entity.	Request for Decorative Community Gateway Signing Permit must be submitted.
Louisiana DOT	Not specified/ As approved by the District Traffic Operations Engineer.	Must be installed outside of clear zone or an breakaway support. As approved by the District Traffic Operations Engineer.	To be maintained by the local entity.	Will be installed by local entity.	Will be borne by local entity.	Must be signed by local government official. Must include shop drawings, lighting plan and landscape plan (if applicable).
Utah DOT	Not specified	Sufficient ROW must available for installation of the monument or gateway feature while maintaining safety features of the highway.	To be maintained by the local agency in an aesthetically pleasing condition.	Will be installed by local entity.	Not Specified.	Must include list/map of location, drawing, and description of monument including building materials.

Note: The NTTA's (North Texas Toll Authority) Supplemental Signing Policy prohibits the placement of gateway monuments within their Right-of-Way.