



## ADMINISTRATIVE PROCEDURES

Procedure Number: 54-6Effective Date: 08/12/2010Revision Date: 05/03/2012

*C. J. Schubert*  
County Administrator

SUBJECT: Enforcement Procedures for Temporary Signs in County Rights-of-Way

DEPARTMENTS RESPONSIBLE: Public Works Administration; Department of Transportation; Development Services Department.

### I. STATEMENT OF PURPOSE

Pima County is responsible for maintaining public safety in its public rights of way and for preserving the scenic corridors within the County. Any sign not authorized by the State or the County shall be removed from County rights-of-way unless the sign is temporary in nature, related to a non-commercial event and does not interfere with the County's regulatory responsibilities.

### II. PROCEDURE

A. The Pima County Department of Transportation (PCDOT) shall remove all signs placed in Pima County rights-of-way unless:

- the sign is temporary in nature and refers to a non-commercial event: for the purposes of this Procedure a sign is temporary if it is not in the right-of-way for more than sixty days before the event advertised, and not more than fifteen days after the event occurred;
- the sign is not located on a center median or island and not within twenty feet of a street corner or intersection since these locations have been determined to be fundamentally hazardous according to the Federal Roads and Streets Standards (Federal Highway Administration <http://safety.fhwa.dot.gov/intersection/resources/intsafestratbro/uc2.cfm>);
- the sign is not placed in such a manner that will interfere with vehicular, cycle or pedestrian travel;
- the sign is not attached to an existing sign, pole or post legally placed in the right of way;

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- the sign does not impede clear view in any direction and does not obstruct the view of motorists entering the public roadway from any adjacent parking area, alley or other vehicular access point.

B. PCDOT shall contact the sign owner within 24 hours of removal if the sign is in violation of State Law or this Procedure. Signs removed from the public right of way by PCDOT will be stored at the County's warehouse facility at 1313 S. Mission Road. Signs may be claimed by an individual or organization during warehouse hours Monday through Thursday, 8:00 am to 5:00 pm.

C. Nothing in this Administrative Procedure shall be deemed to allow signs in County rights of way that are otherwise prohibited by law.

### **III. DISTRIBUTION OF NOTICE**

A notice form outlining the information contained in this Procedure will be distributed periodically by the PCDOT to any person or organization the PCDOT believes may wish to place temporary signs in the County right of way.