



Winnebago County

Highway Commission

The Wave of the Future

April 2 , 2018

Dear Perspective Businesses:

I would like to thank you for your interest in Winnebago County's Directional Sign Program. Enclosed you will find an application form with the specific requirements regarding applying for sign placement. I would ask that you review the form and if you are willing to comply with the requirements as set forth, you may complete the application and return it to our office. We will review and notify you whether or not the application and sign placement locations can be accepted. We prefer that sign locations be limited to the nearest County Road and route to your location. Under some circumstances additional locations may be permitted, these will be addressed on a case by case basis. Additional locations can be noted on the remarks area of the application, if there are three or more additional locations please use another application sheet.

In an effort to ensure installations meet MUTCD Standards the Department will perform the ordering and installations of the signs. You will be invoiced for the material costs. The department will perform the installations at no cost in an effort to reduce cluttering signs in the right of way. Upon installation of directional arrows all previously installed signs to your location will be removed by the department.

Again, I want to thank you for your interest in our program. If you have any questions regarding this matter, please contact my office at (920) 232-1700.

Sincerely,

A handwritten signature in black ink, appearing to read 'Raymond Palonen', written in a cursive style.

Raymond Palonen
Winnebago County Highway Commissioner

RP:bt

Enclosures

APPLICATION - AUTHORITY TO ERECT DIRECTIONAL SIGNS

1. Sign Location At:	Highway Number	WTH:	Street/Road/Highway Number
IN: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village		County	
OF:		OF:	
Sign Wording			

2. Sign Location At:	Highway Number	WTH:	Street/Road/Highway Number
IN: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village		County	
OF:		OF:	
Sign Wording			

3. Sign Location At Entrance to Establishment On:	Street/Road/Highway Number
IN: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village	County
OF:	OF:
Sign Wording	

Remarks - Type of business, facilities available, traffic generation potential, etc.

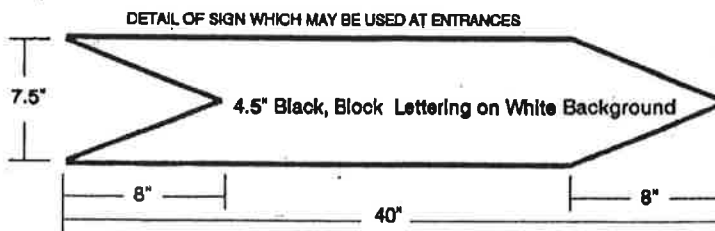
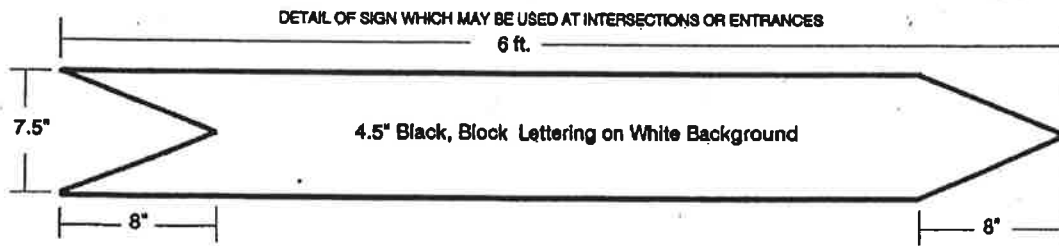
Applicant Name	Applicant Address
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I apply for authority to erect and maintain guidance signs at the locations listed on this application. I certify and agree that these signs will conform to the approved design of the Wisconsin Department of Transportation and that I will comply with all of the regulations under which authority these signs may be erected.

X _____
(Applicant Signature) (Application Date)

APPLICANT DO NOT WRITE BELOW THIS LINE

Approved By X _____
(Approved Date)



Sign Erection Regulations

Extracted from Chapter Trans 200, Wisconsin Administrative Code

Trans 200.02 Authority for the erection of signs:

- (1) The department of transportation or its authorized representatives in the case of the marked routes of state trunk highways, and local authorities with respect to highways under their exclusive jurisdiction, may place and maintain such traffic signs and signals as they deem necessary to warn, guide, inform, and regulate traffic, and also such signs and signals as are expressly permitted or required by the statutes or by these regulations, subject, however, to such limitations and restrictions as are contained in the statutes and these regulations.
- (2) The department of transportation with respect to the state trunk highway system, and local authorities with respect to highways under their jurisdiction, may erect or permit any department of the federal, state or local government to erect such standard signs as the department of transportation or local authorities deem necessary to inform and warn the public of federal or state laws, local ordinances and lawful regulations by any such department.

Trans 200.03 Guidance signs for resorts, hotels, county institutions, etc.

- (1) Any person or persons conducting a summer or winter resort, hotel, or any place of public entertainment or instruction, or any place of religious worship, or persons having charge of any county institution or of any scientific experiment for the furtherance of agriculture or other science or art may be permitted to erect guidance signs of a type approved by the department subject to the conditions contained in this section.
- (2) No guidance sign may be permitted on freeways, including the national system of interstate highways.
- (3) Only where such institution or business is located removed from the state trunk highway system may such guidance signs be erected.
- (4) Such guidance signs may be erected at only two intersections of the state trunk highway system with county highways or town roads, and at such intersections of county or town highways as are deemed necessary by the local authorities having jurisdiction over those highways.
- (5) One sign of an approved size and shape may be erected at the entrance to any of the enumerated institutions or businesses.
- (6) No person may be permitted to erect or maintain a guidance sign on a highway if that person has any advertising in the vicinity of the intersection where the guidance sign is proposed to be erected or has a business sign under 200.06 on the same highway.
- (7) All guidance signs erected on any public highway shall be of a type and design approved by the department. No flashing, illuminated, or reflecting signs or installation shall be permitted.
- (8) No guidance sign may be erected upon state trunk highway right of way at an intersection with the state trunk highway system until the location and manner of erection of the sign have the written approval of the department. No guidance sign may be erected on the right of way of a county and town highway until the location and manner of erection of the sign have the written approval of the local authorities having jurisdiction over the said highway.
- (9) All guidance signs and their supports shall be maintained in good condition. Signs or installations not satisfactorily maintained shall be removed by the officers in charge of the maintenance of the highway.

Trans 200.04 Prohibited signs and signals.

- (1) No person may erect, cause to be erected, permit to be erected or maintain any advertising, warning, route, guide, information, or regulatory sign or signal within the limits of any highway except as authorized in sections 200.02, 200.03, 200.05 or 200.06.
- (2) No person may place or maintain nor may any public authority permit upon any highway any official traffic control device bearing thereon any commercial advertising except as authorized in 200.06.