

GUIDELINES FOR SIGNING ON STATE TRUNKLINE HIGHWAYS



**PREPARED BY
TRAFFIC AND SAFETY**

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"Providing the highest quality transportation services for economic benefit and improved quality of life."

Attention Department Users

Refer to the Department's website to verify the accuracy and current version of these guidelines.

MICHIGAN DEPARTMENT OF TRANSPORTATION

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FORWARD

In accordance with the State Transportation Commission, individual requests for installation of official highway signs will be evaluated in accordance with the approved Department Guidelines contained herein, Michigan Manual of Uniform Traffic Control Devices, Michigan Vehicle Code, and Federal Standards.

James D. Culp
Engineer of Traffic and Safety

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INTRODUCTION

DEPARTMENT FUNCTIONS AND RESPONSIBILITIES

The Michigan Department of Transportation (hereinafter referred to as Department) has the primary responsibility to develop, maintain, and operate a statewide trunkline highway system designed to move traffic from one destination to another in a safe, efficient, and expeditious manner. Erecting and maintaining highway traffic signs on the state highway system are a part of this responsibility and a requirement in Section 609 of the Michigan Vehicle Code (MVC).

Standards for the design and application of all highway traffic signs erected on public highways are specified in the Michigan Manual on Uniform Traffic Control Devices (MMUTCD) which, in turn, is required by Section 608 of the MVC to conform to national standards on highway signing.

NEED FOR SIGNING GUIDELINES

Enactment of the Highway Advertising Act of 1972 (Act 106 of the Public Acts of 1972) and its subsequent amendments have placed severe restrictions on billboard advertising, thus increasing the demand on the Department to place additional directional information signs within highway right-of-way. In order to respond to all sign requests in a fair and consistent manner, the State Transportation Commission recognizes the need to establish signing guidelines that will address all aspects of highway signing while maintaining a safe and logical sequence of informational displays along state trunkline highways. Further information on Act 106 of the Public Act of 1972 and its impacts can be found in the Department's Highway Advertising Manual.

Although the aforementioned MMUTCD contains standards for design and application of traffic control devices, it does not contain specific criteria on the following subjects for all signs: (1) allowable sign messages, (2) qualifications which allow placement of highway signs for various facilities and/or activities, or (3) priority (ranking) of the various sign groups on the basis of highway user needs which, in turn, should determine the selection process for sign installations.

The guidelines set forth in this publication address these subjects and provide criteria by which to evaluate all highway signing requests consistently and equitably and to ensure that information is not displayed that has little value to general highway users.

HUMAN FACTORS

As vehicles move along a highway each driver is confronted with many elements competing for his attention; e.g., presence of other vehicles, roadway alignment and other design features, billboards, official traffic signs, traffic signals, pavement markings, commercial development, rural and urban environs, different levels of lighting, and adverse weather conditions. Any or all of these factors may affect highway safety, as well as the driver's ability to see, assimilate, and react to pertinent highway sign messages.

Studies of human behavior have shown that a driver can focus attention on only one thing at a time, but can respond rapidly to several stimuli. However, receiving too much information in a short time can adversely affect the driver's ability to process the information effectively, causing information overload. Information overload is a condition where the driver is unable to perceive and/or use the information displayed. When this condition occurs, the driver will shift attention from one source of information to another and may miss critical sign messages.

Considering the large number of highway elements and complexities confronting each driver it is apparent that the amount of information which can be effectively conveyed by traffic signs is limited. For this reason it is necessary to have guidelines for signs and sign group priorities to avoid information overload and to ensure that essential signs are in place for the general motorist.

SIGNING PRIORITIES

Basic concepts of traffic engineering recognize that the primary functions of traffic control signs are to warn, regulate, and guide traffic. Sign spacing and the amount of information displayed have an impact on the driver's ability to read and respond to sign messages in an expected, predictable manner.

Accordingly, the primary function of traffic control signs is to enable drivers to react promptly, naturally, and safely to the traffic and design conditions encountered, to inform on the regulations and use of streets and highways, to warn of unexpected highway conditions which require extra care in driving and to provide guidance to major destinations.

Secondary functions of traffic control signs are to advise drivers of various services normally required to complete an extended journey (emergency services, motorist services, public transportation), and of supplemental services, such as recreational facilities, places of interest and attractions.

Traffic control signs can be classified into eight basic sign groups. Following is the order of priorities adopted by the national committees of the American Association of State Highway and Transportation Officials and Institute of Transportation Engineers for these sign groups, and a brief description of the function of each sign group:

Group

No. Sign Type

1. **REGULATORY SIGNS** - Inform the driver of traffic or regulations concerning vehicle operation on the highway (i.e.; stop, yield, speed limit signs, etc.).
2. **WARNING SIGNS** - Advise the driver of unexpected highway conditions which require extra care in driving (i.e.; curve, stop ahead, Chevron signs, etc).
3. **NAVIGATIONAL GUIDE SIGNS** - Identify the route or routes that the driver may follow to complete a trip, including directions and distances to cities and other destinations (standard guide signs; i.e., route markers, distance and destination, exit direction, etc.). Advise the driver of destinations accessible other than those shown on standard guide signing (i.e.; township supplemental freeway signing).
4. **EMERGENCY SERVICES SIGNS** - Advise and direct the driver to facilities providing emergency services or assistance. Such facilities include hospitals providing emergency medical treatment and state, county or local enforcement agencies
5. **MOTORIST SERVICES SIGNS** - Advise and direct the driver to basic services normally needed to complete a long trip (i.e.; gas, food, lodging, and camping, tourist information centers, welcome centers, and rest areas).
6. **PUBLIC TRANSPORTATION SIGNS** - Advise and direct the driver to facilities that provide commercial and public passenger travel service (i.e.; airports, train stations, bus stations, vehicle ferry docks).
7. **TRAFFIC GENERATOR SIGNS** - Advise and direct the driver to activities, facilities or special points of interest which attract a significant number of people who are unfamiliar with the local area and/or access routes.
8. **GENERAL INFORMATION SIGNS** - Advise the driver of information that may be of interest and in most instances a geographic reference, although not directly necessary for travel (i.e.; political boundary limits, landmarks, Historic Site, Adopt-A-Highway, Heritage Routes, Memorial Signing, Tourist Oriented Directional Signs (TODS), etc.).

Within a certain distance in advance of an interchange or intersection, signing needs will be evaluated and signs installed in descending priority providing that a minimum standard spacing between signs is maintained, thus avoiding informational overload and potential driver confusion.

It may be necessary to rank signs within a single priority group. An example of this situation would be where there are more qualifying traffic generators than can be accommodated under the established guidelines. In this circumstance, the qualifying generators will be ranked according to attendance and those exceeding the warrants the most will be given priority.

SIGNING PRINCIPLES

The design (shape, size, and color) of traffic signs used in Michigan conforms as nearly as possible with national sign standards. Uniform use and standardization of traffic signs are desirable to ensure instant recognition and uniform interpretation by all drivers.

A traffic sign should be installed only if it fulfills a specific need. In order to be effective, a sign should have attention value, a clear simple message, be well maintained, and be located such that drivers have adequate time to see, comprehend and respond appropriately.

Information overload may result from too many signs, nonessential signs, insufficient spacing between signs, excessive lines of legend, inadequate conspicuity or legibility, or a combination of these factors.

Regulatory and warning signs should be installed only where mandated or warranted so that their effectiveness will not be diminished by excessive use.

Guide signs should be installed when they are essential to the motorist or are beneficial to a significant number of drivers.

In general, guide signs along a highway are necessary for motorists who are unfamiliar with the route and need guidance to reach their destinations. The most important guide signs are those which provide guidance to major metropolitan areas and/or highway routes or places of national prominence.

Signs serving other destinations (excluding cities, villages, routes, etc.) are classified as supplemental guide signs. Sign priority groups 4 through 8 are considered supplemental guide signs. Supplemental guide signs are secondary to principal signing (groups 1 through 3) needs and should be used sparingly. Supplemental guide signs are used to guide motorists who

are seeking a specific traffic generator facility. Installation of supplemental signs may be justified when visitation or attendance volumes are high and a significant percentage of motorists seeking a traffic generator are unfamiliar with its location and access routes. Supplemental guide signs are not intended to advertise or to promote a facility, or to increase its visitation or attendance volumes. "As per the Federal Manual on Uniform Traffic Control Devices, both Specific Service (Logo) Signs and Tourist Oriented Directional Signs (TODS) provide business identification and directional information for essential motorist services and for businesses deriving a major portion of income and/or visitors from motorists not residing in the immediate area respectively. Both sign programs are mandated by Michigan statute."

Supplemental guide signs can reduce the effectiveness of other essential signing. For this reason, the Department has established minimum warrants for such signing which considers such factors as area population, attendance, interchange complexity, distance from the highway and the importance of the destination or facility.

Placement of supplemental guide signs for a traffic generator should be limited to the closest state highway providing the most direct and appropriate access. Signing which would require a motorist to travel on the crossroad beyond another state highway and/or through a community is not allowed. Supplemental signs shall not be installed in advance of an interchange connecting two freeways or at an intersection of two non-freeways unless permitted by these guidelines.

Supplemental guide signs for traffic generators located within a community should not be installed outside the corporate limits of that community. A motorist traveling from a rural area must first be guided to the community before having need for traffic generator signing. The standard guide signing for communities currently serves this primary function. An exception to this rule may be made for freeways when it becomes necessary to differentiate between multiple interchanges serving the same community. In that case, supplemental guide signs may be allowed outside the corporate limits in order to guide traffic to the most efficient access route to a facility.

If the principles herein discussed are to be preserved, limits must be imposed and priorities established for highway signing. These guidelines have been developed to accomplish this objective.

SIGN SPACING

Actual sign installation will depend on whether there is sufficient longitudinal space to accommodate the new sign installation without violating the minimum allowable spacing between signs. The minimum spacing between standard guide signs should not be less than 240 m (800 feet) on rural freeways and 180 m (600 feet) on urban freeways. For non-freeways, the minimum spacing is 105 m (350 feet) in rural areas and 60 m (200 feet) in urban areas. This minimum spacing between principal guide signs will not be violated for the purpose of signing to traffic generator facilities.

On the state trunkline system, there are limits for the placement of signs pertaining to freeway interchanges and non-freeway intersections. For freeways, the limit for signs in advance of an interchange is the allowable advance guide signing distance for that interchange or two miles maximum.

For interchanges spaced closer than two miles, the first sign may be placed closer than the two miles maximum but should not overlap the signing for the previous interchange. This is what is known as allowable advance guide signing distance.

For non-freeways, the limit for signs in advance to an intersection is 750 m (2,500 feet) or not beyond a previous intersection, whichever distance is less.

SIGN SUPPORTS

All signs within the Department right-of-way shall be mounted on supports in accordance to the Department's Sign Support Typical Plans. These supports are designed to maintain rigidity against wind forces and other non-impact loads but, for roadside installations, will yield when struck by a vehicle. For overhead cantilever and truss signs, the supports within the clear zone must be protected by guardrail, barrier, or an energy absorbing system. Such characteristics for the supports decreases the potential for injury or fatal crashes if a vehicle were to strike the sign support or its protecting device.

Wood and steel are the two materials used for roadside sign supports. Wood posts come in two sizes; 100 mm x 150 mm (4 in x 6 in) and 150 mm x 200 mm (6 in x 8 in) and must be drilled perpendicular, as illustrated in the typical plans, to the traffic flow to allow the post to break away when struck.

Steel posts are either the U-channel (or commonly known as 4.5 kg/m [3 lbs/ft] posts) or the square tubular post. The U-channel post is the commonly used support for small roadside signs due to its ease of installation. Square tubular steel posts are primarily intended for use in urban areas,

channelization islands, and other specified locations requiring multiple sign panel installations.

Steel column breakaway posts are used for the larger roadside sign installations. The breakaway feature is accomplished by adding a slotted plate to the top of the foundation post and another slotted plate to the bottom of the sign post, and by cutting the post just below the sign panel and adding a hinge system. The bottom plates are then bolted together at a specified torque. When struck, the post slips off the foundation at the bottom, and rotates around the hinge plate below the sign panel. This allows the vehicle to safely pass under the sign after impact.

For installation of signs over the roadway, bridge mounts, cantilevers, and trusses are used. Each of these supports is made of steel. The selection of the appropriate overhead support will depend on the available room, roadside or bridge structure, and the message being displayed.

NON-CONFORMING SIGNS

Highway traffic signs already installed which are not in compliance with these guidelines or provisions contained in the Michigan Manual of Uniform Traffic Control Devices, shall be removed when they are damaged or in need of maintenance. The affected person or agency will be notified, if possible, of the Department's intent at least 30 days prior to sign removal. If any non-conforming sign is a safety hazard, it shall be removed immediately.

UNAUTHORIZED SIGNS

All highway traffic signs installed without the approval of Region Traffic and Safety representative as per guidelines and Section 609 of the MVC will be considered unauthorized and therefore may be removed immediately by the Department without prior notice. For a listing of non-facility signs prohibited on state trunklines see Section 9.

TEMPORARY SIGNS

Signs of various types such as political candidate, open house, or special event directional signs are sometimes placed within Department right-of-way. These types of signs are temporary, but are still encroachments and *may* be a safety hazard to the motorist. The following which addresses temporary signs is from the Department's Construction Permit Manual (CPM 7.18):

- A. This type of signing is allowed by the Department if it meets one of the following conditions:

1. For uncurbed non-freeways, temporary signs must be more than 9.1 m (30 feet) from the edge of roadway (white line) or no nearer than an existing utility pole line.
2. For barrier curbed non-freeways, temporary signs must be more than 0.9 m (3 feet) from the back of curb.

All temporary signs which do not meet one of the above conditions shall be removed. In addition, all temporary signs within the Department's right-of-way as described below will be removed.

1. Temporary signs within a marked clear vision area at intersections.
2. Temporary signs that interfere with the sight distance for a vehicle at intersections or commercial driveways.
3. Temporary signs on freeways, including ramps.
4. Temporary signs remaining within the right-of-way more than ten days after an election or event.

Removed signs shall be tagged and marked indicating the location from which they were removed, the distance from the roadway, and the date of removal. An Encroachment Notice (Form 2217 or 2218) *may* be used as a tag. A removed sign should be stored at the nearest Region Office or maintenance garage for at least seven days after which it may be disposed of.

- B. If any sign in the right-of-way is a permanent-type structure, political or otherwise, it should be treated as an encroachment. An encroachment notice (Form 2217 or 2218) should be served with a 30-day notice to remove the structure unless the permanent sign is a safety hazard, then it *may* be removed immediately.

Refer to the Highway Advertising Manual or Construction Permit Manual for further information on addressing non-traffic sign requests and/or concerns.

The following Sections 1 through 8 present a brief description of the function, design, and warrants for each of the aforementioned highway sign groups.

REGULATORY SIGNS

1.1 Function

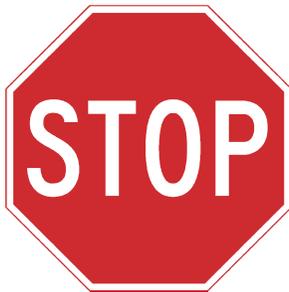
Regulatory signs inform the driver of traffic laws or regulations concerning vehicle operation on the highway.

1.2 Design

Except for stop and yield signs, Regulatory signs are rectangular and generally have black or red legend on white background.

1.3 Classification and Warrants

The application of regulatory signs is governed by the current edition of the Michigan Manual on Uniform Traffic Control Devices, the Michigan Vehicle Code, and Department instructional memoranda.



WARNING SIGNS

2.1 Function

Warning signs advise the driver of unexpected highway conditions which require extra care in driving.

2.2 Design

Most warning signs are diamond-shaped and have black legend on yellow background. Warning signs in construction or maintenance work zones have black legend on orange background. For a few special designs, the shape of sign is triangular or rectangular, but the colors remain the same as other standard warning signs.

2.3 Classification and Warrants

The application of warning signs is governed by the current edition of the Michigan Manual on Uniform Traffic Control Devices, the Michigan Vehicle Code, and Department instructional memoranda.



NAVIGATIONAL GUIDE SIGNS

3.1 Function

Navigational guide signs identify the destination and route number as well as distances and directions to communities or other places of interest (standard guide signs). Supplemental navigational guide signs (i.e.; township freeway signing) advise the driver of destinations accessible other than that shown on standard guide signing.

3.2 Design

Except for route markers, navigational guide signs are rectangular in shape and have white legend on green background. Route marker shields vary in shape and color depending on the route identified.



3.3 Classification and Warrants

The application of navigational guide signs is governed by the current edition of the Michigan Manual on Uniform Traffic Control Devices, the Michigan Vehicle Code, and Department instructional memoranda.

3.4 Township Freeway Signing

Signing for townships on freeways is considered supplemental signing. Therefore, these signs should be ground-mounted and have the legend "_____ Township NEXT _____ EXITS" or "_____ Township EXIT _____".

In order to qualify for freeway signing, townships must meet the following warrants:

1. The township must have a 25,000 population based on the latest U.S. census.
2. The township must be shown on the official Department state transportation map.
3. The township must have a central business district or downtown area.
4. The township's center must be within five miles of the freeway exit and needs to be signed by the county if not on a direct roadway.
5. The central business district or downtown area must not be known by some other name.
6. Townships over 25,000 population that have freeways passing through them shall be signed the same as cities.
7. The township must have a post office.
8. The township must request a guide sign by official township board resolution.
9. The township must have a different name than a city, village, or community located within it.

3.5 Designation of Destinations

State trunkline freeways and non-freeways offer superior traffic service to population centers located on or near them. For this reason, the direction of a roadway and the major destinations or “control cities” along it must be clearly identified through the use of appropriate destination legends. Successive guide signs shall provide continuity in destination names and consistency with available map information. At any decision point, a given destination shall be indicated by way of only one route.

The determination of major destinations or control cities is important to the quality of service provided by the freeway. Control city legends should be used in the following situations along a freeway:

- a. At interchanges between freeways;
- b. At separation points of overlapping freeways routes;
- c. On directional signs on intersecting routes, to guide traffic entering the freeway;
- d. On Pull Thru signs; and
- e. On the bottom line of post interchange distance signs.

On non-freeways, control city legends should be used in the following situations:

- a. On destination signs; and
- b. On the bottom line of post municipality and major intersection distance signs.

For the Interstate, the “List of Control Cities for Use in Guide Signs on Interstate Highways” as published by the American Association of State Highways and Transportation Officials designates what control cities or reference hubs are to be used on guide signs. On non-interstate freeways and non-freeways, the Department has determined the reference hubs.

Control cities are major destinations and population centers located on or near the freeway or non-freeway, thus they are referred to as Major Reference Hubs. Although these cities are listed sequentially along specific routes, it is desirable to select additional ‘control city’ destinations or Minor Reference Hubs whose location may be more readily recognized by the traveler than to the city which may be listed next in the sequential order. To provide continuity and consistency, reference hubs should remain the same on all successive signs throughout the length of the route until that destination is reached. Continuity in signing for reference hubs should be maintained as a route continues into another state.

Following are Major and Minor Reference Hubs for freeways and non-freeways:

FREEWAYS

Route No.	Major Hub(s)	Minor Hub(s)
I-69	Ft. Wayne, IN, Lansing, Flint, Port Huron	Angola, IN, Coldwater, Marshall, Charlotte, Lapeer, Imlay City
I-75	Toledo, OH, Detroit, Flint, Saginaw, Sault Ste. Marie	Monroe, Pontiac, Bay City, West Branch, Grayling, Gaylord, Mackinaw City, St. Ignace
I-94	Chicago, IL, Detroit, Port Huron	New Buffalo, Benton Harbor, Paw Paw, Kalamazoo, Battle Creek, Marshall, Jackson, Ann Arbor
I-96	Muskegon, Grand Rapids, Lansing, Detroit	Howell, Brighton
I-194	Battle Creek	-----
I-196	Chicago, IL., Holland, Grand Rapids	Benton Harbor
I-275	Toledo, OH, Flint	----
I-475	Flint	
I-675	Saginaw	
I-696	Lansing, Port Huron	Roseville, St. Clair Shores, Novi, Farmington Hills
US-10	Midland, Bay City, Clare	Ludington
US-23	Toledo, OH, Flint	Ann Arbor, Brighton
US-31	South Bend, IN, Muskegon, Traverse City	Niles, Holland, Grand Haven, Ludington, Manistee, Charlevoix, Petoskey, Mackinac City
US-127	Jackson, Lansing, Clare	Bryan, OH, Mason, St. Johns, Ithaca, Mt. Pleasant, Harrison, Grayling
US-131	Grand Rapids, Cadillac	Three Rivers, Kalamazoo, Big Rapids, Petoskey
M-6	Holland, Lansing (Pending completion. . .)	
M-14	Ann Arbor, Livonia	Detroit
M-53	Detroit	Imlay City, Bad Axe, Port Austin
M-59	Pontiac	Utica, Mt. Clemens, Howell

NON-FREEWAY

Route No.	Major Hub(s)	Minor Hub(s)
US-2	Ironwood, Escanaba, St. Ignace	Iron Mountain, Manistique
US-12	New Buffalo, Detroit	Niles, Sturgis, Coldwater, Ypsilanti
US-23	Standish, Alpena, Mackinaw City	Tawas City, Rogers City, Cheboygan
US-24	Toledo, OH	Monroe, Pontiac
US-41	Menominee, Escanaba, Marquette	L'Anse, Houghton, Copper Harbor
M-15	Bay City	Clarkston, Davison
M-18	Beaverton	US-10, Gladwin, Roscommon

M-19	-----	New Haven, Yale, Sandusky, Bad Axe
M-20	-----	US-31, White Cloud, Big Rapids, Mt. Pleasant, Midland
M-21	Grand Rapids, Flint, St. Johns, Ionia	Owosso
M-24	Pontiac	Lapeer, Caro
M-25	Port Huron, Bay City	Port Austin
M-28	Ironwood, Marquette, Sault Ste. Marie	Munising, Newberry
M-30	-----	US-10, M-61, West Branch
M-32	Charlevoix, Alpena	East Jordan, Gaylord
M-33	-----	I-75, Rose City, Mio, Atlanta, Onaway, Cheboygan
M-35	Menominee, Escanaba, Marquette	-----
M-37	Battle Creek, Grand Rapids, Traverse City	Hastings, Newaygo, White Cloud, Baldwin
M-43	Kalamazoo, Lansing	South Haven, Hastings, I-96
M-45	Allendale	
M-46	Saginaw (Off US-131)	
M-48		Rudyard, Pickford
M-50	Grand Rapids	Charlotte, Jackson, Monroe
M-52	Saginaw	Adrian, I-96, Owosso
M-55	-----	Manistee, Cadillac, West Branch, Tawas City
M-57	-----	US-131, Greenville, Chesaning
M-60	-----	Niles, Three Rivers, Jackson
M-61	-----	M-115, Harrison, Standish
M-65	-----	US-23, M-32, Rogers City
M-66	Battle Creek	Sturgis, Ionia, US-10, Charlevoix
M-72	Traverse City	Grayling, Harrisville
M-77		Grand Marais, Seney, Germfask
M-79	-----	Hastings, Charlotte
M-80		Kincheloe
M-94	-----	Manistique, Munising, US-41
M-117		Engadine
M-123	Newberry	Moran, Paradise, Trout Lake
M-129	Sault Ste. Marie	Cedarville
M-134		Detour Village, Cedarville
M-185		Mackinac Island
M-221		Brimley



3.6 Advance Road and Street Name Signs

On rural non-freeways, crossroad signs may be used in advance of major hard surfaced crossroads. Such signs may also be used in advance of other rural and urban intersections on non-freeways if deemed necessary by the Region Traffic and Safety representative. (Note: Black on yellow crossroad signs may be used in lieu of white on green crossroad signs on non-freeways only. If used, the black on yellow crossroad sign shall be combined with a warning sign.)

On freeways, crossroad signs are normally installed on overpassing bridge structures or at the roadsides where roadways pass beneath freeways. These signs may be omitted at interchanges where the road name has been displayed on advance exit signing.

Placement and maintenance of all advance road name signs on state trunklines are the responsibility of the Department. The name chosen for display on any road name sign shall be the one officially designated by the county or, where appropriate, the street administrator of a municipality having jurisdiction at the location.

Street name signs, located at the point of a street/highway intersection, are the responsibility of the local governmental agency having specific political jurisdiction at the location.



EMERGENCY SERVICES SIGNS

4.1 Function

Emergency service signs advise and direct the driver to facilities providing emergency service or assistance. Such facilities include hospitals providing emergency treatment and state, county or local enforcement agencies.

4.2 Design

Emergency services signs have white legend or symbol on blue background and are rectangular in shape.

4.3 Classification

Emergency services signs are classified as follows:

Medical treatment (hospital emergency). As used in this subsection, "hospital" means a health facility that is licensed under Part 215 of the Public Health Code, 1978 PA 368, MCL 333.21501 to 333.21568 (Act 47 of the Public Acts of 1972).

Enforcement agencies (state police, sheriff and/or local enforcement).

4.4 Warrants

Emergency services signs are installed to benefit and assist motorists in emergency situations; they are not intended for purposes of advertising or promoting a facility.

Emergency services signs are not allowed in advance of an interchange connecting two freeways.

An Application for Emergency Service Signing (Form 1501C) must be completed by the owner or agent of the facility and returned to the appropriate Region Office for processing.

The appropriate emergency services signs may be installed for those facilities meeting the following requirements:

1. HOSPITAL

a. Freeway -

- 1) The facility must be designated as a hospital by the Michigan Department of Consumer and Industry Services and have a valid license.
- 2) The facility must provide 24-hour emergency services, seven days per week, 365 days a year and have a doctor on duty (or emergency care nurse on duty with a doctor on call).
- 3) The facility must be located within ten miles of the freeway to qualify for a hospital symbol sign.

If a hospital is within two miles from a freeway, the hospital may request to have its name or the name of the non-profit corporation which owns or operates the facility on the freeway exit emergency service sign.

For placement of hospital name signs, the hospital shall assume the cost of fabrication, installation, and maintenance of the sign. The department shall be compensated before installation of the sign. The design of the sign shall meet department standards. Signs displaying a hospital name shall be limited to a maximum 3 lines of legend, including the exit number or distance to exit. A request for a hospital sign may be denied if the department's priorities for sign installation can not be met. A maximum of two signs at the closest interchange to the hospital facility will be permitted. If more than two hospitals apply for signs, approval will be granted on a first come served basis.

- 4) The facility must be located on the intersecting crossroad or be properly trailblazed by the roadway agency having jurisdiction over affected roadways before signs are installed on the state highway.

- 5) An on-premise sign identifying the facility is required and informational pamphlets and brochures must include a map of the facility.
- 6) If hospital symbol signs are requested only the closest facility providing the most direct and appropriate route with minimal turns by the driver will be signed.
- 7) A roadside trailblazer (hospital symbol) sign must be installed at the entrance to the facility when the emergency driveway is difficult to detect from the highway.

b. Non-freeway -

Only hospital symbol signs will be permitted on non-freeway trunklines. Names of hospitals will not be allowed.

- 1) The facility must be designated as a hospital by the Michigan Department of Consumer and Industry Services and have a valid license.
- 2) The facility must provide 24-hour emergency services, seven days per week, 365 days a year and have a doctor on duty (or emergency care nurse on duty with a doctor on call).
- 3) The facility must be located within one mile of the non-freeway (except when trailblazing from freeways).

- 4) The facility must be located on the intersecting crossroad or be properly trailblazed by the roadway agency having jurisdiction over affected roadways before signs are installed on the state highway.
- 5) An on-premise sign identifying the facility is required and informational pamphlets and brochures must include a map of the facility.
- 6) Only the closest facility providing the most direct and appropriate route with minimal turns by the driver will be signed.
- 7) A roadside trailblazer (hospital symbol) sign must be installed at the entrance to the facility when the emergency driveway is difficult to detect from the highway.



2. STATE POLICE, SHERIFF AND/OR LOCAL ENFORCEMENT

a. Freeway -

- 1) The facility must have officers on duty 24 hours a day, seven days a week, and have an on-premise sign identifying the facility. If the hours requirement is not met, the facility shall have an emergency call box before signing can be considered.
- 2) The facility must be located within ten miles of the freeway.
- 3) The facility must be located on the intersecting crossroad or be properly trailblazed by the roadway agency having jurisdiction over affected roadways before signs are installed on the state highway.

b. Non-freeway -

- 1) The facility must have officers on duty 24 hours a day, seven days a week, and have an on-premise sign identifying the facility. If the hours requirement is not met, the facility shall have an emergency call box before signing can be considered.
- 2) The facility must be located within one mile of the non-freeway (except when trailblazing from freeways).
- 3) The facility must be located on the intersecting crossroad or be properly trailblazed by the roadway agency having jurisdiction over affected roadways before signs are installed on the state highway.



MOTORIST SERVICES SIGNS

5.1 Function

Motorist services signs display and direct the driver to those basic services normally needed to complete a long trip (i.e.; gas, food, lodging, camping, welcome centers, tourist information centers, and rest areas).

5.2 Design

Motorist services signs have white legend on blue background and are rectangular in shape. The legends are word messages or symbols.

5.3 Classification

Motorist services signs are classified as follows:

- Rest areas, roadside parks, tourist information centers, and welcome centers.
- Gas, food, lodging, and camping (Specific Service [Logo] Signing).
- Camping (those facilities not eligible for Logo or TODS signing).

5.4 Warrants

Motorists Services signs are not allowed in advance of an interchange connecting two freeways or at an intersection of two non-freeways.

The appropriate Motorist Services signs may be installed for those facilities meeting the following requirements:

1. REST AREA

- a. Freeway - All state-owned rest area sites servicing the freeway shall be signed.
- b. Non-freeway - All state-owned rest area sites servicing the non-freeway shall be signed.

2. ROADSIDE PARK

- a. Freeway - Not applicable.
- b. Non-freeway - All public roadside parks within state highway right-of-way shall be signed.

3. WELCOME CENTERS AND TOURIST INFORMATION CENTER

a. Freeway -

- 1) All state-owned welcome centers servicing the freeway shall be signed.
- 2) Local tourist information centers may have signs erected on the freeway provided that they meet the following requirements:
 - The tourist information center must be located within one mile of a freeway exit point.
 - Adequate parking facilities must be provided in the immediate vicinity of the tourist information center for passenger cars, recreational vehicles, and vehicles pulling trailers.
 - The facility must be operated by a nonprofit organization and be open to the public between the hours of 9 a.m. and 5 p.m., six days per week for at least six months each year.
 - The facility must provide, at no charge, those services normally received at official welcome centers that are owned by the state. These services include at least one counter attendant or receptionist, appropriate maps and brochures for the area, information relating to food and lodging accommodations, listing of locations

where vehicle services are available, information regarding emergency health facilities, and have public rest rooms on the premises.

- Trailblazer signs, when required, shall be the responsibility of the roadway agency having jurisdiction over the affected roadway. When required on local roads, these signs must be in place before signs are installed on freeways.
- An on-premise sign identifying the facility is required.

b. Non-freeway -

- 1) All state-owned welcome centers servicing the non-freeway shall be signed.
- 2) Local tourist information centers may have signs erected on the non-freeway provided that they meet the following requirements:
 - The tourist information center must be located within one mile of the non-freeway.
 - Adequate parking facilities must be provided in the immediate vicinity of the tourist information center for passenger cars, recreational vehicles, and vehicles pulling trailers.
 - The facility must be operated by a nonprofit organization and be open to the public between the hours of 9 a.m. and 5 p.m., six days per week for at least six months each year.
 - The facility must provide, at no charge, those services normally received at official welcome centers that are owned by the state. These services include at least one counter attendant or receptionist, appropriate maps and

brochures for the area, information relating to food and lodging accommodations, listing of locations where vehicle services are available, information regarding emergency health facilities, and have public rest rooms on the premises.

- Trailblazer signs, when required, shall be the responsibility of the roadway agency having jurisdiction over the affected roadway. When required on local roads, these signs must be in place before signs are installed on non-freeways.
- An on-premise sign identifying the facility is required.



SPECIFIC SERVICE (LOGO) SIGNING PROGRAM

Gas, Food, Lodging, and Camping

The Specific Service (Logo) Signing Program provides for the installation and maintenance of logo signs at non-metropolitan interchanges on the freeway system. The logo signs are erected to provide identification and directional information to the traveling public for eligible business establishments offering services for gas, food, lodging, and camping. The business can

provide this information by contracting to have a logo sign placed on the specific service signs structure. The specific service sign structures are to be placed in the order of camping, lodging, food, and gas as observed in the direction of travel. The Department has contracted with Michigan Logos, Inc. to administer the Specific Service (Logo) Signing Program for the State of Michigan. This program replaces the generic symbols formerly furnished by the Department.

Mainline logo signs are placed along the freeway within one mile of the exit. Ramp signs, which can be placed on the right or left side, indicate the direction and mileage to the service. Trailblazing signs, when required, must be approved by the roadway agency having jurisdiction over the affected roadway before the logo sign can be placed on the state freeway.

There is a maximum of six logo signs per specific service sign structure. When all of the eligible businesses desiring logo signs can not be accommodated, the six establishments closest to the freeway which are within the mileage criteria and satisfy all requirements shall receive the opportunity to participate. The order the businesses are placed on the sign structure is determined by its distance from the center of the crossroad intersection with the freeway, along the normal edge of the pavement of the crossroad to the point perpendicular to the center of the main entrance of the business. The closest business to the interchange will be placed at the top left corner first, then top middle second, top right third, bottom left fourth, bottom middle fifth, and bottom right sixth.

The cost to participate in the Logo Program is:

Fees -	\$850 annually per direction for (1) mainline and (1) ramp
	\$120 annually for trailblazers
	\$100 per direction for removal, cover, or change
	\$100 per direction for bumping, one time charge

The above fees do not include the fabrication of the logo signs which is based on the number of colors used. All maintenance of the logos is included in the annual fee. The above referenced fees may change without notification.

In addition to the foregoing conditions, logos may be erected for those services meeting the following requirements:

1. GAS/DIESEL

a. Freeway –

- 1) Licensed by the Michigan Department of Agriculture.
- 2) Provide vehicle services such as fuel, oil, water, and tire repair.
- 3) Continuous operation at least 15 hours per day, 7 days per week, 360 days per year.
- 4) Restroom facilities available to the public.
- 5) Public telephone available during working hours of operation.
- 6) Located within 6 miles from the center of the interchange.

a. Non-freeway -

- 1) Not allowed.

2. FOOD

a. Freeway -

- 1) Licensed by the Michigan Department of Agriculture.
- 2) Continuous operation serving at least 12 hours per day, 6 days per week.
- 3) Minimum seating capacity of 24 persons.
- 4) Restroom facilities available to the public.
- 5) Public telephone available during working hours of operation.

- 6) Outside entrance directly accessing restaurant which is readily visible.
- 7) Located within 6 miles from the center of the interchange.

b. Non-freeway -

- 1) Not allowed. (See TODS Section 8.9)

3. LODGING

a. Freeway -

- 1) Minimum of 8 units.
- 2) Off-street passenger vehicle parking for each unit.
- 3) Provide private bath facilities in each unit.
- 4) Continuous operation 24 hours a day, 7 days a week.
- 5) Public telephones available during all hours of operation.
- 6) Located within 6 miles from the center of the interchange.

b. Non-freeway -

- 1) Not allowed. (See TODS Section 8.9)

4. CAMPING

a. Freeway -

- 1) Trailer, camper, and tent camping.
- 2) Licensed by the Department of Environmental Quality.

- 3) 25 or more campsites available for overnight use.
 - 4) Continuous operation for at least 6 months a year (signs will be removed or covered when business is closed).
 - 5) Electric service hookup.
 - 6) Sanitary service hookup.
 - 7) Drinking water, showers, and flush toilets.
 - 8) Public telephones available during all hours of operation.
 - 9) Located within 15 miles from the center of the interchange.
- b. Non-freeway –
- 1) Not allowed. [See Camping (non-logo or non-TODS) signing or TODS Section 8.9]

For more information on Specific Service (Logo) Signing, contact:

Department Logo Program Manager
Michigan Logos, Inc.

517-335-2625 or
888-645-6467



Camping (non-Logo or non-TODS) Signing

Camping facilities may be allowed generic symbol signing in all areas along freeways and non-freeways provided the minimum requirements are met. Two sign programs offered by the Department, Logo signing and TODS, do provide signing for camping facilities. However, these programs are not applicable to all state roadways or publicly owned facilities due to their intent or legislation. Private camping facilities located within an incorporated city or village do not qualify for TODS signing. For such facilities, traditional camping signs may be erected.

Signing for camping facilities will be limited to the nearest state highway; consideration will be given to displaying information along a second state highway when the camping facility is within the specified distance for signing and the route also offers convenient access. However, signing which would require motorists to travel on the crossroad beyond another state highway and/or through a community will not be allowed.

On non-freeways, mileage to the campground may be displayed on the camping signs; however, this will not be allowed on camping signs installed at interchange ramp terminals. Installation of trailblazing signs, when required for camping facilities, on roadways that are not owned by the state, will be the responsibility of the roadway agency having jurisdiction over the affected roadway and must be in place prior to camping sign installation on state highways. When both Modern and Rustic campgrounds (as defined on the next page) are available at the same interchange or intersection, only the Modern campground sign (trailer) should be used.

An Application for Motorist Service Signing (Form 1501) must be completed by the owner or agent of the facility and returned to the appropriate Region Office for processing.

In addition to the foregoing conditions, camping signs may be erected for those facilities meeting the following requirements:

5. MODERN (TRAILER, CAMPER AND TENT CAMPING)
 - a. Freeway -
 - 1) Licensed by the Department of Environmental Quality.

- 2) Located within ten miles of the freeway interchange and/or non-freeway be trailblazed on local roads, if necessary.
- 3) Have 25 or more camp sites available for overnight short-term use.
- 4) Have electricity, drinking water supply, showers, flush toilets, and a public telephone.

b. Non-freeway -

- 1) Licensed by the Department of Environmental Quality.
- 2) Located within ten miles of the freeway interchange and/or non-freeway be trailblazed on local roads, if necessary.
- 3) Have 25 or more camp sites available for overnight short-term use.
- 4) Have electricity, drinking water supply, showers, flush toilets, and a public telephone.



MODERN

6. RUSTIC - TENT CAMPING ONLY

a. Freeway -

- 1) Licensed by the Department of Environmental Quality.

- 2) Located within ten miles of the freeway interchange, and/or non-freeway, be trailblazed on local roads, if necessary.
- 3) Have 25 or more camp sites available for overnight short-term use.
- 4) Have drinking water supply.
- 5) Have pit or flush toilets.

b. Non-freeway -

- 1) Licensed by the Department of Environmental Quality.
- 2) Located within ten miles of the freeway interchange, and/or non-freeway, be trailblazed on local roads, if necessary.
- 3) Have 25 or more camp sites available for overnight short-term use.
- 4) Have drinking water supply.
- 5) Have pit or flush toilets.



RUSTIC

PUBLIC TRANSPORTATION SIGNS

6.1 Function

Public transportation signs advise and direct the motorist to facilities providing commercial passenger travel service (airports, railroad stations, bus stations, vehicle ferry docks).

6.2 Design

Public transportation signs have white legend on green background and are rectangular in shape. The legends are either word messages or symbols. The use of the facility name is permitted for airports and car pool parking lot signs.

6.3 Classification

Public transportation signs are classified as follows:

- Airports
- Railroad stations
- Bus stations
- Vehicle ferry docks
- Bus stops (intercity or intracity)
- Car pool parking lots

6.4 Warrants

Trailblazer signs, when required, shall be the responsibility of the roadway agency having jurisdiction over the affected roadway. When required on local roads, these signs must be in place before signs are installed on state highways.

An on-premise sign identifying the facility is required.

A sign may be installed on the highway fronting the public transportation facility if the driveway to the facility is difficult to detect from the highway.

In addition to the foregoing conditions, the appropriate public transportation signs may be installed for those facilities meeting the following requirements:

1. AIRPORT - AIR CARRIER

a. Freeway -

- 1) Facility must provide scheduled commercial flights.
- 2) Must be located within ten miles of the freeway.
- 3) Be licensed as an air carrier airport by Michigan Aeronautics Commission.

Note: Overhead Guide Signing to international airports will be evaluated on an individual basis. The use of the international airport symbol is permitted on guide signs for international airports.

b. Non-freeway -

1. Facility must provide scheduled commercial flights.
2. Must be located within ten miles of the non-freeway.
3. Be licensed as an air carrier airport by Michigan Aeronautics Commission.



2. AIRPORT - GENERAL UTILITY/BASIC UTILITY

a. Freeway –

- 1) Facility must accommodate freight, charter, and private aircraft.
- 2) Must be located within ten miles of the freeway.
- 3) Must be licensed as a general utility or basic utility airport by the Michigan Aeronautics Commission.
- 4) Must have a minimum of five year-round based aircraft.

b. Non-freeway –

- 1) Facility must accommodate freight, charter, and private aircraft.
- 2) Must be located within ten miles of the non-freeway.
- 3) Must be licensed as a general utility or basic utility airport by the Michigan Aeronautics Commission.
- 4) Must have a minimum of five year-round based aircraft.

3. RAILROAD STATION, BUS STATION, VEHICLE FERRY, AND DOCK

- a. Freeway - Facility must provide regularly scheduled passenger service and be located within five miles of the freeway.

- b. Non-freeway - Facility must provide regularly scheduled passenger service and be located within five miles of the non-freeway.



4. BUS-STOP

- a. Freeway -
 - 1. Not allowed.
- b. Non-freeway -
 - 1. The Department may install intercity bus-stop signs for those communities that do not have a bus station.
 - 2. Intracity bus-stop signs may be installed at designated locations determined by the local transit authority and approved by the Department. Sign erection and maintenance shall be the responsibility of the local transit authority.



5. CAR POOL PARKING LOTS

- a. Freeway - Facility must be located within one mile of the freeway and provide free public parking.
- b. Non-freeway - Facility must be located within one mile of the non-freeway and provide free public parking.



TRAFFIC GENERATOR SIGNS

7.1 Function

A traffic generator is defined as any facility, activity, or special point of interest which attracts large numbers of people, a significant portion of whom are unfamiliar with the local area and/or access routes.

Traffic generator signs advise of and direct the driver to any private or public attraction that qualifies as a traffic generator.

Signing for traffic generators is considered secondary to primary signing needs. Highway signing is not intended for the purpose of advertising or promoting the facility, but to direct and guide the traffic seeking that facility.

7.2 Design

Traffic generator signs have two basic designs. Those used to provide directional information for public-owned recreational facilities have white legends on brown backgrounds, while those used for other facilities have white legends on green backgrounds. The sign legend identifies a traffic generator by its specified name. All traffic generator signs are rectangular in shape.

7.3 Classification

Traffic generator signs are classified by the type of facility. Examples are given in Table III and IV.

7.4 Warrants

Facilities which do not qualify for freeway or non-freeway signing are shown in Table I and II respectively. In general, these facilities serve local residents or a specific group of motorists who are familiar with their location and signing is not considered necessary. Table I is in basic agreement with criteria adopted by the American Association of State Highway and Transportation Officials and the Institute of Transportation Engineers in their respective reports on signing criteria for traffic generators. Any existing highway signs for facilities listed on Table I shall be removed when the sign or sign support requires routine maintenance.

An Application for College/University Signing (Form 1501D) or Application for Traffic Generator Signing (Form 1501B) must be completed by the owner or agent of the facility and returned to the appropriate Region Office for processing.

In order to qualify for signing, traffic generators must meet specific criteria listed in Tables III and IV in addition to the following warrants:

1. A significant portion of the traffic volumes generated by the facility must be unfamiliar with the local area and/or access routes to the facility. The adverse effects on state highway operations created by motorists seeking a facility that does not have guide signing in place will also be taken into consideration.
2. Signs will not be permitted in advance of an interchange connecting two freeways or in advance of an intersection of two non-freeways. This practice will minimize the possibility of creating information overload at complex decision points and reserve available sign space for primary traffic signs.
3. Sufficient longitudinal sign spacing must exist in order to accommodate the proposed signing without detracting from primary traffic signs.
4. Facilities abutting and readily visible from non-freeways do not warrant traffic generator signing. Appropriate on-premise signs are recommended as an alternate and are prerequisite to consideration of installing any highway signing for a facility.
5. All trailblazing signs required for a facility on local roads must be approved and installed by the roadway agency having jurisdiction over affected roadways before signs for the facility are installed on state highways.
6. When two or more qualifying facilities are affiliated with the same agency or institution and share a common access, only one specific name will be allowed on the sign to identify the conglomerate.
7. No more than two traffic generator facilities will be signed at any one interchange or intersection. Should more than two facilities qualify; the two exceeding the prime criterion by the greatest percentage will be given priority for signing.

8. Signing for qualified facilities located within the corporate boundaries for a community identified by standard guide signs, shall be confined to locations within those boundaries. An exception to this rule may be made for freeways when it becomes necessary to differentiate between multiple interchanges serving the same community. In that case, supplemental guide signs may be permitted outside the corporate limits in order to guide traffic onto the most efficient access route to a facility.
9. Signing for qualified facilities will be limited to the closest state highway providing the most direct and appropriate access. Consideration will be given to displaying signs along a second state highway when the facility is within the specified distance for signing and the route also offers convenient access. Signing which would require a motorist to travel on the crossroad beyond another state highway and/or through a community will not be allowed.
10. Facilities often include detailed directions and maps to their location through advertising and direct mailings. Evidence that this material includes directional information must be provided before consideration of traffic generator signing. If a facility does not provide such directional information, it must demonstrate it will before consideration of traffic generator signing.
11. Signing for the following facilities may be erected within 10 miles of a freeway or non-freeway, in accordance to the above warrants, without having to satisfy minimum visitation or attendance volumes subject to the discretion of the Department:
 - a. Federal Parks
 - b. State Parks
 - c. Major County Parks or Recreational Areas
 - d. Places of National Prominence or Recognition

12. Signing for the following facilities may be erected within 5 miles of a non-freeway, in accordance to the above warrants, without having to satisfy minimum visitation or attendance volumes subject to the discretion of the Department:
 - a. Federal and State Forest camping sites
 - b. Public Access Sites on lakes and rivers
 - c. County Parks
 - d. Municipal Parks

For Warrants 11 and 12, the requesting party shall be responsible for all work and costs associated with the sign fabrication, sign supports, and installation. Upon receipt of payment to the Department, the Region Traffic and Safety representative will arrange installation.

TABLE I	
FACILITIES THAT DO NOT QUALIFY FOR TRAFFIC GENERATOR SIGNING ON FREEWAYS	
<p><u>BUSINESSES</u></p> <ul style="list-style-type: none"> Shopping Centers TV/Radio Stations Conventional Theaters Trailer Parks Industrial Parks & Plants <p><u>CEMETERIES</u></p> <ul style="list-style-type: none"> Local or State Private/Public Military <p><u>COMMUNITIES</u></p> <ul style="list-style-type: none"> Libraries Churches Subdivisions Senior Citizen Centers <p><u>GOVERNMENTAL</u></p> <ul style="list-style-type: none"> Research/Experimental Courthouses Drivers License Centers Jails/Prisons Civil Defense Facilities Maintenance Facilities Post Offices 	<p><u>MEDICAL</u></p> <ul style="list-style-type: none"> Mental Facilities Research Facilities Sanitariums Infirmaries or Treatment Centers Veterans' Facilities County, Fraternal, or Nursing Homes Retirement Facilities Humane Facilities Assisted Living Care Facility <p><u>MILITARY</u></p> <ul style="list-style-type: none"> Sites or Detachments Armories Arsenals <p><u>RECREATIONAL/CONSERVATION</u></p> <ul style="list-style-type: none"> Country Clubs & Golf Courses Fish Hatcheries, Game Farms, Preserves, & Refuges Tree Nurseries/Arboretums General Points of Interest Private Camps: Scout, Church, 4-H Youth, YMCA/YWCA, Etc. <p><u>SCHOOLS</u></p> <ul style="list-style-type: none"> Grade/High Vocational/Trade/Technical Seminaries <p><u>HISTORICAL</u></p> <ul style="list-style-type: none"> Individual Homes & Buildings Privately-Owned Facilities
<p>Note: Emergency Services - See Section 4 Gas, Food, Lodging, & Camping - See Section 5 Public Transportation - See Section 6 Prohibited Signs - See Section 9.</p>	

TABLE II

FACILITIES THAT DO NOT QUALIFY FOR
TRAFFIC GENERATOR SIGNING ON NON-FREEWAYS

BUSINESSES

Shopping Centers
TV/Radio Stations
Conventional Theaters
Trailer Parks
Industrial Plants

CEMETERIES

Local or State
Private/Public
Military

COMMUNITIES

Churches
Subdivisions
Senior Citizen Centers

GOVERNMENTAL

Research/Experimental
Courthouses
Drivers License Centers
Jails/Prisons
Civil Defense Facilities
Post Offices

MEDICAL

Mental Facilities
Research Facilities
Sanitariums
Infirmaries or Treatment Centers
Veterans' Facilities
County, Fraternal, or Nursing
Homes
Retirement Facilities
Humane Facilities
Assisted Living Care Facility

MILITARY

Sites or Detachments
Armories
Arsenals

RECREATIONAL/CONSERVATION

Country Clubs & Golf Courses
Game Farms, Preserves, &
Refuges
Tree Nurseries/Arboretums
General Points of Interest
Private Camps: Scout,
Church, 4-H Youth,
YMCA/YWCA, Etc.

SCHOOLS

Grade/High
Vocational/Trade/Technical
Seminaries

HISTORICAL

Individual Homes & Buildings
Privately-Owned Facilities

Note: Emergency Services - See Section 4
Gas, Food, Lodging, & Camping - See Section 5
Public Transportation - See Section 6
Historical Sites and/or Districts - See Section 8.5
Prohibited Signs - See Section 9.

TABLE III				
CRITERIA FOR SIGNING TRAFFIC GENERATORS ON FREEWAYS				
TYPE OF FACILITY	SPECIFIC CRITERIA	POPULATION OF METROPOLITAN AREA ¹		
		OVER 400,000	50,000 - 400,000	UNDER 50,000 OR RURAL AREA
Colleges, Universities, & Military Bases	Minimum No. of Annual Visitors	250,000	250,000	100,000
	Distance from Interchange (Mi.)	1 ²	1 ²	1 ²
Arenas Auditoriums Convention Halls	Minimum Annual Attendance	300,000	250,000	200,000
Stadiums Monuments Fairgrounds	Minimum No. of Seats (if applicable)	6,000	5,000	4,000
Amusement Parks Zoos, etc.	Distance from Interchange (Mi.)	5 ²	5 ²	5 ²
¹ The metropolitan population figures and area limits pertain to the area limits and projection growth as defined by the Department. ² Distance may be increased one mile for each 10 percent over the minimum annual visitors, customers, or attendance listed up to the maximum of 10 miles.				

TABLE IV					
CRITERIA FOR SIGNING TRAFFIC GENERATORS ON NON-FREEWAYS					
TYPE OF FACILITY	SPECIFIC CRITERIA	POPULATION OF METROPOLITAN AREA ¹			
		OVER 400,000	50,000 - 400,000	20,000 - 50,000	UNDER 20,000 OR RURAL AREA
Colleges, Universities, & Military Bases	Minimum No. of Annual Visitors	125,000	125,000	50,000	50,000
	Distance from Intersection (Mi.)	1 ²	1 ²	1 ²	1 ²
Arenas Auditoriums Convention Halls	Minimum Annual Attendance	175,000	125,000	50,000	20,000
Stadiums Monuments Fairgrounds	Minimum No. of Seats (if applicable)	3,800	2,500	1,000	2,000
Amusement Parks Zoos, etc.	Distance from Intersection (Mi.)	1 ²	1 ²	1 ²	1 ²
¹ The metropolitan population figures and area limits pertain to the area limits and projection growth as defined by the Department. ² Distance may be increased one mile for each 10 percent over the minimum annual visitors, customers, or attendance listed up to the maximum of 10 miles.					

GENERAL INFORMATION SIGNS

8.1 Function

General information signs advise the driver of information that may be of interest and in most instances a geographic reference, although they are not directly necessary for travel.

8.2 Design

General information signs normally have white legend on green background except for Adopt-A-Highway, Heritage Route, and Tourist Oriented Directional signs. Although they may vary somewhat, all signs are designed to be simple and in general conformance with navigational guide signs.

8.3 Classification

General information signs are classified as follows:

- Political boundaries (state, county, township, and municipal limits)
- Landmark identifications (lakes, rivers, and creeks)
- Miscellaneous (Historic Site, Adopt-A-Highway, Heritage Routes, and Memorial Signing and Tourist Oriented Directional signs.)

8.4 Warrants on Freeways

Political Boundary Signs for Local Units of Government

The Department will install and maintain standard municipal and county limit signs to mark the boundaries of these governmental units. Upon official request by township authorities, the Department will also install township limit signs on freeways. A township official must provide a written request for a sign to the Region Office. Boundary signs shall have white legend on green background. The legend of each sign shall contain only the official name of the governmental unit. Only one boundary sign per direction of travel will be allowed. Boundary signs are to be located at or near the point where the limit line intersects the freeway.

Landmark Identification Signs

Where a freeway crosses a river or creek, an identification sign displaying the official river or creek name may be installed on the roadside.

Where a lake is adjacent to and visible from a freeway, an identification sign may be installed on the same side of the freeway as the lake or a back-to-back sign in the freeway median.



Historical Sites and/or Districts

Signs identifying historical sites or districts are not permitted on freeways.

8.5 Warrants on Non-Freeways

Political Boundary Signs for Local Units of Government

The Department will furnish, install, and maintain standard municipal and county limit signs to mark the boundaries of these governmental units.

The Department will also furnish, install, and maintain standard township limit boundary signs on non-freeways upon official request by township officials. A township official must forward a written request for the sign to the Region Office.

Slogan/Distinctive Boundary Sign Options for Local Units of Government

In addition to the political boundary sign, the Department provides two other highway traffic signing options which can be used at the boundaries of municipalities and counties. These two options are slogan signing and distinctive boundary signing. In order to employ one of these options, the affected governmental units must make their preference known and agree to provide the funds needed to implement the request. These funds would cover the entire cost for the sign fabrication, sign posts, and installation.

If one of the options outlined herein is implemented, it will be the responsibility of the requesting local governmental agency to furnish sign replacements when needed or to pay the costs incurred by the Department to maintain the signs. If the local governmental agency fails to supply such replacements or fails to provide the funds for the replacement, the Region Traffic and Safety representative shall authorize the removal of the signs.

Sign minimum bottom heights, as outlined in the MMUTCD, shall be adhered to for both signing options.

1. SLOGAN SIGNING - Upon request of a local governmental agency to the Region Office, the Department will fabricate, install, and maintain one special slogan panel, mounted below the standard municipal or county boundary limit sign subject to the following requirements:
 - a. There should be one message per slogan sign with a maximum of three lines of legend.
 - b. The special slogan panel will display legend approved by local authorities and be of a white-on-green design. The legend approved for the panel must utilize letters that are 100 mm (4-inch) minimum in height and be limited in wording so that the size of the slogan panel blends aesthetically with the standard boundary limit sign.
 - c. The maximum area of the slogan sign will be 2.2 square meters (24 square feet).

- d. Only one slogan sign on each trunkline entrance is allowed. Different slogans may be erected at different boundary sign locations.
 - e. Slogan signs may be changed at the discretion of the local governmental agency and after review and approval by Region Traffic and Safety Representative. "Community of Economic Excellence" slogan signs should be removed after their designated time has expired. All slogan signs, including state championships, may be removed one year after installation.
2. **DISTINCTIVE BOUNDARY SIGNING** - Upon request, the Department will allow the local governmental agency to furnish their own distinctively-designed boundary signs for Department installation, subject to the following requirements:
- a. The signs shall be furnished by the local governmental agency, at their expense.
 - b. The design of the sign, and its location, shall be approved by the Region Traffic and Safety representative before fabrication begins.
 - c. The maximum area of each sign will be 2.2 square meters (24 square feet).
 - d. The width of the sign shall not be less than the height or more than three times the height.
 - e. The sign legend shall consist of reflectorized white letters and display the municipal or county name in 150mm (six-inch) minimum letters, with supplemental word messages as appropriate, in 100mm (four-inch) minimum letters on a green reflectorized background. The sign legend may be supplemented with a symbol of any color, considered representative of the idea the local governmental agency desires to portray.
 - f. Any supplemental political jurisdiction symbol or logo should be such that it is not considered as advertising for some particular company or group.
 - g. The name(s) of local official(s) will not be allowed on this sign.

- h. The sign shall not have internal or external illumination or animation.
 - i. After the signs are fabricated, they shall be delivered to a location specified by the Region Traffic and Safety representative, who will arrange for the installation of the signs.
 - j. If the local governmental agency elects to furnish their own distinctive designed boundary signs, all existing boundary signs are to be removed at that boundary.
3. NON-TRAFFIC GOVERNMENTAL SIGNING - In lieu of highway traffic signing to mark a governmental unit boundary, the local governmental agency may request installation of a non-traffic sign within the Department right-of-way to promote their county, municipality, or township. Such requests shall adhere to Section 12.08 of the Construction Permit Manual.

The Department's position is that off-premise advertising within Department right-of-way shall not be allowed to the extent that the Department has the authority to regulate such advertising. However, signs requested by governmental agencies *may* be considered if such signs do not interfere with the operation and maintenance of the roadway, and serve a general public interest. Because a proliferation of such signs *may* well be considered a circumvention of the intent of the Highway Advertising Act, this type of signing is not to be encouraged or promoted.

Governmental signing may be approved for those agencies meeting the following requirements:

- a. The proposed use shall not interfere presently or in the foreseeable future with the construction, reconstruction, operation, and maintenance of the non-freeway involved. Permit applications will only be considered from governmental agencies; i.e., municipalities, townships, counties, etc.

- b. Any requests for signs should be accompanied by a resolution of support from the governmental agency and will include a commitment of that agency to the maintenance and permit obligations of the sign.
- c. Any proposed construction or use must conform to Department standards with respect to setback requirements as well as to standards for breakaway or yielding type supports.
- d. The sign message shall be worded in a general manner without providing commercial advertising or names of local officials.
- e. Use of Department right-of-way shall require approval through the permit process.
- f. Signing shall not be allowed on freeways.
- g. It shall be the responsibility of the permittee to secure any other necessary approvals from underlying fee owners or other parties of interest.
- h. All permit applications shall be reviewed by the Region Traffic and Safety representative for compliance with traffic operational and safety requirements.

Signing to Non-Governmental Communities

These communities lack governmental boundary lines, but qualify for signing. The community must be shown on the official Department state transportation map and have a post office with a full-time postmaster. The Department will furnish and install these signs at the obvious community boundary at Department cost. These signs will be installed or removed only upon receipt of an official request of the jurisdictional authority to the Region Traffic and Safety representative.

Landmark Identification Signs

Signs may be installed to identify rivers, creeks, and lakes along non-freeways in accordance with the guidelines established for freeways.

Historical Sites and/or Districts

Historical sites and/or districts may be signed on non-freeways if the local governmental agency and/or local historical organization assume the cost of fabrication, installation and maintenance of the signs. Trailblazer signs, when required, shall be the responsibility of the roadway agency having jurisdiction over the affected roadway. When required on local roads, these signs must be in place before signs are installed on non-freeways.

They must also meet Conditions 1 and 2 listed below:

1. Location Requirements:
 - a. In areas with population less than 20,000, the historical site or district must be fronting the non-freeway or fronting the crossroad within five miles of the non-freeway to be eligible for signing.
 - b. In areas with populations greater than 20,000, the historical sites or district must be fronting the non-freeway, or fronting the crossroad within ½ -mile of the non-freeway to be eligible for signing.
2. Site or District Requirements:
 - a. Display an official Michigan Historical and/or National Register of Historical Places marker.
 - b. Have a historic structure or structures or other historic object visible to the public, or be an archaeological or historic site or district explained by on-site signs or other devices.
 - c. Have sufficient parking space to meet existing and anticipated needs to avoid creating a traffic hazard along the highway.

A qualified site fronting a non-freeway may have signs erected in advance of the site, in each direction of travel.

A qualified historical district intersected by a non-freeway may have signs erected at or near the district boundary in each direction of travel. Distinctive logos may be used as an alternate to identify historic districts.

To obtain Michigan Historical Marker or National Register criteria and an application, contact:

Michigan Historical Marker Program
State Historic Preservation Office
Bureau of Michigan History
Michigan Department of State
Lansing, Michigan 48918-1800
Phone: 517-373-1630

8.6 Adopt-A-Highway Program

Adopt-A-Highway is a Department program designed to help keep the state's highway roadsides clean and attractive. Participants adopt both sides or a section of state highway roadside to clean up over a two year period. A minimum two mile stretch of roadway is recommended. All types of state highways may be adopted, including two-lane roads, freeways, boulevards, and business routes.

Any group of at least six people and three backup participants are eligible to participate in the program. Many organizations, including scout troops, church organizations, and senior citizen groups are participating in this program. Crew members must be a minimum of 12 years old. Children between the ages of 12 and 15 must have adult supervision at a ratio of one adult to every three children.

Participants are asked to pick up litter three times a year from the highway roadsides in their designated area. The goal of the program is to clean the roadsides before mowing cycles and tourism periods (April through October). Designated pickup dates and times will be determined by the Department at the beginning of each year to facilitate and schedule pickup of bagged trash.

There is no fee required to participate in the Adopt-A-Highway program. Groups will need to provide their own transportation to the adoption site. The Department will provide bags for the litter and will pickup the filled bags. The Department will supply safety materials and vests for each member upon acceptance in the program. Thereafter, the adopting group will be asked to replace any vests at its own expense. Bags, vests, and safety materials can be picked up at the Region Office.

The name of the group will be identified on Adopt-A-Highway signs to be displayed near the roadside area. In addition, the group will receive a certificate of participation.

Requests for specific roadside areas will be handled on a first-come, first-serve basis between the requesting group and the Region coordinator. All attempts will be made to match the first choice, or a segment that is closest to the requesting group's community. An application for Adopt-A-Highway (Form 2200) can be obtained from the Region Coordinator.

All Adopt-A-Highway participants are required to conduct a safety meeting once a year before pickup. All participants are required to wear an orange vest while working along the roadside. Once an Adopt-A-Highway permit is issued, the Department will provide additional safety information, including rules and a videotape.

Adopt-A-Highway Region Contacts

<p>Superior Region</p> <p>Ispheming TSC: Baraga, Houghton, Keweenaw, Marquette Phone: 906-485-4270</p> <p>Escanaba TSC: Alger, Delta, Menominee, Schoolcraft Phone: 906-786-1800</p> <p>Crystal Falls TSC: Dickinson, Gogebic, Iron, Ontonagon Phone: 906-875-6644</p> <p>Newberry TSC: Chippewa, Luce, Mackinaw Phone: 906-293-5168</p>	<p>Grand Region</p> <p>Muskegon TSC: Muskegon, Newaygo, Oceana Phone: 231-777-3451</p> <p>Howard City TSC: Ionia, Mecosta, Montcalm Phone: 231-937-7780</p> <p>Grand Rapids TSC: Kent, Ottawa Phone: 616-451-3091</p>
<p>North Region Phone: 888-304-6368</p> <p>Alcona, Alpena, Antrin, Benzie, Charlevoix, Cheboygan, Crawford, Emmet, Grand Traverse, Iosco, Kalkaska, Lake, Leelanau, Manistee, Mason, Missaukee, Montmorency, Ogemaw, Oceola, Oscoda, Otsego, Presque Isle, Roscommon, Wexford</p>	<p>Southwest Region Phone: 616-337-3900</p> <p>Allegan, Barry, Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren</p>
<p>Bay Region Phone: 989-754-0784 ext. 223</p> <p>Arenac, Bay, Clare, Genesee, Gladwin, Gratiot, Huron, Isabella, Lapeer, Midland, Saginaw, Sanilac, Tuscola</p>	<p>Metro Region Phone: 248-483-5100</p> <p>Macomb Phone: 586-978-1935</p> <p>Oakland TSC Phone: 248-451-0001</p> <p>St. Clair Co. (Blue Water Bridge) Phone: 810-984-3131</p> <p>Taylor TSC Phone: 313-375-2405</p> <p>Detroit TSC Phone: 313-965-6350</p>
<p>University Region</p> <p>Lansing TSC: Eaton, Clinton, Ingham, Shiawassee Phone: 517-324-2298</p> <p>Jackson TSC: Hillsdale, Jackson, Lenawee Phone: 517-780-5103</p> <p>Brighton TSC: Livingston, Monroe, Washtenaw Phone: 810-227-4681</p>	

Note: A Michigan Department of Transportation Service Center Map is shown on page 65.

8.7 Heritage Routes Program

Created by legislation in 1993, the Heritage Route Program emphasizes cooperation among local residents, their government officials, landowners, and interested groups to preserve unique scenic, historic, or recreational state highways. The Heritage Route Program is a grass roots program, requiring involvement by local residents to ensure that their highway and its roadsides remain in their natural and unspoiled conditions. Michigan's residents have an opportunity as individuals, groups, or entire communities to become involved in this important effort to preserve Michigan's roadsides with scenic, historic, and/or recreational qualities.

There are three categories of heritage routes:

Scenic - a state highway having outstanding natural beauty;

Historic - a state highway having outstanding historic buildings, and resources along its length; and

Recreational - maintained not only to serve the recreational driver, but also to capture that recreational setting of the facility or area itself, and set the mood for the recreational experience.

Preservation Benefits

- Identify, preserve, and enhance Michigan's Scenic, Historic, and Recreational resources.
- Promote a greater awareness of and appreciation of those resources.
- Provide an opportunity for growth management within a corridor by encouraging appropriate development.
- Provide an opportunity to manage the traveler/tourist impact on resources.

Economic Benefits

- Attract visitors, who bring in additional revenues, enhancing economic activity in the region.
- Attract new businesses.
- Enhance existing jobs and create new jobs.

Community Benefits

- Provides a VISION FOR THE FUTURE. Uniting those who share that vision,
- Enhance the local, regional, and state image on a national level.
- Identify, promote, and preserve community uniqueness enhancing community appeal.
- Enhance the quality of life in the community.

Educational Benefits

- Provide an education for future generations by example.
- Opportunity to share ideas, information, research, and lessons.
- Provides an effective hands-on teaching tool.
- Establishes an educational network.

The application process for heritage route designation consists of two steps.

- First, the sponsor must prepare a pre-application. Among other things, the pre-application will require listing the noteworthy scenic, historic, and/or recreational qualities of the route and verifying that the route is on the state road system.
- Second, after the initial review of the route eligibility and potential, the Department will supply the sponsor with a full application packet. This in-depth application requires maps, photos, detailed mile-by-mile inventory of resources and qualities seen from the road, and a collaborative management plan specifying how the integrity of those resources will be maintained.

Once designated, the local community could then promote the route and its corridor to enhance tourism. Signs will be installed to identify the distinctive characteristics of the Heritage Route, linking recreational or cultural features with a common theme, such as the historic iron ore mining in the Upper Peninsula or perhaps a scenic and recreational link in another part of the state. Additionally, future editions of Michigan's official transportation map will identify the Heritage Routes.

To solicit a pre-application (Form 1702), contact:

Michigan Heritage Routes Program
Michigan Department of Transportation
P.O. Box 30050
Lansing, Michigan 48909

Function

Heritage Route signs advise of and direct the driver along designated Heritage Routes.

Design

The Department will furnish, install, and maintain standard Heritage Route signs at the approach of the designated route. Heritage Route signing will be limited to one sign per direction of the designated route and at intersections with state highways. The signs will be placed below the route marker. Examples of route markers are shown in Section 3.2. No signs will be placed on intersecting state highways since

the route will be shown on the Michigan official transportation map. The sponsor is encouraged to place route information in the closest Welcome Center or rest area.

The Standard Heritage Route sign is a 600 mm (24 inches) by 600 mm (24 inches) black legend on white background sign with a specific color used for the background of the route designation at the bottom of the sign. The colors used for the type of route are:

- Scenic - blue
- Historic - brown
- Recreational - green

In lieu of the standard Heritage Route sign the Department will allow the sponsor of the designated route to furnish their own distinctively-designed signs for Department installation, subject to the following requirements:

1. The signs shall be furnished by the sponsor at their expense. The sponsor will also assume the maintenance of the signs. The sponsor will provide a new sign and assume all cost related to installation for those signs that are damaged or stolen.
2. The design of the sign shall be approved by the Region Traffic and Safety representative before fabrication begins.
3. The signs shall be 600 mm (24 inches) by 600 mm (24 inches). The legend, logos, and background shall be reflectorized per the Department's Standard Specifications for Construction Reflective Sheeting material requirements. The sign substrate shall be 2.0 mm (0.080 inch) thick aluminum sheet.
4. The name(s) of local official(s) will not be allowed on the signs. No advertising on the signs will be permitted.
5. The sign shall not have internal or external illumination or animation.
6. After the signs are fabricated, they shall be delivered to a location specified by the Region Traffic and Safety representative, who will arrange for the installation of the signs.

8.8 Memorial Highways and Bridges

The Department has developed the following guidelines for the signing of Memorial Highways and Bridges. The standards set in the Federal Manual on Uniform Traffic Control Devices and the State of Michigan's Manual (MMUTCD) discourages the signing of memorial names to highways and bridges. As additional signing on Michigan's highways, memorial signing can reduce the effectiveness of essential signing as specified in Michigan's Manual and cause information overload to the motorist.

All highway signing should be in compliance to the Federal Manual on Uniform Traffic Control Devices and all appropriate federal guidelines. Violation of these guidelines may jeopardize federal funds to the State of Michigan.

However, if the following conditions are met, which are in accordance to Public Act 142 of 2001, the Department will install signs for memorial highways and bridges:

1. The designation of a memorial highway or bridge must be named by statute.
2. The signing for the designated memorial highway or bridge should be placed in rest areas, welcome centers, scenic overlooks, turn outs, recreation areas or car pool parking lots where parking is provided with the signing inconspicuously located relative to the motorist along the highway. If the installation of signs off the roadway is not practical, the signs are to be installed roadside "at the approach" of the named roadway. Memorial signing will be limited to one sign per each direction of the named roadway or bridge. If the named roadway is more than 50 miles in length, additional signs (every 50 miles) will be permitted if requested.
3. The signing shall conform to Department signing practices for supplemental guide signs. Memorial signs have white legend on green background and are rectangular in shape. The memorial signs legend shall be simple and dignified, devoid of any tendency toward advertising and in general conformance with other highway signing.
4. The memorial name shall not appear on navigational guide signs. Memorial signs shall not interfere with other necessary signs, nor compromise safety or efficiency of traffic flow.
5. The group requesting the memorial signing shall agree to pay for the sign fabrication, sign supports, and installation of the approach signs

and all future maintenance costs. Payment for the total installation of the approach signs and a contact name and address for future reference regarding maintenance will be required before installation of the memorial signs. The payment and contact information will be submitted to the Region Traffic and Safety Representative.

8.9 Tourist Oriented Directional Sign (TODS) Program

TODS is a sign program which provides identification and directional information for tourist oriented activities off of the state rural non-freeway system. A tourist oriented activity is any lawful cultural, historical, recreational, or education activity that is attended annually by 2,000 or more persons and for which a major portion of its income or visitors are derived during the normal business season from motorists not residing in the immediate area. As defined by law, the immediate area is within ten miles of the activity. The Department has contracted with Michigan Logos, Inc. to administer the TODS program.

TODS signs are placed along non-freeways within one-half mile of an intersection with another state or local rural non-freeway. Trailblazer signs, when required, must be approved by the roadway agency having jurisdiction over the affected roadway. When required on local roads, these signs must be approved by the agency before the TODS sign can be placed on the state non-freeway.

The TODS signs are 1800 mm (6 feet) wide by 600 mm (2 feet) high. There is a maximum of 3 signs per sign structure with an 1800 mm (6 feet) wide by 300 mm (1 foot) high header plaque. A symbol or logo is allowed on the signs. No more than three sign structures may be installed at an intersection.

The cost to participate in the TODS program includes:

- \$360 annually per sign
- \$120 annually per trailblazer
- \$25 per sign to cover seasonal closings

The above fees do not include the fabrication of logos which is based on the number of colors. All maintenance of the signs are included in the annual fees. The above referenced fees may change without notification.

TODS may be erected for those services meeting the following requirements:

1. The business must be in operation 8 hours/day, 5 days/week, one of which must be a Saturday or Sunday during the normal business season.
2. The business must derive a major portion of its income from motorists not residing within 10 miles of the activity.
3. The business must have an attendance of at least 2,000 in 12 consecutive months.

4. The maximum distances of services from signed intersections for all establishments are as follows:

Upper Peninsula - 15 miles

Lower Peninsula - 10 miles

Mileage exceptions may be granted by the TODS Review Board. The Board was established as part of TODS legislation to consider and grant or deny applications for the waiver of the distance requirements.

5. Food, lodging, and camping businesses are required to meet the additional following criteria:

FOOD

Upper Peninsula -

- a) In lieu of the open for eight hours requirement, serve at least two meals per day;
- b) Licensed by the Michigan Department of Agriculture.

North of M-46 -

- a) In lieu of the eight hours requirement, serve at least two meals per day;
- b) Licensed by the Michigan Department of Agriculture;
- c) Will not be part of a national chain, unless the business is listed on the State or National Register of Historic Places.

South of M-46 -

- a) In lieu of the open for eight hours requirement, serve at least two meals per day;
- b) Licensed by the Michigan Department of Agriculture;
- c) A unique theme must be associated with the atmosphere and menu of the establishment (not part of a national chain) as determined by the review board;
- d) Or the restaurant is listed on the State or National Register of Historic Places.

LODGING

Upper Peninsula - All lodging establishments may participate.

Lower Peninsula - Only non-corporate or non-franchise businesses, or businesses listed on the State or National Register of Historic Places, may participate.

CAMPING

Modern - Trailer, Camper, and Tent Camping -

- a) Licensed by the Department of Environmental Quality.
- b) 25 or more campsites available for overnight use.
- c) Electric service must be available.
- d) Drinking water, showers, and flush toilets available.
- e) Telephone available to the public during all hours of operation.
- f) Sanitary service for trailers and campers must be present.

Rustic - Tent Camping only

- a) Licensed by the Department of Environmental Quality.
- b) 25 or more camp sites available for overnight use.
- c) Drinking water and pit or flush toilets.

For more information on TODS, contact either:

Department TODS Program Manager
Michigan Logos, Inc.

517-335-2625 or
888-645-6467

TODS Sign



8.10 Wayfinding Signing

Function

Wayfinding signs advise of and direct the driver to any private or public attraction off the state trunkline system within a municipality. Signing for such attractions is considered secondary to primary signing needs. Wayfinding signs shall not interfere with other signs of greater importance as outlined in Signing Priorities. Highway signing is not intended for the purpose of advertising or promoting the facility, but direct and guide unfamiliar traffic seeking the facility.

Design

The Department will permit municipalities, within their jurisdiction, to install wayfinding signs within Department right-of-way to facilities away from the state trunkline system, subject to the following requirements:

1. The proposed use shall not interfere presently or in the foreseeable future with the construction, reconstruction, operation, and maintenance of the non-freeway involved. Permit applications will only be considered from municipalities.
2. Any requests for signs shall be accompanied by a resolution of support from the municipality and will include a commitment of the agency to the permit requirements, installation, maintenance, and all associated costs of the signs.
3. Any proposed construction or use must conform to Department standards with respect to setback requirements, spacing with other Department signs, as well as to standards for breakaway or yielding type supports.
4. Use of Department right-of-way shall require approval through the permit process. An "Individual Application and Permit" (Form 2205) must be completed by the municipality and returned to the appropriate Region Office for processing.
5. Signing shall not be allowed on freeways including interchange ramps.
6. All permit applications shall be reviewed by the Region Traffic and Safety Representative for compliance with traffic operational and safety requirements before approval.
7. The municipality requesting the signs shall be responsible for all work and costs associated with the sign fabrication, sign supports, installation and all future maintenance including removals.

8. The design of the sign and its location shall be approved by the Region Traffic and Safety representative before fabrication begins. The Department retains the right for determining the final locations of all signs.
9. Prior to the issuance of the permit the Department shall, as a condition of the permit, make a determination as to which existing Department non-freeway signs shall be removed once the wayfinding signs are in place.
10. The principal legend on the parent sign shall consist of reflectorized white letters and numerals at least 150 mm (6 in) in height for all capital letters, or a combination of 150 mm (6 in) in height for upper-case letters with 113 mm (4.5 in) in height for lower-case letters. On urban streets with speeds of 25 mph or less, the principal legend shall be in letters at least 100 mm (4 in) in height on a green reflectorized background. Wayfinding signs are limited to three lines of principal legend. Smaller legend may be used for wayfinding signs intended only for pedestrians.

Different color sign backgrounds shall not be used on the parent sign to provide color coding of destinations. Color coding may be accomplished by the use of different colored square or rectangular panels on the face of the parent green background sign. Different colored panels may include a black or white (whichever provides the better contrast with the panel color) letter, numeral, or other appropriate designation to identify the destination. Examples of the use of color coding can be found in Figure 2D-1 of the Michigan Manual on Traffic Control Devices.

A supplemental header sign may be used with the parent sign to provide unique identification of the wayfinding signing to the municipality. The shape and colors of the supplemental header sign are at the discretion of the municipality provided the width of the supplemental header sign matches the width of the green background parent sign.

11. The parent sign may be supplemented with a symbol of any color, considered representative of the municipality. Any supplemental political symbol or logo should be such that it is not considered as advertising for some particular company or group. No advertising on the signs will be permitted.
12. The name(s) of local official(s) will not be allowed on the sign.
13. The sign shall not have internal or external illumination or animation.
14. A maximum of two signs per intersection, one per direction will be permitted.

PROHIBITED SIGNS

9.1 Function

As noted earlier in these guidelines, the primary functions of traffic control signs are to warn, regulate, and guide traffic. Signs meeting these functions are discussed in Sections 1 through 8. In addition, there are signs that advise the driver of information that may be of interest, though not necessary for travel (Section 8). These information signs are part of state and federal recognized programs and, in most instances, created by legislation (Heritage Roads Program).

9.2 Warrants

In order to respond to all sign requests in a fair and consistent manner and still meet the function of traffic control signs, the sign type listed in Table V is not permitted on state trunklines. The listed signs are often not destination or site specific; therefore offer little or no value to a driver.

TABLE V
Prohibited Signs On Freeways and Non-freeways
County Conservation Districts Watersheds Well Point Protection Areas Drug Free School Zones Family Friendly Schools Jake Brake Prohibited Adopt-A-Stream Neighborhood Watch Dune Protection Areas

PROCEDURE FOR REQUESTING SIGNS

10.1 Sign Request

When a person, organization, or governmental unit wants a highway sign (except Logo or TODS) installed, altered, or removed within highway right-of-way under jurisdiction of the Department, a letter of request is to be submitted to the appropriate Region Office. The attached map (page 65) identifies the Regions by geographical areas and lists the address and phone number of the various offices. These offices are staffed with personnel trained to provide assistance, answer questions, and resolve problems. All requests for Logo or TODS signing shall be made to Michigan Logos, Inc. at 888-645-6467.

For new sign installations in sign groups 4, 5, 7, and 8 (partial), the applicant must provide specific information on forms supplied by the Department. These forms are available from the Region Offices upon request or from the Department's Intranet web site:

- Adopt-A-Highway (Form 2200)
- Heritage Route (Form 1702)
- Motorist Service Signing (Form 1501)
- Traffic Generator Signing (Form 1501B)
- Emergency Service Signing (Form 1501C)
- College/University Signing (Form 1501D)

Forms for Logo and TODS signing can be obtained from Michigan Logos, Inc.

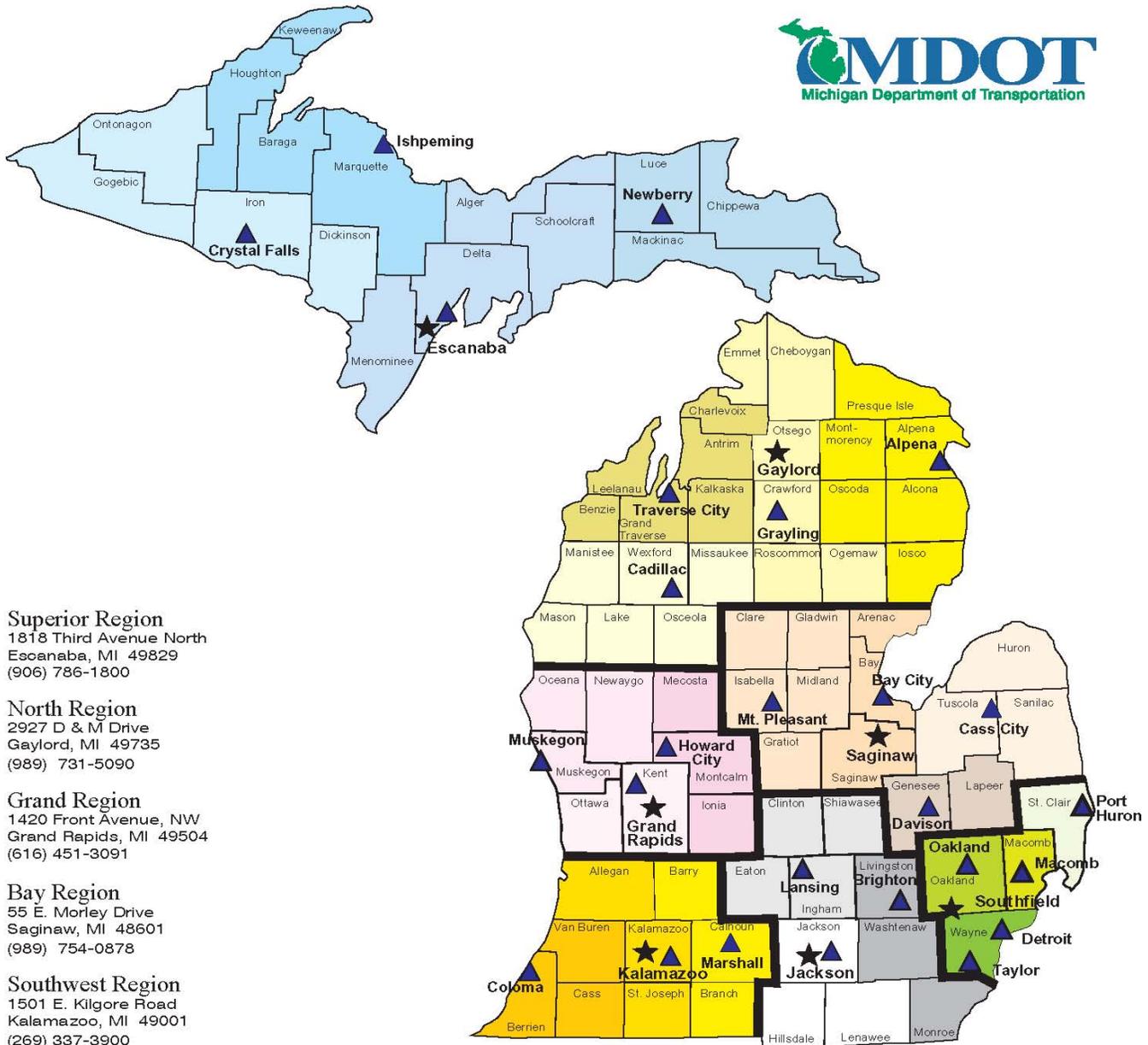
For all other signs, a letter of request is to be submitted to the appropriate Region Office as noted above.

10.2 Sign Evaluation

After a request is received and pertinent information forms are completed by the applicant, the Department or Michigan Logos, Inc. will evaluate the request on the basis of the criteria contained in this guideline. Facilities which meet minimum warrants will be considered eligible for highway signs.

All information submitted by the applicant on the number of visitors, customers, and/or annual attendance must be supported by officially documented records and copies thereof furnished the Department upon request.

MDOT Region and Transportation Service Centers



Superior Region
 1818 Third Avenue North
 Escanaba, MI 49829
 (906) 786-1800

North Region
 2927 D & M Drive
 Gaylord, MI 49735
 (989) 731-5090

Grand Region
 1420 Front Avenue, NW
 Grand Rapids, MI 49504
 (616) 451-3091

Bay Region
 55 E. Morley Drive
 Saginaw, MI 48601
 (989) 754-0878

Southwest Region
 1501 E. Kilgore Road
 Kalamazoo, MI 49001
 (269) 337-3900

University Region
 4701 W. Michigan Avenue
 Jackson, MI 49201
 (517) 750-0401

Metro Region
 18101 W. Nine Mile Road
 Southfield, MI 48075
 (248) 483-5100

Superior	Southwest	Metro
North	University	Region Office
Grand	Bay	TSC

GLOSSARY

Adopt-A-Highway: A department program designed to help keep the state's highway roadsides clean and attractive. Participants adopt both sides or a section of state highway roadside to clean up over a two year period. A minimum two mile stretch of roadway is recommended. All types of state highways may be adopted, including two-lane roads, freeways, boulevards, and business routes. The name of the group will be identified on Adopt-A-Highway signs to be displayed near the roadside area.

Clear Zone: The total roadside area, starting at the edge of the traveled way, available for safe use by errant vehicles. This area may consist of a shoulder, a recoverable slope, a non-recoverable slope, and/or a clear run-out area. The desired width is dependent upon the traffic volumes and speeds and on the roadside geometry.

Control Cities: Major destinations used on navigational guide signs which provide motorists additional orientation when entering or exiting the trunkline system beyond directional, route name, and distance information. For the Interstate, the "List of Control Cities for Use in Guide Signs on Interstate Highways" as published by the American Association of State Highways and Transportation Officials designates what the control cities are to be used on guide signs. For all remaining trunklines the department has designated the control cities

Emergency Service Signs: Signs which advise and direct the driver to facilities providing emergency services or assistance. Such facilities include hospitals providing emergency medical treatment and state, county, or local enforcement agencies.

Freeway: A divided roadway with full control of access and with all crossroads separated in grade.

General Information Signs: Signs which advise the driver of information that may be of interest and in most instances a geographic reference, though not necessary for travel (i.e., political boundary limits, landmarks, Historic Site, Adopt-A-Highway, Heritage Routes, Memorial Signing, Tourist Oriented Directional Signs (TODS), etc.).

Heritage Routes: A department program to preserve unique scenic, historic, or recreational highways. The Heritage Route Program is a grass roots program, requiring involvement by local residents to ensure that their highway and its roadsides remain in their natural and unspoiled conditions. Michigan's residents have an opportunity as individuals, groups, or entire communities to become involved in this important effort to preserve Michigan's roadsides with scenic, historic, and/or recreational qualities.

Highway, Road, or Street: A general term denoting a public way for purposes of travel, including the entire area within the right-of-way.

Interchange: A system of interconnecting roadways in conjunction with one or more grade separations that provides for the movement of traffic between two or more roadways on different levels.

Intersection: The area where two or more highways join or cross, including the roadway and roadside facilities for traffic movements within it.

Michigan Manual on Uniform Traffic Control Devices (MMUTCD): The MMUTCD sets forth the basic principles that govern the design and usage of traffic control devices. The manual presents traffic control device standards for all streets and highways open to the public travel regardless of type or class or the governmental agency having jurisdiction.

Michigan Vehicle Code (MVC): Public Act 300 of 1949 that provides for the registration, titling, sale, transfer, and regulation of vehicles operated upon the public highways of Michigan and other places open to the general public. This act also prescribes the powers and duties of certain state and local agencies and provides for the regulation and use of streets and highways.

Motorist Services Signs: Signs which advise and direct the driver to basic services normally needed to complete a long trip (gas, food, lodging, and camping, tourist information centers, welcome centers, and rest areas).

Navigational Guide Signs: Signs that identify the route or routes that the driver may follow to complete a trip, including directions and distances to cities and other destinations (standard guide signs). Advise the driver of destinations accessible other than those shown on standard guide signing (i.e., township supplemental freeway signing).

Non-Freeway: A roadway with full or partial access.

Public Transportation Signs: Signs which advise and direct the driver to facilities that provide commercial and public passenger travel service (i.e., airports, train stations, bus stations, vehicle ferry docks).

Regulatory Signs: Signs which inform the driver of traffic or regulations concerning vehicle operation on the highway (i.e., stop, yield, speed limit signs, etc.).

Sign Legend: All word messages, borders, logos, and symbol designs that are intended to convey specific meanings on signs.

Specific Service (LOGO) Signs: Logos is a sign program which provides identification and directional information to the traveling public for eligible business establishments offering services for gas, food, lodging, and camping. Logo signs are placed on the freeway system at non-metropolitan interchanges.

Supplemental Guide Signs: Signs used to guide motorists who are seeking a specific destination other than cities, villages, routes, etc. Installation of supplemental signs may be justified when visitation or attendance volumes are high and a significant percentage of motorists seeking a traffic generator is unfamiliar with its location and access routes. This type of signing is secondary to principal signing needs and should be used sparingly.

Tourist Oriented Directional Signs (TODS): TODS is a sign program which provides identification and directional information for tourist oriented activities off from the state rural non-freeway system. A tourist oriented activity is any lawful cultural, historical, recreational, or education activity that is attended annually by 2,000 or more persons and for which a major portion of its income or visitors are derived during the normal business season from motorists not residing in the immediate area. As defined by law, the immediate area is within ten miles of the activity.

TODS Review Board: Established as part of TODS legislation to consider and grant or deny applications for the waiver of the distance requirements in the TODS program. The board is comprised of representatives from the Departments of Agriculture and Transportation, Travel Michigan, and the general public who are engaged in tourist-oriented activities.

Traffic Generator: Any facility, activity, or special point of interest which attracts large numbers of people, a significant portion of whom are unfamiliar with the local area and/or access routes.

Traffic Generator Signs: Signs which advise and direct the driver to activities, facilities or special points of interest which attract a significant number of people who are unfamiliar with the local area and/or access routes.

Trunkline: A roadway under the jurisdiction of the Michigan Department of Transportation.

Warning Signs: Signs which advise the driver of unexpected highway conditions which require extra care in driving (curve, stop ahead, chevron signs, etc.).