

IDAHO TRANSPORTATION DEPARTMENT
Boise, Idaho

STANDARDS AND PROCEDURES
FOR
MULTI-COLORED BYWAY SIGNS
(HISTORIC OR SCENIC BYWAYS)

ON
THE STATE or LOCAL HIGHWAY SYSTEM

June 2007

Idaho Transportation Department

Division of Highways

State Traffic Engineer
Scenic Byway Coordinator

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Shoshone, ID 83352-0820

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District Engineer
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District 3

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I. HISTORY

Scenic Byway Standards -- In 1992, sign wording was changed from “scenic route” to “scenic byway”. The Idaho Transportation Department (ITD) entered into an agreement with Idaho Department of Parks and Recreation, Idaho Bureau of Land Management, USDA Forest Service (Northern Region), and USDA Forest Service (Intermountain Region) to sign all scenic or historic byways the same as the current scenic route signs, with the exception of wording. This agreement applied to all National Forest scenic byways within the state as well. The purpose of this agreement was to comply with the Manual on Uniform Traffic Control Devices (MUTCD) standard and maintain a uniform scenic byway sign program throughout the state.

The Idaho Transportation Department took exception to Section 2H-8 Color Format of the 1988 MUTCD in IDAPA 39.03.41 to allow the use of a multi-colored format on byway signs. The exception to the MUTCD was approved by the Idaho Transportation Board in July of 2000 and was approved by the Idaho Legislature with an effective date of April 11, 2001.

II. LEGAL AUTHORITY

Under the authority of the IDAHO TRANSPORTATION BOARD, the following is established:

1. LEGAL AUTHORITY

Under the authority of Sections 49-201(3) and 67-5203A, Idaho Code, the Idaho Transportation Board adopts the “Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD)”. Section 49-209, Idaho Code, requires that all local jurisdictions follow the guidelines of the MUTCD as adopted by the Idaho Transportation Board.

2. TITLE AND SCOPE

It is the purpose of this policy to establish guidelines for the fabrication, installation and administration of multi-colored byway signs and map boards for the State of Idaho.

III. GENERAL PROVISIONS

1. Purpose

The purpose of this policy is to provide a standard procedures and guidelines for fabrication, installation and administration of multi-colored scenic byway signs and map boards that give specific information to the traveling public in regard to scenic byways within the state. It is the intention of this policy to augment rather than replace the procedures that are currently in place for the administration of the scenic byway program for the State of Idaho.

2. Definitions

The following definitions shall apply to this policy unless the context clearly indicates otherwise:

“Byway Route Marker” – D7-10 24” x 18” White on Brown sign to be used to mark byway routes at intersections only.

“Central Sign Shop” -- The Idaho Transportation Department sign fabrication facility.

“Department” – The Idaho Transportation Department.

“District” – Any Idaho Transportation Department district facility.

“Fabrication Contract” – A contract signed between the Idaho Transportation Department and the lowest bidder conforming to ITD sign fabrication requirements for scenic byway signage.

“Scenic Byways Advisory Committee (SBAC)” – Committee formed under the authority of the Idaho Transportation Board to recognize scenic routes within the State of Idaho and further enhance visitor experiences and promote tourism.

“Local Highway Agency” – A public agency having jurisdiction over the local highways with the responsibility of maintenance of those highways.

“Main traveled way” – The through traffic lanes of the highway system that are fully controlled access highways.

“Map board” – Sign installed at the beginning and end of a scenic byway route which includes a map showing the designated route and the major points of interest. Sign must be installed in a location approved by the Department.

“Multi-colored Scenic or Historic Byway Route Signs” – Signs installed at various intervals along a scenic or historic byway route to provide visual recognition of the route for the traveling public.

“M.U.T.C.D.” – The Manual on Uniform Traffic Control Devices for Streets and Highways. The latest edition as adopted in IDAPA 39.03.41 by the Idaho Transportation Department, complete with any revisions and exceptions.

“Off-System Signs” – Any byway related sign installed outside the State Highway right-of-way.

“Point of Interest Signs” – A supplemental sign mounted below the standard multi-colored scenic byway route sign which directs the traveling public in the proper direction to view points of interest that are listed on the Map boards.

“Site Identification Sign” – D7-12 Logo Only or D9-15 Legend Only sign used in conjunction with D7-8 and D7-9 series Point of Interest signs to identify points of interest in those areas where pre-existing highway signage prevents the use of the standard D7-501 sign.

“Sponsoring Organization” – An organization recognized by the Scenic Byway Advisory Committee, who’s intent and purpose is to gain recognition for a specific route as a scenic byway and to continue to promote and enhance the designated route.

“State Highway System” – Every State highway that is under the jurisdiction of the Idaho Transportation Department.

IV. PROGRAM ADMINISTRATION

The scenic byway sign program will be co-administered by the Headquarters Traffic Section of the Idaho Transportation Department and the Scenic Byway Advisory Committee. An appeal of a decision relative to this policy shall be made to the Idaho Transportation Department in accordance with the Idaho Administrative Procedure Act (see section III. ADMINISTRATION of this policy).

1. Sign Requests:

A. Documentation -- All sign requests must either be submitted by an organization representing a Scenic or Historic Byway that has been approved by the Idaho Transportation Board or the Scenic Byway Advisory Committee. Sign requests must include the following, in order to accurately determine fabrication costs or to prepare a fabrication specification:

- * Full color representation of graphic design (Vector Image PC based artwork on CD, ZIP, or 3.5 floppy disk. This must include 8'x4' size, full color regional map w/map board informational text, list of the points of interest or interpretive sites, mileages, road names, route markers, etc. Artwork showing the approved logo for the 36" byway route signs, point of interest signs and map boards.
- * Total of signs needed. (i.e. 2- 8'x4' map boards, total number of byway route signs [1 approx. every 5 miles and two near intersections of other state routes with the byway route] and the number for point of interest signs [determined by points of interest on the map boards]). The State Traffic Engineer will also need to know how many supplemental signs and the mileage designations when required.
- * The sponsoring organization for the byway should contact the appropriate District Traffic Engineer for help in determining the approved locations for all sign placements.

* Complete contact information for the local agency who will be installing any off-system signs, including the method that will be used to provide the local agency with the signs.

B. Fabrication and Installation -- All sign requests must be approved by both the Scenic Byway Advisory Committee and the State Traffic Engineer. Final approval shall be for both color and design with the exception of background color which shall be Super Engineering Grade white for the byway signs. Map boards shall be approved on a case by case basis, but must have a white background.

a. State Highway System -- Other than bid solicitation, administration of the fabrication contract and the providing of supplemental directional panels, high density plywood, high intensity sheeting and sheeted aluminum sign blanks by the Central Sign Shop, all sign assembly materials, installation and maintenance of signs installed on the State Highway System shall be the responsibility of ITD Districts.

b. Off-System -- When byway signs are installed off the State Highway System the State Byway Coordinator shall provide the proper financial charge codes to the State Traffic Engineer for proper billing of any and all labor which may be incurred and any and all materials which are provided for installation off-system by non-Department personnel. Materials may include such items as: sign blanks, sign sheeting, posts, bracing and miscellaneous hardware.

The above costs shall be in addition to all normal byway sign fabrication costs. The contract sign fabricator shall be responsible for application of the approved designs onto the sign blanks as provided. This shall include individual byway signing, point of interest signs and map boards.

C. Off-System Approval Letter -- Sign requests for the fabrication of signs to be installed off the state highway system or for point of interest directional signing that will direct state highway traffic off system and onto local roads must include a letter from the local highway jurisdiction giving their approval for the sign installation and stating the extent of their participation in the sign installations. The letter of approval shall be required to be from the agency having jurisdiction over the affected roadways and shall be considered a release of any liability on the part of the Department for improper placement of off-system signs or for damage to off-system roadways due to increased traffic generated by the byway directional signs.

2. Sign Design:

A. The MUTCD establishes standard sign formats, sizes and colors for all highways within the State of Idaho.

B. The MUTCD category of "Recreational and Cultural Interest Signs" contains the information for all byway signs. Byway signs are designated to be a white legend on a brown background, however the Idaho Transportation Department has approved an exception to the MUTCD standards by adopting a multi-colored format for the byway signs in IDAPA 39.03.41, effective April, 2001. This exception allows multi-colored byway signs as an option, when approved by the Idaho Transportation Board or the Scenic Byway Advisory Committee.

C. Artwork and general design for multi colored byway route signs, point of interest signs or map boards shall be the responsibility of the sponsoring organization of the individual byway. The sponsoring organization shall develop a proposed logo design for the byway signs and a layout for the 8' x 4' multi-colored map board. All map board submittals shall include informational text, a regional map and a listing of the pertinent points of interest, for the Scenic Byway Advisory Committee and the State Traffic Engineer's review and approval.

- The artwork, logo, text and route mapping for all signs shall be submitted to the Central Sign Shop in digital format as a vector image on disk or CD prior to the commencement of the bidding process.
- The sponsoring organization shall also be responsible for making any changes recommended or required by the Scenic Byway Advisory Committee or the State Traffic Engineer prior to the fabrication and installation of any byway sign or map board on the state highway system.

3. Sign Materials:

- A. Funding – The State Byway Coordinator shall be responsible for providing monies for all fabrication and replacement costs of multi-colored byway route signs and map boards that are approved by the Scenic Byway Advisory Committee. All orders for byway signing shall include a minimum of two extra individual byway route signs to be kept by the respective ITD District Sign Shop or local highway agency for replacement purposes in case of vandalism, theft, accident or deterioration due to normal use. Extra map boards will not be required.
- B. ITD Central Sign Shop -- ITD Central Sign Shop shall provide all sheeted sign blanks for multi-colored byway signs and map boards to the contract fabricator for application of the approved individual byway logos. The ITD Central Sign Shop shall supply point of interest supplemental directional panels to the Districts or local highway agency for installation as needed. Sign blanks shall meet the requirements of Section 708-Metals and Section 712-Signing Materials, of the Idaho Transportation Department "Standard Specifications for Highway Construction" Manual".
- C. Materials -- ITD Districts shall be responsible for providing all sign posts, sign frames and mounting hardware, as needed for installations on the State Highway System.
- a. ITD Districts shall provide the same materials for all off system installations, however the materials must be charged using the appropriate charge codes provided by the State Byway Coordinator.
- D. State Highway System Signs -- ITD District sign crews shall provide all labor to fabricate, install and maintain all sign frames and sign assemblies, as needed for all byway signs and byway map boards that are installed on the state highway system.
- E. Off-System Signs -- Byway signs installed off-system, shall be installed and maintained by the local highway agency having jurisdiction over the highway upon which the signs are installed.

4. Sign Fabrication/Mounting:

- A. **Mapboard Specifications** -- All byway map boards shall have a maximum dimension of 8' x 4', be fabricated from .080 nominal thickness aluminum substrate and be mounted in frames that match the historical marker mounts when used in a turnout. All mapboard substrate shall require backing by 1/2" (.500) nominal high density plywood to prevent warpage or deflection. Map boards must have brown primary legend on a white background and maintain a two inch (2") border area free space around the perimeter of the map board for mounting purposes. Regional maps are to be fabricated in multi-colored format on a white background.
- B. **Route Sign Specifications** -- All byway route signs shall be fabricated from .080 nominal thickness aluminum substrate on 36" square sign blanks with white Super Engineering Grade background sheeting.
All byway route signs shall have brown border and brown 4" alphabet font approved by the Scenic Byway Advisory Committee for the legend and have the name of the individual byway located at the top of the sign on not more than two (2) lines of legend. All byway route signs shall have an 1-1/2 inch (38 mm) corner radius and a border as follows: 3/4 inch (19 mm) in width with a 1/2 inch (13 mm) inset. A single line of legend, either "Scenic Byway" or "Historic Byway" shall be located at the bottom of the individual byway route signs. An approved multi-colored format logo designed to represent the specific byway shall be centered between the lines of legend by the contract sign fabricator.
- C. **Point of Interest Sign Specifications** -- All byway "Point of Interest" sign installations shall consist of a supplemental directional panel mounted below the byway route signs to direct the motorist. Supplemental directional panels shall be 36" x 18" fabricated from .080 nominal thickness aluminum sheeting with the legend "Point of Interest" in combination with a RH or LH arrow pointing to the roadside pullout or parking area where the point of interest can be viewed. Supplemental directional panels shall have a white border 5/8 inch (16 mm) in width flush to the edge of the sign blank. The legend and arrows shall be white on a brown background and shall have 4" alphabet font approved by the Scenic Byway Advisory Committee for the legend. If the point of interest is not visible from the state highway a distance shall also be given on the supplemental sign panel.

Optional site identification signs for points of interest are available for use when existing highway signage makes the use of the larger byway sign impractical. If used, the signs should be placed below the point of interest arrow sign as the bottom sign on the assembly and placed in conjunction with existing signage wherever possible. Optional signs are as follows:

- D9-15 36" x VAR legend ONLY; or
- D7-12 24" x 18" Logo ONLY

See Section IV.7.A Sign Installation, Location and Replacement.

- D. **Intersection Signing** -- Intersection signing procedures have been changed to reduce the man hours and cost of changing all highway route markers and supplemental arrow panels to White on Brown. The new procedure allows the installation of only one sign below the appropriate route marker at intersections on the Scenic or Historic byways. The sign D7-10 (See Appendix) is 24" x 18" White on Brown and is shown below. The sign is shown on the web in the sign manual and is available for order as a standard sign through the Central sign shop. The 36" Scenic Byway Route Markers are to be installed outside city limits ONLY and only the

D7-10 signs in conjunction with the Std. Highway Route Markers and Supplemental arrows should mark the byways through the cities.

Advance intersection signing for all byways should have a Byway Route Marker with a D9-6 R or L (24" x 6") brown arrow (See Appendix_ mounted below. This will inform the motorist of the start of a byway at the upcoming intersection. This will be further confirmed by the D7-10 sign mentioned above.

The D7-601 series byway signs (See Appendix) are meant to direct the traveling public to a specific byway when that byway doesn't start at an intersection with the State Highway system.

- E. **Mounting Heights** -- For safety reasons, the mounting height of any sign on the State Highway System should place the sign above any obstruction (such as ground foliage or parked cars), provide proper location for headlight illumination, and be within the driver's cone of vision.

Vandalism or snowplow damage is always a consideration when installing signs. The mounting heights may require adjustment above the recommended heights to address excessive damage due to vandalism or snowplow damage.

Mounting heights shown in the following address specific locations and sign types:

a. **HIGHWAYS – Byway Route Signs**

- i. **Roadway Shoulder** --To promote uniformity it is suggested that all new sign installations on the roadway shoulder be mounted at least 7 feet above the nearest pavement edge, except where engineering judgment dictates lowering to the minimum of 5 feet which is allowed in the MUTCD.
- ii. **Outside Roadway Shoulder** -- Mounting height of single post signs located outside the highway shoulder, but still within the clear zone should be installed at a minimum of 7 feet from the ground surface to the bottom of the sign and no lower than the required 5 feet minimum above the nearest edge of pavement as measured to the bottom of the sign assembly. This reduces the probability of single post signs and posts going through the windshield or roof of a car when the post is hit. Sign posts located behind guardrail or outside the clear zone do not have to meet these minimum heights for safety.

b. **TURNOUTS -- Mapboards**

Scenic Byway Mapboards should be kept at the minimum allowable mounting height of 5 feet due to the sign having an abundance of information that requires the sign to be viewed and read by the traveling public. If the signs are installed behind protective guardrail the mounting height may be lowered below the minimum mounting height for easier reading by the user.

c. **REST AREAS OR PARKS -- Mapboards**

Scenic Byway Mapboards in Rest Areas or Parks may be installed without regard to maintaining a minimum mounting height of 5 feet as measured from the sidewalk, pavement surface or grass to the bottom of the sign assembly if they are not adjacent to the roadway. However, the mounting heights should be established by considering the ease of

use by the reader or uniform mounting that matches other existing signs while maintaining a mounting height that does not interfere with pedestrian activity or maintenance of the facilities.

d. POINT OF INTEREST – Supplemental Site Identification Signs

Supplemental site identification signs with either legend ONLY (D9-15) or the byway logo ONLY (D7-12) should be installed as the bottom sign in an assembly when placed on a post with other existing highway signage. Mounting the signs in conjunction with Historical or Geological site identification signing would be an example of sign usage. Existing signage always takes precedence and should be the uppermost signs on an assembly, followed by a Point of Interest Sign and then either the (D9-15) 36" legend ONLY sign or the (D7-12) 24" x 18" logo ONLY sign as the bottom sign. The sign assemblies must maintain a minimum mounting height of 5 feet in rural areas and minimum 7 feet if in a pedestrian area.

5. Bid Solicitation and Fabrication Contract:

- A. A minimum of three bids in conformance with applicable federal byway funding reimbursement guidelines shall be required from qualified graphic design sign fabricators.
- B. The fabrication specification will be written and the fabrication contract administered by ITD Central Sign Shop for all byway route signs and map boards. Two additional individual byway route signs will be fabricated under the contract and stored by the District or Local Highway Agency for each byway that is signed within the District for use as replacements for one of the original signs. The contract shall provide for overlays for approved corrections to map board information. Corrections to byway route signs and point of interest supplemental signs shall NOT be allowed to be made with overlays, but must be made with complete sign replacement.
- C. The State Byway Coordinator shall be responsible for providing charge codes to recover all cost's incurred for the development of film negatives, transparencies, map boards and individual byway sign fabrication (other than those materials and installation provided by ITD for byway signing on the State Highway System as stated in Section IV, Program Administration, Sign Materials).
- D. The State Byway Coordinator shall be responsible for allocation of funds to pay the sign fabricator, for all costs as stated in the fabrication contract.

6. Sign Delivery:

- A. Completed signs shall be delivered from the contractor sign fabricator to the Central Sign Shop located on Coffey St. in Boise, Idaho at the District Three yard for the Idaho Transportation Department.
- B. The Central Sign Shop will be responsible for shipping the completed signs to the appropriate District Sign Foreman, using normal delivery methods approved by the Idaho Transportation Department.
 - a. For installations off the State Highway System, the District Sign Foreman shall contact the Local Highway Agency for signs and materials to be picked up at the District yard

unless other arrangements have been agreed upon in advance. Contact information for off-system installations shall be provided to the Central Sign Shop Manager at the time of the initial sign order.

7. Sign Installation, Location and Replacement:

- A. The District or Local Highway Agency shall install one map board at each end of the byway, at locations that are identified and approved by the District, prior to the placement of any route signing for the byway. Mapboards and Point of interest signing shall not be installed unless locations are present where the motorist may safely pull from the highway to view the byway map boards or point of interest signing. Preferable locations for map boards are rest areas, visitor centers, kiosks, and turnouts identified for such purposes. Points of Interest should be located in a turnout or outside the highway right of way or on an off-system roadway where the motorist can safely park and exit their vehicles to view the point of interest. The District or Local Highway Agency sign crews shall place individual byway route signs intermittently along the scenic route at locations determined by the District or Local Highway Agency. Preferable spacing is a **MINIMUM** of 5-mile distances between signs, placed in both directions of travel at those locations. Signs should also be placed at each direction of travel where another state highway or major collector intersects a byway route. Byway, "Point of Interest" and "Site Identification" signing shall be placed below byway route signing in those areas where points of interest that are shown on the informational mapboard are located. Placement of route signing for the byway shall be adjusted to allow the minimum use of signing when a point of interest is within 2 miles, plus or minus of the proposed route sign location. This will eliminate the use and placement of more signs than are necessary to inform the motorist about the byway and the associated points of interest.

When Points of Interest are located in a turnout or at a location where existing highway signage makes the placement of a 36" x 36" Byway logo sign impractical, a smaller (D9-15) 36" x Var legend sign or a (D7-12) 24" x 18" logo ONLY sign may be used for site identification. The sign should be placed in combination with existing signs whenever possible, but must meet the signing standards ITD and the MUTCD at all times.

- B. If a sign is stolen, damaged or deteriorates to a condition which ITD or the Local Highway Agency, determines to be a hazard to the public, or determines that the sign is illegible or detracts from the scenic enhancement of the area surrounding the sign location, ITD or the Local Highway Agency may, at its sole cost, remove and dispose of a map board or individual scenic byway sign. The District or Local Highway Agency shall give the State Byway Coordinator written notice of its intention to remove and dispose of any such map board or individual byway sign and the need to replace spare signs held in stock. The District or Local Highway Agency shall replace any stolen, damaged or deteriorated signs with spare signs that have been furnished for that purpose, if the spare individual byway signs are insufficient in number, The State Byway Coordinator shall have 30 days after written notification in which to elect to repair or replace the map board or individual byway signs and notify the State Traffic Engineer or Local Highway Agency of their intentions pursuant to the requirements of this policy.
- C. When the State Traffic Engineer is notified by the State Byway Coordinator of his intent to replace the signs and agreement to pay pursuant to the fabrication agreement, the order will be placed by the Central Sign Shop with the holder of the fabrication agreement for the number of

signs required to replace those that were stolen, damaged or deteriorated or to replace any spare signs that may have been depleted from stock.

- D. In the event that State Byway Coordinator fails to provide notification and pay for replacement map boards or individual byway signs, the ITD or Local Highway Agency may, at its discretion, replace stolen, damaged or deteriorated map boards or individual scenic byway signs with ITD's standard design byway signs. If at any time after the ITD or Local Highway Agency has replaced the signs, the Scenic Byway Advisory Committee or a sponsoring organization requests replacement individual scenic byway signs or map boards in the multi-colored format to replace those installed by the ITD or the Local Highway Agency, the committee shall be required to reimburse the Department and/or the Local Highway Agency for any and all costs of fabricating, installing, removing and replacing the signs placed due to lack of response by the notified party.

8. Appeals:

If a request for a byway sign design is denied, the applicant will be notified in writing by the State Byway Coordinator of the reasons for the denial. The applicant will have an opportunity to correct any deficiencies before the next Scenic Byway Advisory Committee meeting and to address the committee in person once the required changes have been made. The decision of the Scenic Byway Advisory Committee in conjunction with the State Traffic Engineer shall be final in respect to approval of design for an individual byway sign or map board.

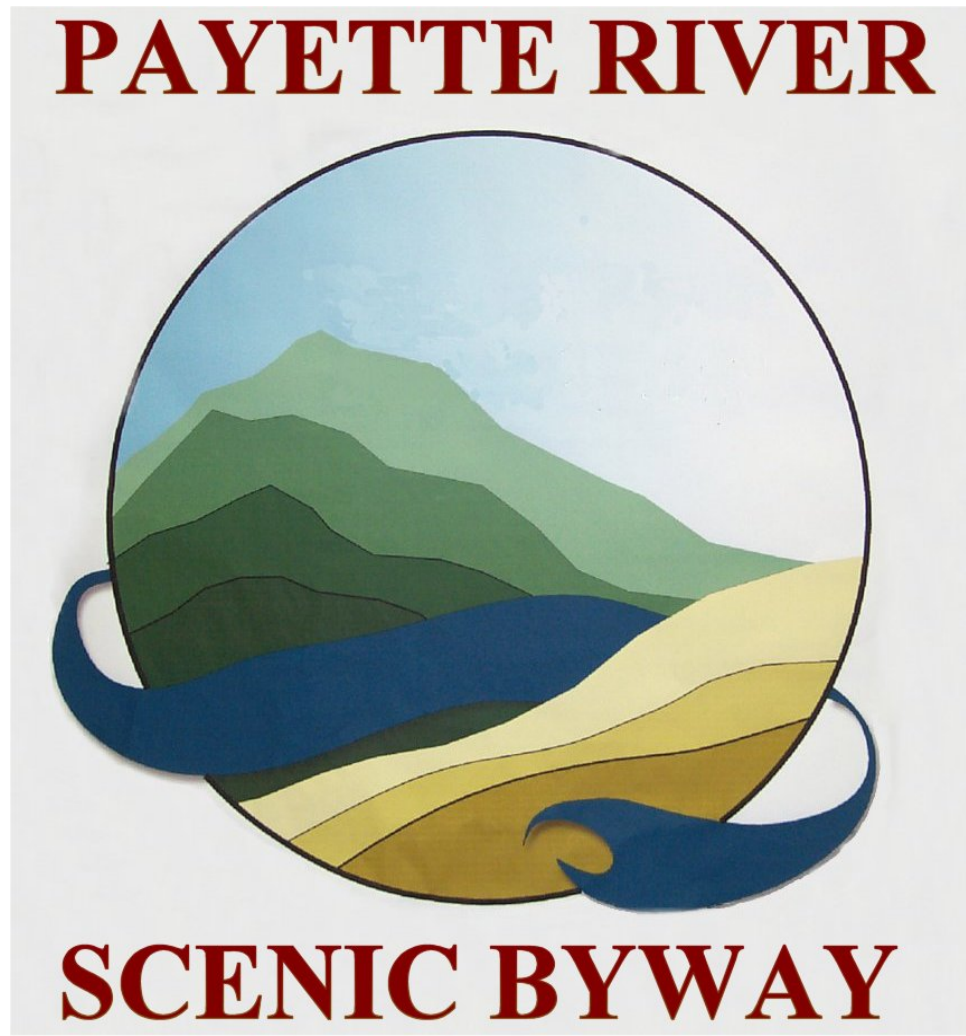
The Scenic Byway Advisory Committee and Headquarters' Traffic Engineer, have final approval over sign design. If sign or map board design requirements as stated in this policy, are not met by the sponsoring organization, a request for byway signs may be denied.

Notwithstanding, the fact that an applicant meets all of the eligibility requirements of this policy, a sign request may be denied by the Scenic Byway Advisory Committee if it is determined that adequate funding does not exist to pay for the design, manufacture or installation of either the map boards or individual byway signs.

The Department, has final approval over sign locations on the State Highway System. The Local Highway Agency shall have final approval for all sign installations on the local highway system. If adequate facilities are not available for signs to be located properly and in accordance with MUTCD and Department standards, a request for byway signs may be denied.

APPENDIX A

TYPICAL ROUTE SIGN LAYOUT



or

HISTORIC BYWAY

or

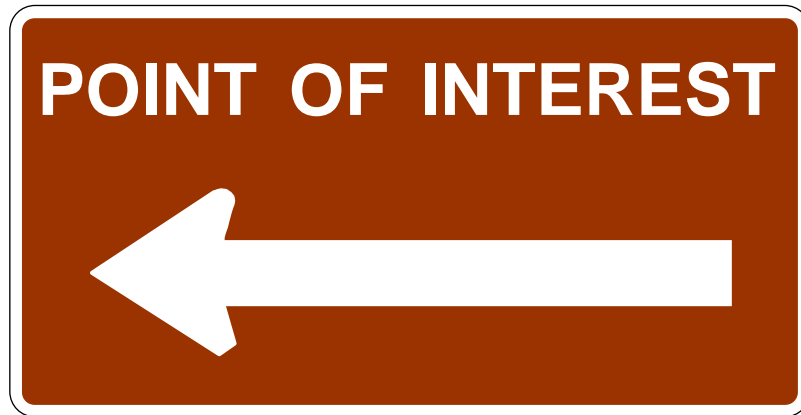
BACKCOUNTRY BYWAY

TYPICAL POINT OF INTEREST SIGN LAYOUT



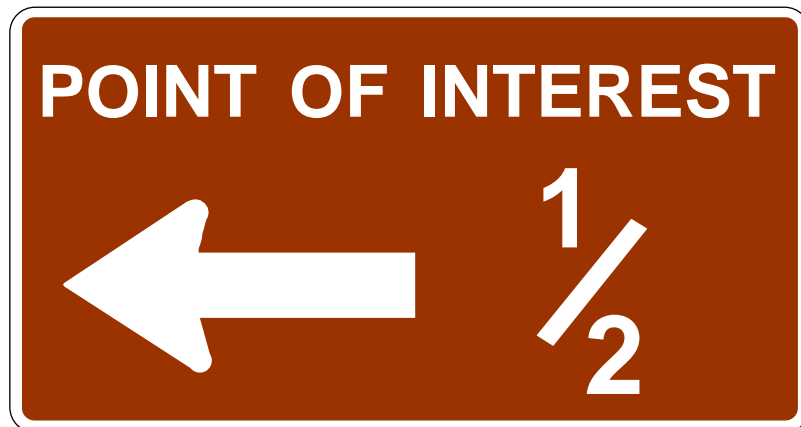
D7-501, D7-9, D9-15 (EXAMPLE NOT TO SCALE)

TYPICAL SUPPLEMENTAL GUIDE SIGN LAYOUT



D7-9 (36 X 18)

ARROW ONLY -- POINT OF INTEREST IS VISIBLE FROM HIGHWAY



D7-8 (36 X 18)

ARROW W/MILEAGE -- POINT OF INTEREST IS NOT VISIBLE FROM HIGHWAY

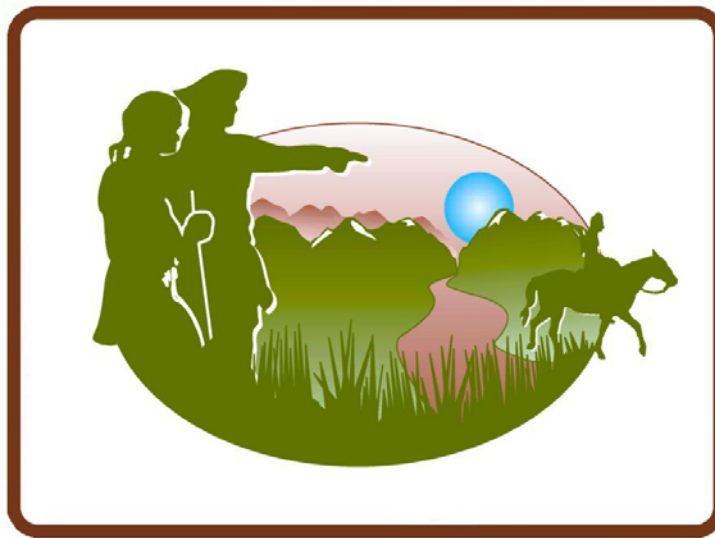
POINT OF INTEREST – SITE IDENTIFICATION SIGNS



D9-15 36 x VAR (Legend to match byway name)

SITE IDENTIFICATION -- USE BELOW D7-8 OR D7-9 SIGN

OR



D7-12 24 x 18 (Use approved byway logo ONLY)

SITE IDENTIFICATION -- USE BELOW D7-8 OR D7-9 SIGN

TYPICAL INTERSECTION ROUTE MARKER
USE TO MARK ROUTE AS BYWAY IN URBAN LOCATIONS



D7-10 24 x 18



D9-6 24 x 6

D9-6 ARROW SHOULD BE USED WITH D7-501 AS AN ASSEMBLY IF DIRECTING TRAFFIC FROM ONE HIGHWAY ONTO ANOTHER THAT HAS BEEN DESIGNATED AS A BYWAY.