

## **POLICY FOR TRAFFIC SIGNS**

(Adopted December 1996 & Revised May 2012)

The Forsyth County Department of Engineering will allow the installation and maintenance of custom traffic signpost with standard signs within a designated subdivision under the following situations:

The Maintaining Authority for custom sign post and signs will be the Developer until final plat approval is awarded, then the Maintaining Authority will be a legally formed homeowners association.

The Maintaining Authority will assume all cost associated with the installation, maintenance, and any liability that may arise from the use of custom traffic signpost. The Maintaining Authority agrees to indemnify the Forsyth County Department of Engineering and authorized representatives from any liability that may be incurred from the use of these signs.

The Maintaining Authority is granting this permit with the following stipulations:

- 1) The restrictive covenants shall express the Homeowners Association is responsible to install and maintain custom sign post and standard signing within the subdivision in accordance with approved signing plans. Additional signing cannot be installed without the written consent of the Department of Engineering.
  - a) Custom Sign Post and Standard Signs: Any non “U” channel standard post with standard signing, shall be installed and maintained by the Maintaining Authority.
  - b) Standard Post and Signs: Shall be installed by the Developer in accordance with the approved signing plan prior to the release of the eighteen month maintenance bond or before any Certificate of Occupancy will be issued. Once approved, Forsyth County Department of Engineering will assume maintenance of these signs.
- 2) The final plat will contain a notice signed by the Developer, which notifies all property owners of their responsibility for custom post and sign installation and maintenance within their subdivision.
- 3) Street Name Signs will be use standard 0.10" thick flat blade or a 0.08" extruded blade with a height of six and three quarter inches (6 ¾") and be variable or fixed length, with a maximum being forty-eight (48"). They shall be installed on top of traffic control sign. (Std. 171 Dia. “A”)
- 4) Sign Posts shall be of “breakaway” or other design, which meets the requirements of Section 7 of the American Association of State Highway and Transportation Official (AASHTO), “Standard Specifications for Highway Signs, Luminaries and Traffic Signals”.

- 5) A detailed drawing showing typical installation, pole type, sign size and FHA approval must be provided and approved for each sign type being installed and maintained.
- 6) All signs must meet the minimum requirements outlined for construction and installation in the current edition of the Manual on Uniform Traffic Control Devices.
- 7) Before any signposts are installed, locations shall be marked and then reviewed by the Forsyth County Department of Engineering. Failure to have locations reviewed will result in sign relocation by the appointed authority if defects are found.
- 8) The Maintaining Authority understands that periodically signs are damaged, vandalized, stolen, or faded to the point they must be replaced, repaired or otherwise made to comply with current Forsyth County Department of Engineering standards and regulations. We recommend that the Maintaining Authority keep some pre-fabricated stop signs on hand for replacement. The Maintaining Authority can remove and install any sign for the purpose of maintenance as follows:
  - a) Stop Signs: Shall be replaced immediately.
  - b) Other Regulatory Signs: Shall be replaced within one week.
  - c) All other Signs: Shall be replaced within three weeks.
- 9) Forsyth County will make periodic inspections for substandard signs. If found, the Maintaining Authority will be notified which signs need to be replaced. If the Maintaining Authority does not replace the defective signs within the time restraints of section (8), then Forsyth County will install standard county post/sign and bill the Maintaining Authority current installation cost.
- 10) If the Maintaining Authority fails to maintain its custom signs, Forsyth County may assume maintenance for all signs in the subdivision. We will notify the Maintaining Authority by registered letter that the permit to install and maintain custom signs has been revoked. Once maintenance has been assumed by Forsyth County, all custom signs will be removed and replaced with standard post/sign assemblies. The current cost for each sign assembly will be accessed to the Maintaining Authority.
- 11) If the Maintaining Authority wishes to stop maintenance of custom signs, they must request in writing that Forsyth County assume responsibility for sign maintenance. Once assumed, Forsyth County will remove all custom signs and replace them with standard post/sign assemblies and access current cost for each installation to the Maintaining Authority.
- 12) Any custom sign that has been replaced by Forsyth County may not be removed and replaced by the Maintaining Authority without first contacting Forsyth County Department of Engineering at:

Forsyth County Department of Engineering  
Attn: Scott Gunter  
110 East Main Street  
Suite 120  
Cumming, Georgia 30040  
Phone # (770) 781-2165

- 13) Signs will be installed in accordance with the current Forsyth County Standards No. 171 or 172.
- 14) Installation of additional Stop signs within a subdivision to create multi-way stop intersection or intersections will require a simple majority of the subdivision residents which must utilize the intersection on a daily basis or to access the amenity area to be included in the count when determining the percentage in favor of the signs. The petition included below can be used to collect the necessary signatures of the subdivision residents and must clearly state at the top of each petition the intersection street names of the proposed multi-way stop location(s). Once the simple majority (50+%) of signatures are obtained, the Homeowners Association must also take action to approve the multi-way stop installation(s) and forward a letter of request with the petitions stating the date of HOA approval to Forsyth County for consideration. Once all the information is reviewed and approved by the County, if the subdivision has county maintained signs, we will schedule the multi-way stop installation as soon as possible at no cost to the HOA; if the Subdivision has custom maintained signs by the HOA, it will be the HOA's responsibility and cost to get the additional stop signs installed.

**PETITION FOR INSTALLATION OF STOP SIGNS**  
**SUBDIVISION NAME: \_\_\_\_\_**

**INTERSECTING STREET NAMES FOR MULT-WAY STOP:**

1. Example: Green Street at Branch Avenue
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**PROPERTY OWNER SIGNATURES**  
**(Name as it appears on Tax Bill)**

	<u>YES</u>	<u>NO</u>	
1) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #
2) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #
3) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #
4) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #
5) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #
6) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #
7) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____
Print Name (First, Last)			Witness
_____			_____
Signature			Lot #