

GENERAL APPLICATION FOR GUIDE SIGNING

*This information required to apply for highway signing in accordance with
MDOT's Guidelines for Signing on State Trunkline Highways.*

COMPLETE BOTH SIDES AND RETURN TO MDOT OFFICE

NOTICE TO APPLICANT: This application must be completed by the owner or agent of the facility and returned to the appropriate MDOT office for processing. All requirements must be met before a facility is considered for signing on a state trunkline highway.

GUIDE SIGN CATEGORIES

Please select the appropriate guide sign category (choose one of the following). The requirements for each guide sign category are provided at the end of this application.

<u>CATEGORY</u>	<u>DESCRIPTION</u>
General Information Signing (<i>Select one below</i>) Slogan Signing Historical Site/District Signing	Slogan sign below city or county boundary sign. Examples are accomplishments such as state sport championships and Communities of Economic Excellence. Historical sites/districts listed in the State Register of Historical Sites or the National Register of Historic Places.
Camping Signing (<i>Select one below</i>) Modern Rustic	Camping facilities that are not eligible for Logo signing or Tourist Oriented Directional Signing (TODS)
Emergency Service Signing (<i>Select one below</i>) Hospital Free-Standing Emergency Medical Center Law Enforcement	Facilities with emergency services, state police, sheriff, or local law enforcement offices
College/University Signing	College/University meeting specific requirements
Traffic Generator Signing	Signing to other facilities not covered above. Examples are arenas, stadiums, zoos, fair grounds, auditoriums, parks, recreational areas, etc.

OFFICIAL NAME OF FACILITY

REQUESTED LOCATIONS FOR SIGNING

STATE FREEWAY/NON-FREEWAY ROUTE	AT	CROSSROAD

FACILITY LOCATION

ROAD NAME OR HIGHWAY NUMBER	NUMBER OF MILES FROM NEAREST CROSSROAD				
	miles	North	South	East	West
NAME OF NEAREST CROSSROAD	COUNTY				

ADDITIONAL INFORMATION REQUIRED**CAMPING SIGNING**

NUMBER OF CAMPSITES

CHECK ALL APPLICABLE

MODERN

Electricity
 Drinking Water
 Showers
 Flush Toilets
 Public Telephone Access

RUSTIC

Drinking Water
 Pit or Flush Toilets

HOSPITAL/FREE-STANDING EMERGENCY MEDICAL CENTER SIGNING

CHECK ALL APPLICABLE

Designated by Michigan Department of Licensing and Regulatory Affairs
 Provide 24 hours emergency service, seven days a week
 Doctor on duty
 On-premise sign identifying facility

HISTORICAL SITE/DISTRICT SIGNING

CHECK ALL APPLICABLE

Listed in State Register of Historical Sites
 Listed in National Register of Historic Places

COLLEGE/UNIVERSITY SIGNING

ACCREDITATION AGENCY

NUMBER OF ANNUAL VISITORS/CUSTOMERS
 (Please attach list with breakdown on customers
 and/or special events and approximate total
 attendance figures for year.)

NUMBER OF FULL TIME STUDENTS LIVING ON CAMPUS

NUMBER OF FULL TIME STUDENTS LIVING OFF CAMPUS

TOTAL STUDENT ENROLLMENT*

* Number of annual visitors does not include enrolled students.

TRAFFIC GENERATOR SIGNING

FACILITY TYPE AND/OR PRIMARY ACTIVITY

NUMBER OF ANNUAL VISITORS/CUSTOMERS
 (Please attach list with breakdown on customers
 and/or special events and approximate total
 attendance figures for year.)

I hereby certify that all answers to questions on this application are true to the best of my knowledge and that the facility meets the prerequisites shown on this form. I understand that any false information may result in rejection of my application and/or removal of signs erected.

APPLICANT SIGNATURE

PHONE NUMBER

DATE

APPLICANT NAME (Please print)

ADDRESS

E-MAIL ADDRESS

FOR MDOT USE ONLY

APPROVED

TRAFFIC AND SAFETY REPRESENTATIVE (Signature)

DATE

DENIED

INSTRUCTIONS FOR COMPLETING FORM 1501

GENERAL INFORMATION SIGNING

SLOGAN SIGNING

The special slogan panel, mounted below the city or county boundary sign, will display legend approved by the requesting local governmental agency. There should be one message per slogan sign with a maximum of three lines of legend.

It will be the responsibility of the requesting local governmental agency to fund the initial installation and 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. Requests from non-governmental agencies will not be considered.

Slogan signs are to recognize accomplishments in the community. **Signs resembling advertising such as Home of the State College will not be permitted.**

HISTORICAL SITE/DISTRICT SIGNING

The site/district shall be listed in the State Register of Historical Sites or the National Register of Historic Places. The location must have a historic structure(s) or other historic object(s) visible to the public or a site/district explained by on-site signs or other devices. Sufficient parking must be in place.

In areas with population less than 20,000 the site/district must be fronting the non-freeway or fronting the crossroad within five miles of the non-freeway. For areas with population over 20,000 the site/district must be within one mile of the non-freeway. Signing on freeways is prohibited.

It will be the responsibility of the requesting local governmental agency or local historical organization to fund the initial installation and to furnish sign replacements when needed or pay the costs incurred by the Department to maintain the signs.

CAMPING (NON-LOGO OR NON-TODS) SIGNING

The facility must be licensed by the Michigan Department of Environmental Quality; be located within ten miles of the freeway interchange or non-freeway; have trailblazer signs erected, as necessary, by the appropriate roadway agency; have 25 or more campsites available for overnight short-term use and provide the following services.

Modern: Electricity, drinking water, showers, flush toilets, and a public telephone access.

Rustic: Drinking water, and pit or flush toilets.

EMERGENCY SERVICE SIGNING

HOSPITAL SIGNING

This facility must be located within one mile of the non-freeway or within 10 miles of a freeway interchange to qualify for a hospital symbol sign; be adjacent to the intersecting crossroad or have trailblazer signs erected, as necessary, by the appropriate roadway agency. The facility must be designated as a hospital by the Michigan Department of Licensing and Regulatory Affairs ([LARA](#)), have a valid license, provide 24 hours emergency service, seven days a week, have a doctor on duty (or emergency care nurse on duty with a doctor on call) and have an on premise sign identifying the facility. Informational pamphlets and brochures must include a map to the facility and be provided to the Department. 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. Only hospital symbols signs will be permitted on non-freeway trunkline. Names of hospitals will be permitted if the name is on the freeway signs.

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 in lieu of a hospital symbol 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 the exit. A request for a hospital name sign may be denied if the Department's priorities for sign installation cannot be met. A maximum of two signs (one per direction) at the closest interchange providing the most direct and appropriate route, with minimal turns by the driver to the hospital facility will be permitted. If there are other interchanges within two miles of the hospital, the Department may allow one additional interchange to be signed with the hospital symbol sign as long as the additional interchange provides a direct alternate route to the hospital facility with minimal turns.

FREE-STANDING EMERGENCY MEDICAL CENTER

This facility must be located within one mile of the non-freeway or within 10 miles of a freeway interchange to qualify for an emergency medical center symbol sign; be adjacent to the intersecting crossroad or have trailblazer signs erected, as necessary, by the appropriate roadway agency. The facility must be designated as a free-standing emergency medical center by the Michigan Department of Licensing and Regulatory Affairs ([LARA](#)), have a valid license, provide 24 hours emergency service, seven days a week, have a doctor on duty (or emergency care nurse on duty with a doctor on call) and have an on-premises sign identifying the facility. Informational pamphlets and brochures must include a map to the facility and be provided to the Department. If emergency medical center symbol signs are requested only the closest facility providing the most direct and appropriate route with minimal turns by the driver will be signed. Only emergency medical center symbols signs will be permitted on non-freeway trunkline. Names of free-standing emergency medical centers will be permitted if the name is used on the freeway signs.

If a free-standing emergency medical center is within two miles from a freeway, the free-standing emergency medical center 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 in lieu of an emergency medical center symbol sign. For placement of free-standing emergency medical center name signs, the free-standing emergency medical center 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 free-standing emergency medical center name shall be limited to a maximum 3 lines of legend, including the exit number or distance to the exit. A request for an emergency medical center name sign may be denied if the Department's priorities for sign installation cannot be met. A maximum of two signs (one per direction) at the closest interchange providing the most direct and appropriate route, with minimal turns by the driver to the free-standing emergency medical center facility will be permitted. If there are other interchanges within two miles of the free-standing emergency medical center, the Department may allow one additional interchange to be signed with the emergency medical center symbol sign as long as the additional interchange provides a direct alternate route to the free-standing emergency medical center facility with minimal turns.

STATE POLICE, SHERIFF, OR LOCAL ENFORCEMENT SIGNING

The facility must be located within one mile of the non-freeway or within 10 miles of a freeway interchange; be adjacent to the intersecting crossroad or have trailblazer signs erected, as necessary, by the appropriate roadway agency. 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 hour's requirement is not met, the facility shall have an emergency call box before signing can be considered.

COLLEGE/UNIVERSITY SIGNING

The institution must be accredited by a nationally recognized accreditation agency and meet the minimum annual visitor warrants for Traffic Generators.

In order to be considered for signs, a significant volume of the traffic generated by the institution must be unfamiliar with the local area and location of the institution. The institution must meet minimum volume warrants and be located within a set distance of the subject state trunkline highway. The volume warrants and distance limits for signing vary according to area population and the number of annual visitors attracted by the facility.

The institution must be located on the crossroad intersecting the state trunkline highway; or, if located off the crossroad, must have trailblazer signs installed by the appropriate roadway agency. College or university signs will not be erected in advance of an interchange connecting two state freeways or in advance of an intersection of two state non-freeways. Where two or more facilities are affiliated with the same institution, only the name of the college or university will be used on highway signs to represent all facilities affiliated with the institution. Peripheral buildings such as stadiums associated with the college or university will be evaluated under Traffic Generator signing.

TRAFFIC GENERATOR SIGNING

In order to be considered for signs, a significant volume of the traffic generated by the facility must be unfamiliar with the local area and location of the facility. The facility must meet minimum volume warrants and be located within a set distance of the subject state trunkline highway. The volume warrants and distance limits for signing vary according to area population and the number of annual visitors (or customers) attracted by the facility.

Traffic Generator signs will not be erected in advance of an interchange connecting two state freeways or in advance of an intersection of two state non-freeways. The generator facility must be located on the crossroad intersecting the state trunkline highway; if located off the crossroad, the facility must have trailblazer signs installed by the appropriate roadway agency. Where two or more qualifying facilities are affiliated with a common agency and have access by the same road, the name of the common agency will be used on the signs to represent all facilities contained therein.

Gas, food, lodging and camping facilities are classified under the Motorist Services signs group and are not eligible for signs under the Traffic Generator warrants. These facilities may be eligible for Logo signing (freeways) or Tourist Oriented Directional Signing (non-freeways). To determine eligibility please contact Michigan Logos, Inc. at 1-888-645-6467.

All costs associated with signing for Federal, State, County and Municipal parks and recreational areas will be the responsibility of the requesting party.