



## PERMIT TO ERECT AND MAINTAIN CUSTOM STREET SIGNS ON FULTON COUNTY'S RIGHT-OF-WAY

Fulton County Department of Public Works  
Transportation Section  
141 Pryor Street, SW, Suite 6001  
Atlanta, Georgia 30303  
404-730-7495

The intent of this permit is to grant \_\_\_\_\_  
(hereafter called the **maintaining authority**) the authority to erect and maintain traffic signs within  
the limits of \_\_\_\_\_ which includes the following streets:

The **maintaining authority** is granted the permission to erect and maintain signs of the following types:

- Street Name Signs
- Stop Signs & Yield Signs
- Other Regulatory Signs
- Other Warning Signs

The **maintaining authority** is granted this permit with the following stipulations:

- No cost to Fulton County shall arise from the maintenance of these custom signs.
- The **maintaining authority** agrees to indemnify Fulton County of any liability incurred by these signs.
- Installation of Street Name Signs
  - 7' minimum clearance from bottom of sign to the nearest edge of roadway.
  - 10' maximum clearance from the bottom of sign to the nearest edge of roadway.
  - 6' minimum setback from curb or shoulder.
  - 5" minimum letter height on sign.
  - 7" maximum letter height on sign.
- Installation of All other Signs
  - 7' minimum clearance from bottom of sign to the nearest edge of roadway.
  - 6' minimum setback from curb or shoulder

A border, 1" maximum width, and frame may be built to encase signs. The sign must be made from new die cut anodized aluminum, at least .080" in thickness. Coated with a reflective material (3-M high intensity grade minimum).

- Regulatory signs must be on separate poles without any other signs on that pole.
- All sign faces must be readily readable to motorists. All signs faces at collector and arterial roads must have reflective properties and must meet Fulton County's standards for reflectivity. Only Street Name Signs may have the reflectivity requirement waived on subdivision streets.
- Stop Signs must be 30" x 30".  
Yield Signs must be 36" on an edge.  
Speed Limit Signs must be 24" x 30".  
Warning signs must be 30" x 30".
- Sign poles must have "breakaway" properties when struck by a motor vehicle, (i.e., no concrete pillars, no cast iron poles, etc.).
- Sign construction and installation must meet current **MUTCD** (Manual on Uniform Traffic Control Devices) and State specifications.
- A detailed drawing showing typical installation, pole construction, sign size, and frame construction must be approved and on file for each sign type being maintained.
- All site construction placements of signs are to be in Fulton County's Right-of-Way and approved by Fulton County's Transportation Section. Fulton County may require placements at any location within the subdivision.
- After installation is completed, the Transportation Section must be contacted for inspection and final approval.
- No sign, regulatory or otherwise, is to be removed by the **maintaining authority** without immediately installing a replacement of the same type.
- Maintenance may only be granted for the entirety of a subdivision. A list will be maintained by the Transportation Section of locations of maintained signs.
- Maintenance of signs:  
Stop signs, if not replaced within three (3) hours, will be replaced by Fulton County.  
Other Regulatory signs must be replaced within one (1) week.  
All other signs must be replaced within two (2) weeks.

Fulton County, may, at any time, make inspections for substandard signs. If substandard signs are found, the maintaining authority will be notified in writing which signs need to be replaced. Signs may need to be replaced for many reasons including vandalism. Theft, motor vehicle accidents, loss of reflectivity, and others.

Any custom sign requiring replacement and not replaced within the required time limit will be replaced by Fulton County. A fee of \$250 per sign will be charged.

Any custom sign replaced by Fulton County may not be removed or replaced without first contacting the Transportation Section.

- If the **maintaining authority** fails to maintain the custom signs, Fulton County may assume maintenance for all signs in the subdivision. The **maintaining authority** will be notified at its stated permanent address, by written letter, that the permit to erect and maintain custom street signs has been revoked. Once maintenance is returned to Fulton County, all custom street signs will be removed and replaced with standard Fulton County signs at the cost of the **maintaining authority**. Removed custom signs will be stored at the signs Shop (895 Marietta Boulevard) for 10 days. After 10 days, the signs will be taken to the County Landfill.
- If the **maintaining authority** wishes to stop maintenance of signs, it must contact the Transportation Section first in writing.
- If Fulton County is to assume responsibility of traffic signs, the **maintaining authority** must bear the cost of \$ 250 per intersection to remove the custom signs and replace them with standard County signs.
- Fulton County will not install or maintain custom signs, all replacements will be with standard Fulton County signs.

Signs - Type and Location: \_\_\_\_\_  
\_\_\_\_\_

Signs at the intersection of: \_\_\_\_\_  
\_\_\_\_\_

Street Name Signs: \_\_\_\_\_  
\_\_\_\_\_

Stop Signs: \_\_\_\_\_  
\_\_\_\_\_

Stop Sign Locations:  
Faces \_\_\_\_\_  
\_\_\_\_\_

No Parking Anytime signs:  
Faces \_\_\_\_\_  
\_\_\_\_\_

Name of Maintaining Authority: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Fulton County Public Works Department, Transportation Section can be contacted at:

Fulton County Public Works  
Attn: **Wyvern Budram**  
141 Pryor Street, SW  
Suite 6001  
Atlanta, Georgia 30303  
(404) 730-7495  
(404) 730-6325 fax

The **maintaining authority** understands that periodically signs are damaged, vandalized, stolen, or otherwise rendered nonfunctional. The **maintaining authority** will be required to replace or repair signs to current Fulton County standards. It is recommended that the **maintaining authority** keep some prefabricated signs on hand for Stop Sign replacements. The **maintaining authority** does not have the authority to remove or install any sign except for the purpose of maintenance.

I have fully read and understand the above-stated provisions and hereby agree to comply with the provisions as stated.

\_\_\_\_\_  
Notary

\_\_\_\_\_  
President of Maintaining Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary of Maintaining Authority

\_\_\_\_\_  
Date

Date Permit Issued \_\_\_\_\_

\_\_\_\_\_  
Senior Traffic Engineer

\_\_\_\_\_  
Maintaining Authority

\_\_\_\_\_  
Maintaining Authority's Representative

Attachments:

- Site Plan/Final Plat
- Fee Sheet
- Detail Sign Drawings

FULTON COUNTY DEPARTMENT OF PUBLIC WORKS  
TRANSPORTATION SECTION  
141 Pryor Street, SW, Suite 6001  
Atlanta, Georgia 30303  
(404) 730-7495

**PETITION TO ERECT & MAINTAIN CUSTOM STREET SIGNS**

WE THE UNDERSIGNED, ALL BEING PROPERTY OWNERS OF THE SUBDIVISION LEGALLY TITLED " \_\_\_\_\_," UNIT(S) \_\_\_\_\_, DO HEREBY PETITION THROUGH OUR SUBDIVISION OR UNIT(S) FOR THE INSTALLATION AND MAINTENANCE OF CUSTOM STREET SIGNS.

EACH OF US DOES HEREBY PLEDGE AND CONSENT TO THE PAYMENT FOR THE INSTALLATION AND MAINTENANCE OF CUSTOM STREET SIGNS.

THIS PETITION REPRESENTS \_\_\_\_\_ % OR MORE OF THE PROPERTY OWNERS OF THIS SUBDIVISION TO BE AFFECTED JOIN IN THIS REQUEST. (PLEASE DO NOT FILL IN ANY BLANK SPACES THAT APPEAR ABOVE).

**\*\*SPECIAL NOTE\*\***

YOUR SIGNATURE ON THIS PETITION INDICATES THAT YOU HAVE READ AND FULLY UNDERSTAND ALL INFORMATION CONCERNING THE PERMIT TO ERECT AND MAINTAIN CUSTOM STREET SIGNS.

Personally appeared before me, a Notary Public, the undersigned affiant, who says an oath that \_\_\_\_\_ is one of the subscribing witness to the within instrument; that each of said witnesses saw the execution and delivery of the same by each grantor therein for the purpose set forth; and that each witness signed the same as purported.

Sworn to and subscribed before me,  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Subscribing Witness

\_\_\_\_\_  
Notary Public  
Fulton County, State of Georgia

Subdivision Name: \_\_\_\_\_ Page: \_\_\_\_\_ of \_\_\_\_\_

(Signature as it appears on tax bill)

	Yes	No	
1. _____	_____	_____	Lot# _____
Print Name (First, Last)			

\_\_\_\_\_  
Signature

	Yes	No	
2. _____	_____	_____	Lot# _____
Print Name (First, Last)			

\_\_\_\_\_  
Signature

	Yes	No	
3. _____	_____	_____	Lot# _____
Print Name (First, Last)			

\_\_\_\_\_  
Signature

	Yes	No	
4. _____	_____	_____	Lot# _____
Print Name (First, Last)			

\_\_\_\_\_  
Signature

	Yes	No	
5. _____	_____	_____	Lot# _____
Print Name (First, Last)			

\_\_\_\_\_  
Signature

	Yes	No	
6. _____	_____	_____	Lot# _____
Print Name (First, Last)			

\_\_\_\_\_  
Signature

I \_\_\_\_\_, as an officer of \_\_\_\_\_  
(print name, first, last) (Subdivision Name)

Homeowner's Association do hereby attest that the above signatures are those of legal homeowners as presented to me while obtaining said signature.

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