

## Spotsylvania County

### Policies Governing Enforcement and Removal of Illegal Signs in the VDOT Right of Way

1. The Spotsylvania County Board of Supervisors determined that the proliferation of unauthorized signs in the right of way of public highways in the County is becoming more prevalent and such signs can create public safety hazards and can have a negative effect on the appearance of the County.
2. An illegal sign is any sign in the right of way that has not been approved by the Virginia Department of Transportation (VDOT).
3. In an effort to address these illegal signs, the County in 2011 revised an agreement with the Commonwealth Transportation Commissioner to better clarify the responsibilities of the County's enforcement efforts, which consist mainly of illegal sign removal, on behalf of the Commissioner.
4. Enforcement is conducted by the Utilities/Public Works Department, the Zoning Administrator, or duly authorized Code Enforcement Officers.
5. Illegal sign enforcement is limited to daylight hours, during non-peak traffic periods and should be conducted in fair weather.
6. Individuals conducting enforcement efforts must wear reflective safety vests at all times during such efforts.
7. Individuals conducting enforcement efforts shall not distract, disrupt, or adversely affect or impede traffic.
8. All illegal signs are eligible for removal, including illegal signs:
  - a. Located in the median
  - b. Affixed to traffic signal poles, utility poles or similar structures within the highway right of way; and
  - c. Located within the right of way that extends five feet (5') beyond the pavement edge. For curb and gutter road sections, the edge of pavement is measured from the back of the curb. For ditch road sections, the edge of pavement is measured from the actual edge of the pavement.
9. No sign located on private property shall be removed. If there is a question as to whether a sign is lawfully placed, a photograph of the sign will be sent to VDOT to verify the legality of the sign location. No action shall be taken until VDOT determines that the sign is illegally placed.
10. The County keeps records, in accordance with the applicable Library of Virginia retention policy, of all locations in which the County conducts illegal sign enforcement efforts.
11. All removed signs are stored by the County for a minimum of five (5) business days before disposal of the sign.