

## **MEMORIAL SIGNS POLICY**

### **Authority.**

The Board of County Commissioners of Lancaster County, Nebraska pursuant to is authorized to regulate the location and use of buildings, structures and land for trade, industry, residence, recreation, public activities, or other purposes, for the purpose of promoting the health, safety, morals, convenience, order, prosperity or welfare of the present and future inhabitants of the state.

The Board of County Commissioners of Lancaster County, Nebraska pursuant to is authorized to lay out, alter, or discontinue any road running into or through Lancaster County and to perform such other duties respecting roads as may be required by law.

The Board of County Commissioners of Lancaster County, Nebraska pursuant to is authorized to manage the business and concerns of Lancaster County where no other provisions are made by law.

### **Purpose.**

To establish criteria for commemorating crash fatalities on Lancaster County Roads through Roadside Memorial Signs.

### **Sign Requests.**

The following persons may request a memorial sign by submitting a completed application form:

- (1) An immediate family member of the deceased victim. An immediate family member is a spouse, child, stepchild, brother, stepbrother, sister, stepsister, mother, stepmother, father or stepfather.
- (2) Alternatively, a non-family member sponsor may request a memorial sign by submitting a completed application form together with written concurrence of at least one member of the deceased's immediate family.

### **Applicability.**

All of the following criteria must be met:

- (1) The accident occurred within six years of application.
- (2) The accident resulted in a human death
- (3) The accident occurred on a County maintained mainline roadway

(4) There is no written opposition to the installation of a memorial sign from any immediate family member.

(5) In the case where application is made for an intoxicated driver (alcohol or any other controlled substance) who was fatally injured, the name plaque shall read "Sponsored by (family name or applicant)" and will not include the driver's name.

### **Procedures.**

(1) The applicant (immediate family or sponsor with an immediate family member's written concurrence per the above) submits to Lancaster County a completed application form and a one-time non-refundable fee established by the Board of County Commissioners to help defray the cost of the sign, its installation, maintenance, and removal. The Board of County Commissioners may periodically review costs to determine whether an adjustment to the fee needs to be made.

(2) Lancaster County review will typically be completed within 30 days and includes review of the accident report from County records. If necessary for verification purposes, the applicant may be asked to provide a copy of the accident report and death certificate.

(3) The decision to approve the sign is within the sole discretion of Lancaster County

(4) Upon approval, the sign will be ordered, fabricated, delivered and installed by the county within 60 days.

### **Sign Details.**

(1) Signs shall be a 24" x 36" blue rectangular sign panel with legend in white.

(2) The legend may bear one of the following statements to be chosen by the applicant:

- a. Please Drive Safely
- b. Seat Belts Save Lives
- c. Please Watch for Bicyclists
- d. Don't Drink and Drive

(3) A white on blue rectangular plaque bearing the words "In Memory Of (Name of Fatality)" will be installed beneath the rectangular panel. Birth and death years may also be requested. In the case of an intoxicated driver, the plaque will read "Sponsored By (name of sponsor)" as noted above. In the event of multiple fatalities and subsequent sign requests at one location, additional names may be placed on the plaque.

### **Location and Installation of Signs.**

- (1) Signs will only be installed on County maintained mainline roadways. Signs on State Highways must be requested and processed through the CDOT memorial signing program.
- (2) Signs will be installed in accordance with National, State and County standards. This includes posts, hardware, materials, and placement location.
- (3) One sign designating the site of a fatal crash will be installed in one direction of travel on the right side of the road in close proximity to the crash location where it is deemed safe and practical to do so. The specific location of the sign is at the discretion of Lancaster County.
- (4) Only one sign will be installed per accident, intersection or per 1,500 ft of roadway. Should a sign already exist, the victim's name may be added to an existing sign.

### **Maintenance and Removal.**

- (1) The sign shall be posted and maintained for three years from the date of initial placement. The applicant (or any immediate family member) may request removal in writing at any time.
- (2) Prior to the removal of the sign, the applicant may request a one-time renewal of the three year time limit at no additional cost.
- (3) The County will replace the sign one time at no cost to the applicant should it be vandalized or otherwise damaged. Actual cost of subsequent replacements after the first replacement will be borne by the applicant should they want additional replacements.
- (4) Signs removed due to County work will be replaced after work is completed.
- (5) After three years (or six years with the one-time extension), the sign will be removed by Lancaster County and donated to the applicant, if the applicant so wishes.

### **Exceptions.**

- (1) Re-application on behalf of a victim previously commemorated with a sign is not allowed.

## Frequently Asked Questions

What are the criteria for eligibility?

*Eligibility requirements are shown on inside of this brochure.*

Who can request a sign?

*The applicant must be an immediate family member of the crash victim. Or a non-family sponsor may apply for a sign with written concurrence from an immediate family member.*

What happens if someone objects to the sign?

*Only immediate family members may object. The objection needs to be in writing, and then the sign will not be installed.*

How much does it cost?

*Cost is a one-time fee of \$100 to help offset the cost of the program.*

How long does the sign remain up?

*A sign will remain in place for three years. At the end of those three years, the applicant may request a one-time extension of an additional three years.*

How do I apply?

*Contact the Lancaster County Engineering Department by phone or web to obtain an application.*

How soon can the sign be installed?

*Once a completed application has been submitted, it can take up to 30 days for review. Upon approval, sign ordering, fabrication, and installation can take up to an additional 60 days.*

What types of roads are eligible for a sign?

*Only accident locations along section line County roads are eligible. Signs will not be placed on local or private roads, and accidents that occurred on a state highway need to be processed through CDOTs memorial signing program.*

Can I have the sign installed where I want?

*The specific location of the sign is determined by County staff and is based upon a number of items including local, state, and federal regulations. If you have a specific request, County staff will work with you to accommodate your preference to the extent possible.*

What happens if the sign gets vandalized, stolen or knocked down?

*The initial fee covers the cost of replacing the sign one time.*

What happens to the sign at the end of the three (or six with extension) year period?

*The sign will be donated to the applicant if he/she so wishes.*

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Additional information, program specifics, and applications for a memorial sign are available by contacting:

Lancaster County  
Engineering Department  
444 Cherrycreek Rd Bldg. B  
Lincoln, Ne 68522  
402-441-7797

[www.lancaster.ne.gov/engineer](http://www.lancaster.ne.gov/engineer)

# Roadside Memorial Signs

A Lancaster County Signing Program In Memory Of Those Who Died In Fatal Crashes



## Purpose

This program allows commemoration of crash fatalities on Lancaster County roads through the placement of a memorial roadside sign.

## Eligibility

In order to be eligible for a roadside sign, the following criteria must be met:

- The accident must have occurred within six years of application;
- The accident occurred on a County maintained mainline roadway;
- The accident resulted in a human death;
- There is no written opposition to the installation of a memorial sign from any immediate family member;
- In the case where application is made for an intoxicated driver (alcohol or any other controlled substance) who was fatally injured, the name plaque shall read "Sponsored by (family name or applicant)" and will not include the driver's name.

## Sign Specifics

The signs are 24" x 36" blue rectangles with one of the following messages to be chosen by the applicant:

- Please Drive Safely
- Seat Belts Save Lives
- Please Watch for Bicyclists
- Don't Drink and Drive

An additional plaque bearing the words "In Memory Of (Name of Fatality)" or "Sponsored By (Name)" will be installed beneath the rectangular panel. In the event of multiple fatalities, additional names can be placed on the plaque.

## Requesting a Sign

An immediate family member (\*) of the deceased victim may request a memorial sign by submitting a completed application form.

*\* An immediate family member is a spouse, child, stepchild, brother, stepbrother, sister, stepsister, mother stepmother, father or stepfather.*

Alternatively, a non-family member sponsor may request a memorial sign by submitting a completed application form together with written concurrence of at least one member of the deceased's immediate family.

## Process and Procedures

The applicant submits to Lancaster County a completed application form and a one-time non-refundable fee of \$100 to help defray the cost of the sign, its installation, maintenance and removal.

Lancaster County will review the application and accident report within 30 days. (If necessary for verification purposes, the applicant may be asked to provide a copy of the death certificate).

Upon approval, the sign will be ordered, fabricated, delivered and installed within 60 days.

## Sign Location and Maintenance

- Signs will only be installed on Lancaster County section line roadways.
- The specific location of the sign is at the discretion of Lancaster County. One sign designating the site of a fatal crash will be installed in one direction of travel on the right side of the road in close proximity to the crash location.
- The County will replace the sign one time at no cost to the applicant should it be vandalized or otherwise damaged.

## Sign Removal

- The sign will remain in place for three years from the date of initial placement. The applicant (or any immediate family member) may request removal in writing at any time.
- Prior to the removal of the sign, the applicant may request a one-time renewal of the three year time limit at no additional cost.
- After three years (or six years with the one-time extension), the sign will be removed by Lancaster County and donated to the applicant, if the applicant so wishes.

***Additional program details are available from Lancaster County staff upon request.***

# Roadside Memorial Sign Application



Lancaster County  
 Engineering Department  
 444 Cherrycreek Rd, Bldg. B  
 Lincoln, Ne 68528  
 402-441-7797  
 402-441-6321 (Fax)

County Use Only:

Received: _____
Approval: _____
Fee Paid: _____
Location: _____
Installation Date: _____

*The regulations governing this program can be obtained from the department shown above.*

Please Complete the Following Information:

Applicant Information	
Sponsor/Applicant's Name:	Relationship to the Accident Victim: *
Sponsor/Applicant's Complete Mailing Address:	Sponsor/Applicant's Email Address:
Sponsor/Applicant's Phone Number:	*If not an immediate family member, please attach written permission from an immediate family member

Victim and Accident Information	
Victim's Name (as shown on the accident report):	Location of the Accident: *
Date of the Accident: *	*The County accident report will be reviewed. If necessary, the applicant may be asked to provide a copy of the death certificate

Message to be placed on sign (please check one)	Supplemental Plaque (please check one and fill in the blank) *
<input type="checkbox"/> Please Drive Safely <input type="checkbox"/> Seat Belts Save Lives <input type="checkbox"/> Please Watch for Bicyclists <input type="checkbox"/> Don't Drink and Drive	<input type="checkbox"/> In Memory Of _____  <input type="checkbox"/> Sponsored By _____
* Please spell name <b>exactly</b> as it should appear on the sign. * In the case where application is made for an intoxicated driver (alcohol or any other controlled substance) who was fatally injured, the name plaque shall read "Sponsored by (Family Name or Applicant)" and will not include the driver's name.	

Fee for the sign fabrication, installation, maintenance and removal is \$100. Please make checks payable to Lancaster County Engineering Department. Fee may also be paid by credit card. One sign will be installed as close to the accident location as possible and will remain in place for three (3) years, after which the sign is removed and donated to the applicant (a one-time extension for another three years may be requested). The applicant or any immediate family member may request removal at any time.

Applicant's certification: I certify that the above and foregoing statements are true and correct, and that I have read, understand and agree to abide by the conditions of the Lancaster County Roadside Memorial Sign Program.

Applicant's Signature:	Date:
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