

Signing and Marking Issues on Projects

The following highlights issues commonly seen in signing and marking on projects.

Ground Sleeves

- DO NOT core; ground sleeves shall be installed when concrete is poured.
- Ground sleeves need to be at least 1 foot from joint lines for strength and leave above concrete no more than ¼".
- When installing ground sleeves, do not strike the top of the sleeve with metal. This deforms the opening of the sleeve.
- Ground sleeves must be installed plumb, with the pointed tip of the larger angled piece pointing towards oncoming traffic.

Removal of Signs

- If signs will not be reused on project, bring to Sign Shop, using care to not damage signs.
- If signs will be re-used, it is the Contractor's responsibility to ensure signs are stored so that they are not damaged. Additionally, signs shall be reused at the same location prior to removal.

Installation of Signs

- Parking signs with arrows installed on the same post shall be mounted side by side and at a 45 degree angle.
- Sign height is 7' from the bottom of the sign to pavement, except signs designated to 4' which include object markers, dead end roadway markers, and roundabout directional signs. If multiple signs are on one mount, sign height needs to be 6' from the bottom of the sign to pavement.
- The edge of the roadside signs to the edge of the traveled way should be 3', with minimum of 2' considered acceptable. If 2' to edge of traveled way is not possible, traffic operations should be contacted for guidance. Otherwise, the installation will be considered unacceptable.
- Any sign with a width of 48" or wider requires a two post installation.
- When banding signs to structure, any sign 24" or under use light weight banding (.020 x ¾"). 30" or above use heavy banding (.030 x ¾").
- Sign posts shall be installed plumb. Visibly leaning posts will be considered unacceptable. Assure that the proper weight and length of post is used.
- Do not center drill signs to get height. Use post extensions consisting of a lighter weight channel post nestled inside a heavier weight channel post.
- All mounting hardware must conform to LSP 78 and the Lincoln Standards Specifications. Nylon washers must be installed against sign faces.
- Do not drive round posts from top without using drive caps.
- All signs shall be DATED with the month and year installed (MM/YY)
- All critical signs (STOP, YIELD, and any WARNING) and speed limits signs shall be installed permanently before road is opened to traffic.

- Traffic Operations should be contacted at least 72 hours before street opening to traffic, so that street name signs can be installed.
- Signs may only be borrowed or obtained from the Sign Shop with a written request of the project manager.

Markings

- Pre-marking shall be reviewed and approved prior to any application of any marking material. Requests shall be made 24 hours in advance.
- Skip lines shall be 4 inch wide material segments 6 feet in length separated by 18 foot gaps.
- Double yellow lines shall be two parallel 4 inch wide lines separated by a 4 inch space.
- Longitudinal markings shall generally be offset at least 2 inches from construction joints.
- Clean up area after work is completed.
- Use a guide bar following pre-marks, so lines flow
- Follow safe practices, including chase vehicle(s), flag men, protective clothing and equipment.

Overall

- Do it right the first time
- Check LSPs if not sure
- Check on line at “Standard Highway Signs and Marking” under MUTCD website for proper layout
- Call and ask questions