



**COUNTY OF EL DORADO
DEPARTMENT OF TRANSPORTATION**



**Development Services Unit
WORKING POLICIES & PROCEDURES**

DATE: January 2004

TITLE: Signs in Right-of-Way

PURPOSE: Procedure for the Posting of and the Removal of signs placed within the County Right-Of-Way

No advertising signs shall be placed within the County rights-of-way, per Board of Supervisors Policy adopted August 1978, revised in 1987 (Attached as Exhibit B). It is unlawful for any person to place or maintain any obstruction on any portion of the right-of-way of any County highway without having first obtained an encroachment permit. (Chapter 12.08.040)

This procedure is to systemize the posting and removal of signs placed within the County Right-Of-Way.

Action Plan regarding the removal of commercial, real estate, and advertising signs within the County right of way will include the following steps:

- 1) County staff will field check collector roads and intersections, shown on Exhibit A, on a monthly basis, and will field check sign complaints as expeditiously as possible.
- 2) If a suspect sign is encountered, County staff will verify sign location and limits of County right of way.
- 3) If a sign is found to be within the County right of way, County staff will uproot the sign and lay it down, and post a notice on the sign for removal by owner and document with photos.
- 4) County staff will contact offender within 48 hours for relocation or removal of sign within the right of way.
 - a) Staff will call if a phone number is available, and, if contact is not made,
 - b) Staff will send a letter if an address is available

- 5) County staff will field check to verify removal of sign within 7 days of contacting owner
- 6) County staff will remove any signs that remain after the 7-day waiting period.
- 7) County staff will not be responsible for any inadvertent damage to signs during this process.
- 8) County staff will store signs that are removed, for 7 days at the El Dorado County Government Center Complex, Building C, at 2850 Fairlane Court.
- 9) After 7 days, the signs that have been removed and stored will be disposed of at the Material Recovery Facilities (MRF), 4100 Throwita Way, Diamond Springs.

County staff shall remove signs that are attached to a County sign, or that pose a direct hazard to motorists, immediately, all other signs shall be processed as described above.



COUNTY OF EL DORADO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject: ENCROACHMENTS WITHIN THE COUNTY ROAD RIGHTS-OF-WAY	Policy Number G-1	Page Number: 1 of 2
	Date Adopted: 12/22/1987	Revised Date:

BACKGROUND:

This policy pertains to the use of lands dedicated as public rights-of-way or acquired in fee for the construction of County roads.

POLICY:

1. It is the policy of the Board of Supervisors to prevent an individual, company, corporation or other entity from encroaching upon the right-of-way in any manner other than by valid encroachment permit issued by the El Dorado County Department Transportation, formerly known as the Department of Public Works.

Specific provisions, but not intended to limit the above policy, include:

- a. All private fences shall be placed outside the road right-of-way, with the property owner being required to show reasonable proof of boundary, if it is disputed by the County.
- b. Landscaping will be allowed to be placed and maintained by an adjoining property owner; however, plants must not reach a height of over 18 inches.
- c. No advertising signs shall be placed within public rights-of-way.
- d. The public rights-of-way shall not be used to store private material or equipment.



**COUNTY OF EL DORADO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject: ENCROACHMENTS WITHIN THE COUNTY ROAD RIGHTS-OF-WAY	Policy Number G-1	Page Number: 2 of 2
	Date Adopted: 12/22/1987	Revised Date:

- e. Mechanical equipment of all types, including automobiles, shall not be repaired or dismantled within the public rights-of-way -- except for quick, emergency repairs.
2. The Department of Transportation may immediately remove, or by notice require the removal of, any of the above-mentioned encroachments which obstruct, prevent the use of, or present a traffic hazard on a County right-of-way.
3. The County shall recover from the person causing any such encroachment the expense of such removal, the court costs, and any other damages caused by the encroachment.

Primary Department: County Department of Transportation

References: Streets and Highways Code, Sections 1480 - 1496