

ROADSIDE MEMORIAL POLICY

Cancels: April 22, 2002

See Also:

Approved by: BoCC

POL-300.5 ROADSIDE MEMORIALS

This policy applies to all maintained Kitsap County roads in unincorporated areas.

1. **It is the policy of Kitsap County to facilitate the grieving process for those family members who have lost a loved one in an automobile/automobile-related incident as follows:**
 - After the loss of a loved one in an automobile or related incident on a County highway, a family member contacts the County expressing a desire to place a memorial within the County right-of-way. The type of memorial, location, and duration of allowable placement shall follow certain guidelines.
2. **Kitsap County will respond to specific requests for markers from families or friends of those who died in a vehicle or vehicle-related incident on a County road.**
3. **Kitsap County suggests requesters consider alternatives to roadside memorials or sign markers.**
 - Options could include donations to appropriate traffic-related safety programs or providing a living memorial (plant) at an alternate location (off right-of-way).
4. **Kitsap County Department of Public Works processes requests to install memorial signs at locations where a fatality occurred.**
 - Installing signs is a part of the County's continuing effort to increase pedestrian and vehicle safety awareness.
5. **This program represents a proactive, positive response to citizen inquires and provides a method for remembering both DWI and non-DWI traffic victims.**
6. **The program includes an inventory of the memorial signs and addresses the installation and placement of the memorial signs in safe locations in the County road right-of-way. These guidelines also address the sign removal schedule or other applicable inventory control processes.**

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7. **Memorial Signs may be sponsored by:**
 - Family and/or friends of the deceased
 - Driver of the vehicle
 - Community where the fatality occurred

8. **Requester must make application for a Memorial sign.**
 - Application for memorial signs can be obtained from Public Works (360-337-5777) or from the county website.
 - A completed application requesting memorial signs shall be submitted to the county, with all requested information completed.

9. **To qualify for a memorial sign, the requester must make written application.**
 - An application form is available to ensure the necessary information is provided.
 - The application must include the following information prior to final approval:
 - 1) Name, address, and phone number of the requester
 - 2) Name of deceased
 - 3) Location and date of the fatal incident and victim's date of death (also preferably a copy of the incident report)
 - 4) Written permission from next of kin
 - 5) \$400 fee to cover the cost of fabricating, installing, and maintaining two signs.

10. **Each request will be reviewed within 30 days of receipt of complete application.**
 - Exact placement of signs will be determined by Traffic Engineering staff and shall comply with established Kitsap County road standards.
 - If location is approved, the requester will be notified of the date and time of the installation.

11. **The following will apply for signs:**
 - Two signs will be installed as close to the incident location as safely possible, with one sign for each direction of travel.
 - The signs will display white letters on blue background on 24"x36" aluminum blank.
 - Signs and sign locations become a part of the road sign inventory system.
 - Pertinent records will be kept including requester and site location.
 - Several message options are available, including:
 1. "Please Don't Drink and Drive"

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2. "Please Drive Safely"
3. "Seat Belts Save Lives"
4. "Please Watch for Pedestrians"
5. "Please Watch for Bicyclists"

Accompanied by a supplemental message that reads:

- "In Memory of _____ (victim's name)".
- This program only applies to roads located within unincorporated Kitsap County. Kitsap County Public Works has no jurisdiction on state highways, the interstate system, or city streets, and as such, cannot provide signs on those roadway systems. Additionally, this policy will only apply on County maintained rights-of-way, not private land.
- The signs will be fabricated, installed and maintained by Public Works staff, and the signs will remain in place for a period of ten years from date of installation.
- After ten years, the County will notify sign sponsors that the sign is scheduled for removal and sponsors will be given an opportunity to apply for new signs to be installed, and to complete an application with a payment of \$400.
- The life span of signs approved under the prior six year policy will automatically be extended by an additional four years.

12. **There are several unauthorized, non-conforming memorials located on Kitsap County road rights-of-way. The following transition applies for previous memorial installations:**

- Participants in the program will be required to remove the non-conforming memorial.
- If the relatives decline to participate, County staff will remove the existing memorial from the public right-of-way.
- Participants of the program will be asked not to decorate the signposts or areas around the signs, as this creates the same type of distraction the program is attempting to avoid.
- If memorial was previously approved by State, and the road becomes a County road, the memorial will be grandfathered.

13. **The BOCC will review this policy and its impacts 5 years from the date of implementation.**