

LANCASTER COUNTY ROADSIDE MEMORIAL POLICY

Authority.

The Board of County Commissioners of Lancaster County, Nebraska, (“Board”) pursuant to Neb. Rev. Stat. § 60-6121, is authorized to place and maintain such traffic control devices upon highways under its jurisdiction as it deems necessary to indicate and to carry out the provisions of the Nebraska Rules of the Road or to regulate, warn, or guide traffic;

The Board, pursuant to Neb. Rev. Stat. § 39-1402, is vested with general supervision and control of the public roads of Lancaster County (“County”), and the Board has the power and authority of establishment, improvement, maintenance and abandonment of public roads of the County and of enforcement of the laws in relation thereto; and

The Lancaster County Engineer (“Engineer”), pursuant to Neb. Rev. Stat. § 39-1507, has control, government, and supervision of all the public roads and bridges in the county under the general supervision and control of the Board.

Purpose.

To establish criteria for installing warning signs at the sites of crash fatalities on County section line roads through the placement of roadside memorial signs.

Sign Requests.

The following persons shall be considered qualified applicants who may request a memorial sign by submitting a completed application form to the Engineer

- (1) An immediate family member of the individual to be memorialized. 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 immediate family of the individual to be memorialized.

Applicability.

All of the following criteria must be met:

- (1) The accident occurred within six years of application.
- (2) The accident resulted in the death of the individual to be memorialized.
- (3) The accident occurred on a County maintained section line Road.
- (4) The Engineer has not received any written opposition to the installation of a memorial sign from any immediate family member of the individual to be memorialized.

- (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 submits to the Engineer a completed application form.
- (2) The Engineer will review the application. The Engineer’s 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 Engineer forwards the Engineer’s recommendation to the Board. The decision to approve the sign is within the sole discretion of the Board.
- (4) The sign will be ordered, fabricated, delivered and installed by the Engineer within 60 days of Board approval.

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 warning 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, but only one sign may be approved.

Location and Installation of Signs.

- (1) Signs will be installed only on County maintained section line roadways. Requests for signs on State Highways must be submitted to the State of Nebraska Department of Transportation (NDOT).
- (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 the Engineer.

(4) Only one sign will be installed per accident, intersection, or 1,500 ft of roadway. Should a sign already exist, additional names may be added to the plaque on an existing sign.

Maintenance and Removal of Signs.

(1) The sign shall be posted and maintained for three years from the date of initial placement. The applicant may request removal in writing to the Engineer at any time.

(2) Within 3 years of the Board's resolution authorizing placement, the applicant may request a one-time renewal of the three-year time limit.

(3) The County will replace the sign one time should it become vandalized or otherwise damaged.

(4) Signs removed due to County work will be replaced after work is completed.

(5) After three years from the date of initial placement (or six years with the one-time extension), the sign will be removed by the County.

(6) Following removal, a sign and associated plaques may be sold by the Engineer as surplus County property pursuant to Neb. Rev. Stat. § 23-3115.

Exceptions.

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

Removal of Other Memorials.

If the Engineer removes other memorial materials that have been placed in County right-of-way, the Engineer shall endeavor to contact an immediate family member of the memorialized individual. Immediate family members shall be allowed to retrieve any of the memorial materials within 30 days from the date the memorial was removed from the County right-of-way. The Engineer may dispose of memorial materials left unclaimed after 30 days from the date the memorial was removed.

Funding.

The Board intends to utilize Keno Funds to provide for this community betterment purpose.

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 individual to be memorialized. 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?
There is no fee for this program.

How long does the sign remain up?
A sign will remain in place for three years from initial placement. Within three years of the Board's resolution authorizing placement, 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. Requests for signs on State Highways should be addressed to the State of Nebraska Department of Transportation.

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 sign will be replaced one time.

What happens to the sign at the end of the three (or six with extension) year period?
The sign will be removed and may be sold as surplus County property.

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

Roadside Memorial Signs

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



Purpose

This program allows for installing warning signs at the sites of crash fatalities on Lancaster County section line roads through the placement of memorial roadside signs.

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 section line roadway;
- The accident resulted in the death of the individual to be memorialized;
- 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 individual to be memorialized 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 the Engineer a completed application form.

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

Upon approval by the Board, 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 should it be vandalized or otherwise damaged.

Sign Removal

- The sign will remain in place for three years from the date of initial placement (or six years with the one-time extension), after which time period the sign will be removed.
- The applicant may request removal in writing to the Engineer at any time.
- Following removal the sign may be sold as surplus County property.

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 Individual to be Memorialized: *
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

Individual to be Memorialized and Accident Information	
Name of Individual to be Memorialized (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 **exactly** 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.

One sign will be installed as close to the accident location as possible and will remain in place for three (3) years from the date of initial placement. A one-time extension for another three (3) years may be requested within three (3) years of the date of the Board's resolution approving placement. The applicant may request removal in writing to the Engineer at any time. Following removal, the sign and associated plaques may be sold as surplus County property pursuant to Neb. Rev. Stat. § 23-2115.

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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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.

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

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 exactly 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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