



CITY OF HOUSTON

Public Works & Engineering Department

Speed Feedback Signs Program

P.O. Box 1562 Houston, TX 77251-1562

Phone #: (832) 395-3000 Fax #: (832) 395-3054

Request for Speed Feedback Signs

The following is an application for participation in the Speed Feedback Signs Program. The purpose of this program is to provide the driver of a vehicle real-time feedback by radar of the vehicle's speed and to bring attention to posted speed limits. These devices are not approved as traffic control devices in the Texas Manual on Uniform Traffic Devices and thus are not to hinder, prevent, or aid in any police function. The Speed Feedback Signs Program is governed by City Ordinance No. 2008-614 adopted by the Houston City Council in 2008. The Ordinance establishes the procedures governing the application, review, approval, financing, and installation of speed feedback signs. A completed application must be submitted to the Department of Public Works and Engineering before it will be evaluated for the program.

A. Applicant Obligations

1. The applicant agrees at its sole cost and expense to purchase, install, and maintain signs conforming to the technical standards and requirements of the department subject to the supervision, direction, and control of the Department.
2. The applicant will at its sole cost and expense, comply with all city codes, rules, regulations, and other requirements and will obtain all necessary permits as part of the process of installation of the sign.
3. The applicant will at its sole cost and expense, pay all monthly charges associated with the operation of the sign, transmission system, monitors, and other peripherals, including the cost of power, maintenance, parts replacement, etc.
4. The applicant recognizes and agrees that the Department reserves the right at any time to change or modify the program as the Department deems appropriate, or to terminate the applicant's participation in the program at any time and for any reason, without recourse by applicant.
5. If the applicant is terminated from participation in the program by the Department, or if the applicant voluntarily withdraws from the program, the applicant shall as soon as possible at applicant's sole cost and expense remove any equipment encroaching into the City's right of street way and repair any damage to the right of street way associated with removal. If the sign is not removed within 60 days, the City will remove the device and will the organization will be charged for the removal.
6. This permit must be renewed annually with the Department. Please call 832-395-3000 to find out how to complete the renewal process.

B. Approval Process

The Speed Feedback Signs Program has a two (2) part approval process:

Conditional Approval:

⇒ **Conditional approval will be granted once the Public Works and Engineering Department has approved the application and has:**

- Approved the proposed sign location.
- Received a copy of the applicant's liability insurance that will cover the cost of damage to the proposed location of the speed feedback sign.

Insurance: Comprehensive general liability insurance covering the impairment or obstruction, with an endorsement for any liability assumed under this article and policy limits of not less than \$100,000.00 for property damage, per occurrence, and of not less than \$250,000.00, per person, and \$500,000.00, per occurrence, for bodily injury or death. Each policy shall include a provision designating the city as an additional insured with respect to activities under the permit. The City of Houston or its employees are exempt from providing this information. Employees of the City of Houston are exempt from insurance requirements. You may fax a copy of your insurance to (832) 395-3054 or call (832) 395-3000 for more information.

Note: Please allow ten (10) business days to process this application. Conditional approval does not constitute design approval or utility clearance. The design layout and utility clearance must be carried out by the electrical contractor and sign manufacturer as listed in the final approval.

⇒ **Final approval will be granted once the Public Works and Engineering Department approves the following which will be submitted by the applicant:**

- The licensed electrical contractor who will install the sign must have documented experience in the installation of traffic signals or street lighting. Prior to the beginning work, the contractor must be approved by the Department.
- Sign manufacturer's cut sheets must be submitted to the Department for review and approval.
- The contractor must obtain utility clearances prior to beginning work and the entity shall be responsible for rectifying any utility conflicts that may arise.

Note: Once final approval has been granted, the applicant will be issued a permit for roadway occupancy. Upon expiration of an existing permit, City inspectors will need to re-evaluate the location prior to a permit renewal being approved.

Application

Complete applications are reviewed by the Department to determine the eligibility of the requested street segments. The individual preparing the application shall sign the application as the applicant's representative agreeing to the terms, conditions, and representations contained in the application. The applicant must submit signed letter of authorization from the property owner's association or the school district. The following information is required to be submitted with the application before it can be considered for the program:

Applicant is (please check one):

School District Representative

School District:

Representative of Property Owners Association

Property Owners Association:

Please provide the name of the entity and position or title of the primary and secondary contact persons:

Primary contact

Name:

Title:

Address:

Houston, TX Zip:

Daytime Phone #:

Secondary contact

Name:

Title:

Address:

Houston, TX Zip:

Daytime Phone #:

Please Provide Your Insurance Information Below:

Insurance Certificate (Attached) Yes No

Insurance Company Name

Insurance Company Phone Number

Expiration Date

Policy Number

Location of Installation

Specifications:

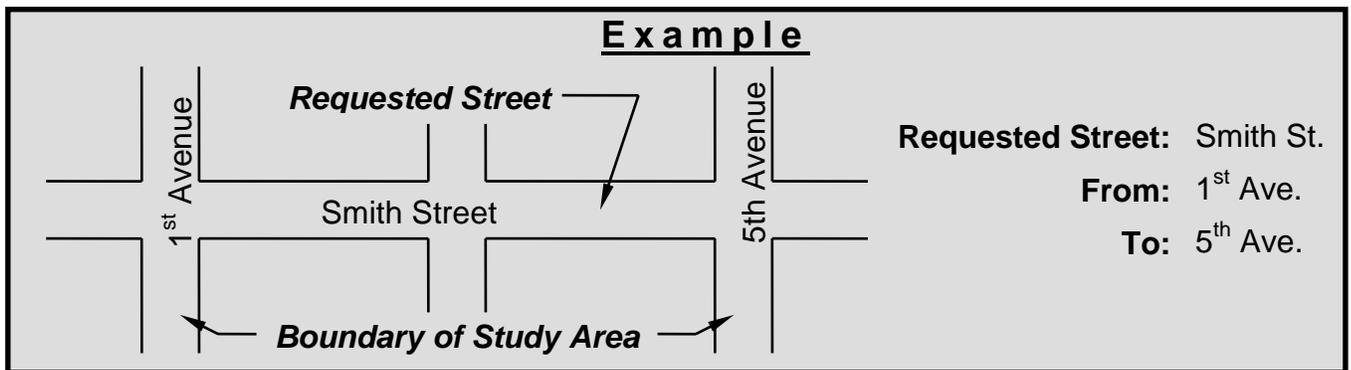
- ⇒ There will only be one (1) sign allowed per block per direction.
- ⇒ The sign must be installed at a location that will not obstruct other traffic control devices, such as flashing school beacons and “STOP” signs.

Each request must provide the name of the street on which a study is requested, and the boundaries of the street segment. Traffic studies will be conducted only within the boundaries indicated. Please use streets for boundary limits, not block ranges.

Requested Street:

Boundary Street 1:

Boundary Street 2:



I agree to be the contact person for the above request. I understand and agree to adhere to all of the Applicant Obligations that have been listed in Section A of this application.

Signature of Applicant:

Date:

For Office Use Only:

Application Number: _____ **Date Received:** _____ **By:** _____

Letter of Authorization: Yes No **Insurance Certificate:** Yes No