



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION
AND PUBLIC FACILITIES

**RECREATIONAL AND CULTURAL
INTEREST AREA (RCIA)
SIGN PERMIT**

PERMIT NUMBER _____

EXPIRATION DATE: _____

This permit provides a RCIA with an opportunity to install within the highway right-of-way a sign that contains the name of the RCIA and directs the traveling public to the RCIA. It is subject to all conditions that have been checked by the Department as a requirement on the attached list of conditions.

Permittee:

Business License Number:

Mailing Address:

Contact Name:

E-mail Address:

Phone:

Fax:

TYPE OF RCIA:

- National Park
 State Park
 Museum
 Art Gallery
 Race Track
 Ski Area
 Site listed in the National Register of Historic Places
 Other _____

Location of the Proposed sign installation (highway name, milepost or other information to locate the business):

Property Legal Description (i.e., Lot, Block, Subdivision, Township, Range, Section):

Property Tax ID Number:

Mileage from Highway to Destination:	Number of Motorists Served Last Year:
Destination Within City Limits? <input type="checkbox"/> Yes <input type="checkbox"/> No	Speed Limit:
Advertised activity or on-premise signing visible from proposed sign location? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of Parking Spaces

REQUESTED MAIN SIGN LEGEND

REQUESTED OPTIONAL SIGNS (UP TO FOUR)





































Other

None

INTERSECTION INFORMATION

Intersection where signs are requested:

_____ Highway/Road/Milepost AT
_____ Highway/Road/Milepost

Speed Limit at Intersection: _____ miles per hour

Type of intersection:

Crossroad Intersection T-Intersection Other/Diagram



Existing signs at this intersection:

1.	5.
2.	6.
3.	7.
4.	8.

ATTACHMENTS INCLUDED AS PART OF THIS PERMIT

FOR ALL RCIA's:

- A detailed site layout drawing showing:
 - All official traffic signs and devices within 800 feet of proposed RCIA Sign location
 - Proposed RCIA Sign location(s) - 200' minimum from intersection
 - Location of and access into recreational area
 - All roads by name, driveways, and other pertinent landmarks

- Photographs of:
 - The RCIA
 - The view of the main highway turn-off from a distance of 500 feet in each direction (mark an arrow on the pavement depicting your turn-off)

IF APPLICABLE:

- Evidence of approval from applicable government agency (borough, city, etc.) if Trailblazing Signs are required along a road a not owned by the State.

PERMITTEE CERTIFICATION

Permittee upon signing this permit acknowledges and agrees to the conditions made applicable to this permit on the attached list.

I, _____, acknowledge that I am acting on behalf of the above-named Permittee and that I have the full authority to do so. I further acknowledge and accept that the Permittee shall comply will all conditions that the Department of Transportation and Public Facilities has included in issuing this permit.

Permittee Signature

Date

PERMIT APPROVAL

DOT&PF Signature

Date

RCIA PERMIT CONDITIONS

**APPLICABLE TO THIS PERMIT IF THERE IS AN “X” IN THE “REQUIRED” COLUMN
AT THE TIME THE PERMIT IS PREPARED FOR YOUR SIGNATURE**

Required	Item Name	Paragraph
X	Violation	<p>If any of the conditions of this permit are violated, the State reserves the right to require the removal of the RCIA sign. A notice of violation must provide the Permittee with at least 20 days from the date of the notice to remedy the violation.</p> <p>If Permittee fails to remedy a violation, the Department will:</p> <ol style="list-style-type: none"> (1) remove the sign; (2) cancel the permit if it has not already expired; (3) bill the Permittee for the Department’s expenses; (4) within 15 days of the date of removal send a written notice of action to the Permittee; the notice of action must describe the action and the reason for the action; (5) return the sign to the Permittee no later than 15 days after the Permittee pays the Department for its expenses as billed.
X	Repair of Damaged Items	<p>If Permittee damages any improvements within the State owned right of way, Permittee will be responsible to return them to their previous condition. The Department’s Maintenance and Operations Section will inspect and approve the restored improvements. Improvements may include but are not limited to: pavement structures, sidewalks, curb and gutter, pathways, driveways, signs, traffic markings, guardrail, delineators, highway lighting systems, traffic signal systems, drainage structures and mailboxes.</p>
X	Hold Harmless	<p>Permittee shall indemnify, defend and hold harmless the State, and its officers, employees, and contractors, from any and all claims or actions resulting from injury, death, loss, or damage sustained by any person or personal property resulting directly or indirectly from Permittee’s placement of the sign.</p>
X	Maintain Facilities	<p>Sign(s) approved by this permit shall be constructed and maintained by the Permittee in such a manner that the highway, and all its appurtenances or facilities including, but not limited to, all drainage facilities, pipes, culverts, and ditches and their safety shall not be impaired in any way by the construction or maintenance.</p>
X	Permit Duration/Renewal	<p>Permit is issued for a period not to exceed five years. Permittee may renew the permit by following the application procedure. A renewed permit expires five years following the date of the current permit. Permittee shall arrange, at their expense, for a sign contractor to remove the sign before the permit expires unless, before the expiration date, the Permittee receives a renewed permit for the sign.</p>
X	Licenses	<p>The Permittee shall maintain the necessary licenses for the RCIA activity.</p>
X	Sign Contractor	<p>Upon receipt of a sign permit, Permittee shall arrange, at their expense, for a sign contractor to manufacture, install, and maintain the sign as specified in the permit. A person may not install, maintain, or remove a RCIA sign unless the person is named on the Department's list of approved sign contractors. The Department will maintain the list of approved sign contractors. The list consists of those persons known to the Department to have experience in working in public rights of way with active traffic and knowledge of the traffic control requirements necessary for safe operation on an active highway. Before installing, maintaining, or removing a RCIA sign, a sign contractor shall submit a written request for permission to work in the right of way to the Department. The request must include a traffic control plan. The Department will approve the request if the</p>

Required	Item Name	Paragraph
		Department, in the Department's discretion, determines that the request is consistent with safe operation on an active highway. In approving the request, the Department will, in the Department's discretion, impose other requirements that are necessary to ensure safe operation.
X	Sign Responsibility	All cost and liability that relate to the sign(s) or their maintenance shall be at the sole expense of the Permittee.
X	Sign Relocation	The Permittee shall adjust or relocate the sign(s) without cost or liability to the State if, at any time, or from time to time, the use or safety of the highway within which the sign(s) exist requires that they be adjusted or relocated.
X	No Additional Improvements	The Permittee shall not place additional improvements within the right of way, and if, at any time in the future, the permitted sign(s) are destroyed, removed or rebuilt for any reason whatsoever, they shall not again be placed within the right of way unless authorized by another permit. The Permittee shall not install other illegal business signs adjacent to or within the right of way. If additional signs are installed, they will be removed immediately without notice.
X	Business Closure	<p>If the activity associated with this RCIA permit is closed, or is expected to be closed, for more than one month, Permittee shall arrange, at their expense, for a sign contractor to remove the sign or cover it with a plate, not later than 7 days after the date of closure. If the activity advertised by this sign permit closes permanently or no longer meets the conditions under which the permit was issued, Permittee shall:</p> <p>(1) immediately arrange for a sign contractor to remove the sign not later than 7 days after the closure or change; and</p> <p>(2) not later than 14 days after the closure or change in conditions, send a written notice to the Department describing the closure or change.</p>
X	Change of Activity Ownership	If the Permittee transfers the activity associated with this permit to another person or organization, the new owner must notify the Department in writing within 10 days of the transfer. The Department will cancel the original permit and issue, without charge, a comparable permit to the new owner if the Department determines that the material circumstances of the original permit have not changed. The replacement permit expires on the same date that the original permit was expected to expire.
X	Sign Installation Details	Sign shall be installed in accordance with the standard RCIA sign detail drawing.
X	Sign Shop Drawing	<p>A sign shop drawing must be submitted for approval prior to sign installation. The sign shop drawing must include:</p> <ul style="list-style-type: none"> • dimensions of all horizontal and vertical characters and spaces, • overall dimensions, • sign material and sheeting material type, • panel thickness, • legend and letter series, • whether the sign will be framed, • sign post type, • and foundation type.
	Permit Subject to Existing Law	This Permit is subject to any applicable federal law, regulations, or policy and procedure memorandum of the Federal Highway Administration (FHWA), and to all applicable State statutes and regulations.
	Trailblazing Signs	Provide trailblazing signs as required by documents listed in 17 AAC 60.915(b). If signs will be located along a road not owned by the State, the applicant must provide evidence of approval from the government agency (borough, city, etc.) responsible for that road.