FDOT
TEMPORARY SIGNS
(PCMS/BANNERS)—PERMITS

Florida Department of Transportation
District 4
Permits Department
How can we improve the Process?

- Educate applicants of the FDOT policies
- Properly complete permit applications in a timely manner
- Submit all required documentation with the application
Portable Changeable Message Signs (PCMS)
- Definition
- Checklist & Requirements
- Application
- Worksheet/Message Selection
- Examples

Banners
- Definition
- Requirements
- Application

FDOT 30 Day Review Goal

Helpful Links & Questions
PCMS Definition

- PCMS are Temporary Traffic Control devices installed for temporary use with the flexibility to display a variety of messages.
- Perform the following tasks:
  - Captures the motorist attention
  - Relays information that is difficult to accomplish with static signing
  - Can be effective when used appropriately. This effect can diminish if overused.
PCMS Checklist

- One (1) Original Permit Application
- Completed PCMS Worksheets
  - Two displays allowed per PCMS
  - Message text is centered
  - Proposed location of PCMS on map
- Trailblazer sign details and location map
- Aerial of event location
- Detour Plan
- Copy of MOT Cert.
- Copy of meeting minutes approved event from local government
PCMS Requirements

- Submit permit application thirty (30) days in advance to ensure it is processed on time.
- PCMS shall be erected no more than three days before, nor remain more than three days after; as per F.A.C. Chapter 14-51, section 14-51.014.
- If PCMS is proposed on Turnpike, documentation of coordination with Turnpike.
- Local News Media and Barbara Kelleher, FDOT Public Information Director, shall be contacted a week prior to any lane closures on the state road system.
PCMS Requirements

• The only signing FDOT allows must be related to a significant operational impact such as lane closures, traffic detour or unexpected conditions that have been created by event-generated traffic

• Notify FDOT Permits Office/Asset Maintenance Contractor on any incidents or issues affecting traffic

• Adhere to Special FDOT Instructions/Conditions listed by the Permits office.
Date: 2/27/12

Name of Applicant or Authorized Agent: New Times Broward Palm Beach

Entity (if applicable): 15th Annual New Times Beerfest

Address: 16 NE 4th Street, #200

City/State: Fort Lauderdale, FL

Email Address: jackie.carlson@browardpalmbeach.com

Activity / Project Site

County: Broward
State Road: B42
Section: 86006

From Mile Post: __________ to Mile Post: __________

Construction Proposed or Underway: Yes □ No □ FM Project No.: __________

Name of Municipality if Work is within Limits: City of Fort Lauderdale

Description of Work Activity: Message boards to advise guests on information to street closures and event exit locations.
PCMS Application

General Provisions

1. Attach any pertinent plans or drawings.
2. Attach notification letters sent to any Utilities both aerial and underground that will be potentially impacted.
3. The designated FDOT Engineer shall be notified 48 hours prior to beginning of work.
   Contact [REDACTED] at (REDACTED). [REDACTED]
4. All work, materials and equipment shall be subject to inspection and approval by FDOT. Applicants certification of work at completion is required.
5. The permittee shall be responsible to place and display safety devices and proper maintenance of traffic in accordance with the latest version of the Department’s Design Standards, index series 600, or an alternative plan signed and sealed by a professional Engineer and attached with the permit.
6. All FDOT property shall be restored to its original condition. Any damage to FDOT property as a result of this work shall be repaired and restored in a manner acceptable to the FDOT at the sole expense of the permittee.

Special Provisions

[Blank lines for special provisions]

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PCMS Application

Conditions

1. In the event the permittee fails to meet any of the requirements of this permit by the FDOT, the permitted activity must cease until brought into compliance. If compliance can not be met, then the permit will be rendered void and said work shall be removed from the right of way at no cost to the FDOT.

2. Work shall commence within _______ days of permit approval. 
   Work shall be completed by ________.  
   (Date)

3. The rights and privileges herein set out are granted only to the extent of the State’s right, title and interest in the land to be entered upon and used by the permittee, and the permittee will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend and save harmless the State of Florida and the FDOT from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercises by said permittee of the aforesaid rights and privileges.

Applicant

I hereby agree to comply with all terms and conditions set forth and described in this permit.

Jacqueline Carlson  
Printed or Typed Name and Title

Signature  2-27-12  
Date

FDOT

Approved By:  
Print Designated Engineer  
Signature  3-28-12  
Date

LUIS VELEZ, P.E.  
PERMITS ADMINISTRATOR  
Title
PCMS Worksheet

CHANGEABLE (VARIABLE) MESSAGE SIGNS WORKSHEET

Location of board:

Used:  from ______-_______ at ______:____ am/pm

to ______-_______ at ______:____ am/pm

Message programmed by:

MESSAGE 1

MESSAGE 2

Timing:

Message 1 will run ______ seconds.

Message 2 will run ______ seconds.
PCMS Message Selection

- Design Process
  - One Phase PCMS
    - Line 1 – Describe problem
    - Line 2 – Identify location or distance ahead
    - Line 3 – Provide motorist with instructions
  - Two Phase PCMS
    - Phase 1 – Describe problem
    - Phase 2 – Provide motorist with instructions
PCMS Message Selection

- Display Format
  - Run-on moving displays prohibited
  - One abbreviation per panel display desirable, two abbreviations are the max. (PPM I p. 10-28)
  - Completely generic, No promotional/marketing characteristics
<table>
<thead>
<tr>
<th>Two Phase</th>
<th>Answer</th>
<th>Number of Information Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe Problem (What)</td>
<td>Event</td>
<td>1</td>
</tr>
<tr>
<td>Identify Location (Where)</td>
<td>Stadium</td>
<td>1</td>
</tr>
<tr>
<td>Provide Instructions</td>
<td>Delays</td>
<td>1</td>
</tr>
</tbody>
</table>
# PCMS Message Selection

<table>
<thead>
<tr>
<th>MESSAGE 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>S T A D I U M</td>
<td></td>
</tr>
<tr>
<td>E V E N T</td>
<td></td>
</tr>
<tr>
<td>S U N D A Y</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MESSAGE 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>E X P E C T</td>
<td></td>
</tr>
<tr>
<td>D E L A Y S</td>
<td></td>
</tr>
<tr>
<td>N O O N - 4 P M</td>
<td></td>
</tr>
</tbody>
</table>
No exclamation marks are allowed to be displayed
PCMS Example 2

MESSAGE 1

- B C H P A R T Y
- S / A O U N B
- A I A C L S D

NB A1A
CLOSED
JULY 4TH

MESSAGE 2

- L A S O L A S -
- C A S T I L L O
- 7 A M - 1 A M
PCMS Example 3

Location of board: US 27 @ I-95 North / Broward County Line

Used: from 10-26-2012 at 8:00 am to 10-28-2012 at 2:00 am

Message programmed by:

MESSAGE 1
B I K E
R A C E  S U N
O C T  2 8

MESSAGE 2
U S  2 7
L E F T  L N
C L O S E D

Timing:
Message 1 will run 60 seconds.
Message 2 will run 60 seconds.
PCMS Example 4
PCMS Example 4

CHANGEABLE (VARIABLE) MESSAGE SIGNS WORKSHEET

Location of board: ________________________________

Used: from 03.28.12 at 7:00 am/pm
to 03.31.12 at 7:00 am/pm

Message programmed by: __________________________

MESSAGE 1

LAS OLAS
EVENT
MARCH 31

MESSAGE 2

EVENT
PARKING
5/15

MESSAGE 1

LAS OLAS
EVENT
6PM - 11PM

MESSAGE 2

EVENT
PARKING
5/15
14-51.012 Trailblazers

(1) Trailblazers shall be used for destinations which are five miles or more from the interchange or intersection and a motorist could drive through highly developed areas, “Y” intersections, or multiple strip developments to reach the destination.

(2) A countdown distance system to national and state park sites shall be based upon specific site/area conditions, and installed by the park agency through the Department’s permit system.
New Times Beerfest
Trailblazer Signs (pg 2)

Sign 5
- Eastbound on Broward Boulevard just before NE 1st Street.
- 4' x 4', Red coroplast, White letters, Post mounted

Sign 6
- Westbound Broward before NE 1st Street
- 4' x 4', Red coroplast, White letters, Post mounted
Any additional information in regards to PCMS Application and support documentation contact:

- Teresa O’Connor
  
  Traffic Studies
  
  954-777-4623
Banner Definition

- Banner is defined as a sheet of cloth, fabric, plastic, or other flexible material bearing a message which may be either of the following:
  - Pole Banner - which is located adjacent to the travel lanes of the roadway and is attached to a single existing permanent support.
  - Street Banner - which extends over the travel lanes of the roadway and is attached to two or more existing permanent supports.
Banner Requirements

- Banners may be placed along and over any non limited access state road
  - Written Authorization from local government
  - May be displayed for a period not to exceed 30 consecutive calendar days
  - Banners may be reinstalled after 180 days
Banner Requirements

- A sketch of the banner drawn to scale including any message, logo, or emblem that will appear
- Description
  - Method used to affix the banner to support structure
  - Height
  - Proposed locations
  - Proximity to utility poles
Banner Requirements

• Load Rating Analysis
  • Those poles that are designed to accommodate a banner and the banner is attached as designed. Then no structural analysis/review will be needed
  • For others, a structural review will be required. In order to expedite the process, contact Fred Ochoa prior to any submittal and he will provide guidance.

  • Fred Ochoa, P.E.
  District Structures Design Engineer
  954-777-4639
Banner Requirements

• Conditions
  • Banners may not be within 500 feet of a limited access interchange
  • Street Banner
    • At the lowest point vertically clear the pavement by at least 18 feet
  • Pole Banner
    • At the lowest point at least 14.5 feet above the pavement elevation
    • May not be attached to any utility pole
Banner Application

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
APPLICATION TO PLACE BANNERS ON NON LIMITED ACCESS
RIGHT OF WAY

FOR FDOT USE ONLY
Permit No.: 12J 491-0011 SR A1A

APPLICANT INFORMATION
Name of Applicant/Organization: Wizard Entertainment
Address: 1720 NE 23rd Ave, Fort Lauderdale, FL 33305
Telephone #: 954-564-8300 Fax #: 954-827-8400 E-Mail: dbarnett@wizard-entertainment.com
Contact person (This person will serve as the contact person for all questions concerning the banner application and placement): Retta Logan, AAA Flag and Banner
Address (if different from above): 681 NW 108th Street, Miami, Florida 33168
Telephone #: 305-474-7600 Fax #: 305-474-7768 E-Mail: retta@aaaflag.com
Date of Request:

LOCATION AND DISPLAY PERIOD
This is a request to place □ pole banners □ street banners □ on the right of way of:
Highway name & number: State Road A1A
From (south or west limits): Hall of Fame Drive To (north or east limits): Castillo
Highway name & number: State Road A1A
From (south or west limits): ____________ To (north or east limits): ____________
Highway name & number: ____________
From (south or west limits): ____________ To (north or east limits):
Highway name & number: ____________
From (south or west limits): ____________ To (north or east limits):
Highway name & number: ____________
From (south or west limits): ____________ To (north or east limits):
Projected installation date: May 31, 2012
Banners will be removed on or before (if applicable): August 13, 2012
Signature of Applicant or Contact Person: ____________________________ Date: 4/25/10
LOCAL GOVERNMENTAL ENTITY APPROVAL

Name of Local Governmental Entity: City of Fort Lauderdale, Planning and Zoning
Name of signing official (please print): Anthony G Fajardo
Telephone #: 954-828-5191
Fax #: 954-828-5858
E-Mail: afajardo@fortlauderdale.gov

Signature of local official: [Signature]

Date: 4/25/12

CONDITIONS AND STIPULATIONS AGREED TO BY THE APPLICANT

1. Pole banners must be at least 14 ½ feet above the pavement elevation. Street banners must be a minimum of eighteen (18) feet above the pavement elevation.
2. Pole banners will clear the face of the curb (if present) by at least two (2) feet.
3. The applicant (or applicant’s designee) will maintain the banners as permitted.
4. The installation of the banners will not require the installation of poles or other support devices on the right of way.
5. The applicant and sponsoring organization will hold the Florida Department of Transportation harmless to the extent allowed by the laws of Florida in all matters concerning the banners and bear all expenses for defense of claims against the Florida Department of Transportation.
6. The applicant is responsible for any damages to public property resulting from the materials or the work of this permit.
7. A sketch of the proposed banners is attached.
8. View of traffic control devices is not impeded to those served by the erection of these permitted banners.

Signature of District Permits Engineer (or designee): [Signature]
Luis Yelez, P.E.

Date: 5/22/12

PERMITS ADMINISTRATOR
The FDOT 30-day clock will start counting once we log the application into the Permits System.
The clock will stop when we formally advise the applicant as to what documents are missing (if any).
Helpful Links


- Florida’s Highway Guide Sign Program – Chapter 14-51

- MUTCD Charter 2L, Changeable Message Signs and Section 6F.60 Portable Changeable Message Signs

- FAC Rule 14-43.001 Rule Title: Regulation of Overhanging Encroachments
  - https://www.flrules.org/gateway/ruleNo.asp?id=14-43.001