

### 207-2.3 Central Office Procedures and Responsibilities

**Central Office** procedures to be followed are also contained in the documents referenced in **Section 207-2.1. Central Office** responsibilities include, but are not necessarily limited to, the following:

1. Approve the **Program Manager's** advertising agreement.
2. Approve the general plans for work zone traffic control.
3. Review and approve Logo Sign Panel designs, including alternative fuel legends or symbols.
4. Approve the form and content of consent legislation drafted and processed by the **Program Manager**.

### 207-3 TODS Program

#### 207-3.1 General

Tourist-Oriented Directional Signs (TODS) are addressed in [OMUTCD Chapter 2K](#). This Section describes the Ohio Tourist-Oriented Directional Signs (TODS) Program as established by **ODOT**. This program permits eligible tourist-oriented activities to be identified on directional signs established for the program. These signs are placed in advance of intersections on **ODOT**-maintained highways, but not at interchanges on freeways and expressways. [The TODS Program is operated by a private company \(Program Manager\) under contract with ODOT.](#) Table 297-16 provides a summary of the eligibility criteria for this program

The following documents, available upon request from the [Office of Traffic Operations](#), define the TODS Program, including the procedures, standards and guidelines: (1) Contract with **Program Manager**; (2) **Program Administrative Rules and Regulations**; (3) **Signing Standards and Guidelines**; (4) **ORC Sections 4511.102 to 4511.107**; and (5) **Right-of-Way Permits Process**.

Information regarding removal, and temporary or permanent re-erection, of TODS due to construction and maintenance activities is addressed in [TEM Section 640-21](#) and [C&MS 614.07 and 630.09](#). TODS issues that arise due to maintenance activities should be directed to the District's TODS Program Coordinator.

#### 207-3.2 District Responsibilities

The documents referenced in **Section 207-3.1** outline the responsibilities assigned to the **Districts**. They include, but are not necessarily limited to, the following:

1. Approve advanced signing at an intersection.
2. Provide construction project information to the **Program Manager**.
3. Approve the work plan for each intersection.
4. Remove the danger when any TODS installation becomes, or is in danger of becoming, a clear and present danger to the public and the **Program Manager** is unavailable.
5. Notify the **Program Manager** of needed relocations or removal of TODS signing.
6. Determine which existing **ODOT**-maintained signs will continue to be maintained at each intersection prior to the **Program Manager** marketing the program at that intersection.
7. Determine where safety or operational features preclude sign installation.

### 207-3.3 Central Office Responsibilities

The documents referenced in **Section 207-3.1** also outline **Central Office** responsibilities for this program. They include, but are not necessarily limited to, the following:

1. Extend, modify or terminate the contract as needed.
2. Approve the **Program Manager's** advertising agreement.
3. Approve the general plans for the work zone traffic control.
4. Approve all forms, applications, agreements and other documents necessary to carry out the program.
5. Coordinate the review of proposed non-standard symbols and submit them to **FHWA**.
6. Cancel individual advertising agreements with reasonable cause.

### 207-4 Hospital and Emergency Medical Care Facility Signing (D9-2, D9-H2a, D9-H2b, D9-H13g, D9-H13h, D12-H17, D12-H17aP, D12-H17b)

#### 207-4.1 General

Signing for hospitals and emergency medical care facilities is in the general service sign category. It is intended to provide directional information to a treatment facility for the unfamiliar motorist with a medical emergency. For this reason, the name of the facility is not normally used on the signs.

Signing for hospitals and emergency medical care facilities should be erected for treatment facilities that meet the requirements of **Section 207-4.3**. Signs may be erected by **ODOT** for the following types of routes:

1. Interstate Routes inside and outside of corporation limits.
2. Freeways and expressways outside of corporation limits.
3. Other National Highway System (NHS) routes (**Section 130-5**) outside of corporation limits.

#### 207-4.2 Procedures for Reviewing Requests

In order to avoid a proliferation of signs for hospitals and emergency medical care facilities, not more than one treatment facility should be signed for at an interchange or intersection.

When two or more treatment facilities fulfill the requirements for signing, preference should be based on the hierarchy established in **Section 207-4.3** and accessibility and distance from the interchange or intersection.

When U.S. and State routes enter municipalities, signing will normally not be erected by **ODOT** since the most appropriate interchange or intersection for signing will usually be within the corporation limits.

Signing will normally not be erected on NHS routes when the treatment facility is located adjacent to the highway.

**ODOT** will erect necessary trailblazing signs on **ODOT**-maintained routes outside the corporation limits. Local officials are responsible for furnishing, erecting, and maintaining necessary trailblazing signs on roads within their jurisdiction. The **District** shall not erect signs until necessary trailblazing signs have been erected by local authorities having jurisdiction over the roadway.

### 207-4.3 Criteria for Hospital and Emergency Medical Care Facility Signing

To qualify for signing, the treatment facility must provide emergency medical care twenty-four hours per day, 365 days per year. To qualify as a hospital, the facility must also provide hospital beds intended primarily for the care of inpatients (patients staying for twenty-four hours or longer). Emergency medical care facilities differ from hospitals in that they do not provide inpatient hospital beds.

The following hierarchy shall be used in determining the medical treatment facilities for which to provide signing.

1. Hospital with level 1 trauma center.
2. Hospital with level 2 trauma center.
3. Hospital with level 3 trauma center.
4. Hospital without trauma center designation, with physician on duty within the emergency department.
5. Hospital without trauma center designation, with registered nurse on duty within the emergency department with a physician in the hospital on call.
6. Hospital without trauma center designation, with registered nurse on duty within the emergency department with a physician on-call from his/her office or home.
7. Emergency medical care facility with physician on duty.
8. Emergency medical care facility with registered nurse on duty with a physician on call from his/her office or home.

The [American College of Surgeons](#) maintains a list of hospitals with trauma centers.

The hospital or emergency medical care facility shall be located within 5 roadway miles of the interchange or intersection where signing is initiated.

### 207-4.4 Signing

Signing for hospitals and emergency medical care facilities should be in accordance with [OMUTCD Chapter 2I](#).

For hospitals with trauma centers, the D9-H2a and D9-H2b signs should be used. The D9-H2a sign is intended for use as a panel on freeway and expressway D9-18 and D9-18b General Service Signs. It can also be appended to other Major Guide Signs. The D9-H2b sign, with supplemental arrow plate, is intended for use on conventional roads, freeway and expressway ramps, and for trailblazing.

For hospitals without trauma centers, the D9-2 sign should be used. This sign is intended for use as a panel on freeway and expressway D9-18 and D9-18b General Service Signs. It can also be appended to other Major Guide Signs. Alternatively, word message signs (D12-H17, D12-H17b) may be installed, or the word message supplemental panel (D12-H17aP) may be appended to other Major Guide Signs, on freeways and expressways. The D9-2 sign, with supplemental arrow plate, is used on conventional roads, freeway and expressway ramps, and for trailblazing.

For emergency medical care facilities, the D9-H13g and D9-H13h signs should be used. (As per the requirements of **OMUTCD Section 2I.02**, the D9-13 Emergency Medical Services symbol cannot be used without a supplemental message indicating the type of service provided.) The D9-H13g sign is intended for use as a panel on freeway and expressway D9-18 and D9-H18b General Service Signs. It can also be appended to other Major Guide Signs.

The D9-H13h sign, with supplemental arrow plate, is intended for use on conventional roads, freeway and expressway ramps, and for trailblazing.

### 207-5 Generic General Service Signing

#### 207-5.1 General

The TODS and Logo Programs discussed in **Sections 207-2 and 207-3**, respectively, address signing for various fuel, food, lodging and camping facilities. See those Sections for details of those programs.

This Section establishes guidelines and criteria for the use of generic General Service signing for fuel, food, lodging and camping. However, this standard does not apply to privately-owned, non-profit campgrounds which are addressed in **Section 205-2**.

For purposes of this discussion, the term “non-profit” also refers to facilities or organizations described as “not for profit.”

#### 207-5.2 Guidelines

The following guidelines shall be used in determining when to use generic General Service signing:

1. Generic General Service signing should only be provided for facilities meeting the criteria established in **Section 207-5.3**.
2. Under the terms of **Ohio’s** TODS Program contract (**Section 207-3**), certain food, lodging and camping establishments may be eligible for TODS signing in advance of intersections on U.S. and State Routes. Fuel establishments are not eligible for this program.

New generic General Service signs for fuel, food, lodging and camping establishments that are not eligible for the TODS Program, are not normally warranted at intersections on U.S. and State Routes.

However, existing generic General Service signs for fuel, food, lodging and camping may remain in place until they have reached the end of their effective performance life, or until the facilities have been signed for under the TODS Program, if eligible.

3. Signing for fuel, food, lodging and camping at interchanges on freeways and expressways should be in accordance with the Specific Service Signing (Logo) Program described in **Section 207-2**. Generic General Service signing for fuel, food, lodging or camping at interchanges eligible for Logo signing is only warranted for a specific type of service when none of that type of service is signed for with Logo signing at that interchange and the criteria in **Section 207-5.3** are met. Interchanges on the Interstate system not eligible for Logo signing would normally not be eligible for generic General Service signing for fuel, food, lodging and camping.
4. Generic General Service signs for fuel, food, lodging and camping are not normally warranted in urban areas.
5. Generic General Service signs for fuel, food, lodging and camping should only be erected where the road user can directly return to the highway and continue in the same direction of travel.
6. The erection of signs for general services shall be in accordance with standards for sign type, height, lateral placement and location specified in the [OMUTCD Chapter 2A](#).
7. General Service signing shall not be erected when the proposed signs would conflict with existing primary Guide Signs or other traffic control devices. Therefore, no commitment should be made to erect signs until an on-site inspection has been conducted at the proposed sign location in order to determine that sufficient space exists.

8. **ODOT** shall not erect signs until necessary trailblazing signs off the State system have been erected by others.

### 207-5.3 Criteria

Specific criteria have been established for generic General Service signing, depending on the type of service:

1. Fuel - The facility shall:
  - a. Be located within 5 miles of the highway for which signing is sought.
  - b. Provide vehicle services to include fuel, oil and water.
  - c. Be in continuous operation for at least sixteen hours a day, seven days a week, all weeks of the year.
2. Food - The facility shall:
  - a. Be located within 5 miles of the highway for which signing is sought.
  - b. Have all required licensing or approval.
  - c. Be operated continuously to serve at least two meals per day, at least 6 days per week.
3. Lodging - The facility shall:
  - a. Be located within 5 miles of the highway for which signing is sought.
  - b. Have all required licensing or approval.
  - c. Provide adequate sleeping accommodations.
  - d. Provide modern sanitary facilities.
4. Camping - The facility shall:
  - a. Be located within 15 miles of the highway for which signing is sought.
  - b. Have all required licensing or approval.
  - c. Provide adequate parking accommodations.
  - d. Provide sanitary facilities and drinking water.
5. Other Facilities

Signing for emergency medical treatment facilities is addressed in **Section 207-4**. Signing for law enforcement agencies is addressed in **Sections 205-2 and 209-2**. Signing for privately owned, non-profit campgrounds is addressed in **Section 205-2.3**. Signing for Tourist Information Centers is addressed in **Section 207-6**.

## 207-6 Tourist Information Center Signing

### 207-6.1 General

**OMUTCD Section 21.08** establishes standard freeway and expressway signing for Tourist Information Centers. The following procedure and criteria shall be used in addressing requests for public and privately-owned Tourist Information Centers signing for freeways and expressways.

Signs should not be erected unless requested by the Tourist Information Center operator. Upon receipt of a request, the **District's** designee should visit the center to check for compliance with the following criteria. Signs shall not be erected unless the criteria noted in **Section 207-6.2** are met and the **District** recommends signing for the Tourist Information Center.

If a local Tourist Information Center meets the criteria, except that the information available pertains only to the local area, signing may be provided at the discretion of the **District**. These centers shall be signed for as described herein, except that the sign legend should be revised to read "LOCAL TOURIST INFO CENTER."

### 207-6.2 Criteria for Signing

When evaluating a request for Tourist Information Center signing on a freeway or expressway, the following criteria shall apply:

1. The Tourist Information Center shall be located either:
  - a. Within a rest area on a freeway or expressway, or
  - b. Within 1 mile of a freeway or expressway interchange.
2. The Tourist Information Center shall be open at least eight hours a day, seven days a week. If operated on a seasonal basis, TOURIST INFO signs shall be removed or covered during the off-season.
3. Unless approved by the **District Deputy Director**, the Tourist Information Center shall not be located within a building, or on the same property, as a building used for the primary purpose of selling services to the motoring public.
4. The center shall have an adequate number of free parking spaces for automobiles with and without trailers, campers and motor homes. If located within an urban area, a turnaround shall be available to accommodate trailers, campers and motor homes.
5. The center shall provide, or be located adjacent to, well-maintained public restroom facilities.
6. The center shall provide, or be located adjacent to, at least one public telephone.
7. A privately-owned center should be endorsed by local authorities and/or civic organizations.
8. Information available to tourists should include, but is not limited to, the following:
  - a. Local Tourist Services - Hotels, motels, restaurants, churches, hospitals with twenty-four hour emergency services and camping facilities.
  - b. Local and Regional Points of Interest - Cultural locations, historical sites and geographical landmarks.
  - c. Local and Regional Attractions - Recreation areas, amusement parks, festivals and fairs, concerts, outdoor dramas, State parks and national parks.
9. It is desirable, but not mandatory, that facilities for Tourist Information Centers located off of freeways and expressway include the following:
  - a. Benches and picnic tables on the lawn,
  - b. A feminine napkin vendor in the women's restroom, and
  - c. Sanitary drinking water.
10. The Tourist Information Center may be either a manned or self-service facility.

### 207-6.3 Signing for Centers on Freeways and Expressways

In general, if the Tourist Information Center meets the criteria in **Section 207-6.2** and is recommended for signing by the **District**, the center shall be signed in accordance with [OMUTCD Section 2I.08](#).

If the Tourist Information Center is located within a rest area the following shall apply:

1. If Rest Area signs are in place, a supplemental TOURIST INFO CENTER (D5-H7aP) or TOURIST INFO (D5-H7bP) panel should be attached above the Rest Area Advance sign (D5-H1) and above the Rest Area Exit Direction sign (D5-H2 or D5-H1a). The width of the supplemental panel (D5-H7aP or D5-H7bP) should not be wider than the existing signs. Alternatively, the Tourist Information symbol (D9-10) may be appended beneath the Rest Area Advance sign.

2. If the signing for the Tourist Information Center is to be erected as part of the initial Rest Area signing, one of the following signing methods may be used:
  - a. Erect D5-H1 and D5-H2 (or D5-H1a) signs with the TOURIST INFO CENTER (D5-H7aP) or TOURIST INFO (D5-H7bP) supplemental panel; or
  - b. Erect the REST AREA TOURIST INFO CENTER X MILES sign (D5-H7) and the REST AREA TOURIST INFO CENTER NEXT RIGHT (D5-H8a) sign; or
  - c. Erect the REST AREA TOURIST INFO CENTER X MILES sign (D5-H7) and the REST AREA TOURIST INFO CENTER (with arrow) (D5-H8) sign.
3. The D5-H7 and D5-H8a (or D5-H8) signs may also be erected if the existing Rest Area signs are being replaced because of safety upgrading, sign damage or deterioration. Serviceable Rest Area signs should not be replaced with D5-H7 and D5-H8a (or D5-H8) signs solely for the purpose of adding the TOURIST INFO CENTER or TOURIST INFO legend.
4. The D5-H7 and D5-H8a (or D5-H8) signs shall not be erected for Tourist Information Centers which operate on a seasonal basis.

#### 207-6.4 Signing for Centers Off of the Freeway or Expressway

For a Tourist Information Center located off the freeway or expressway, the following additional provisions shall apply:

1. If a General Services sign (D9-18, D9-18b) is in place for the interchange, a Tourist Information symbol (D9-10) should be added to the sign. If space is not available to add the symbol, a larger General Services sign may be installed.
2. If no General Services sign is in place at the interchange, the Tourist Information symbol (D9-10) may be appended to ground-mounted interchange Guide Signs. Alternatively, a Tourist Information Center word message sign (D5-H7c) may be erected.
4. Tourist Information symbol signs (D9-10) with appropriate Directional Arrow Auxiliary Signs should be erected:
  - a. On multi-lane ramps, and
  - b. At the end of a ramp when the Tourist Information Center is not within sight of the interchange.
5. Signs shall not be erected by **ODOT** for Tourist Information Centers located off the **State** right-of-way until the operator or appropriate local authorities have provided, at other than **State** expense, any additional signing necessary to direct tourists to the center.
6. **ODOT** shall not erect trailblazing signs on **City** streets, or **County** or **Township** roads.

#### 207-7 Drug Enforcement Signs (D12-H22, D12-H23)

DRUG ACTIVITY IMPAIRED DRIVERS CALL #677 signs (D12-H22) and DRUG TRAFFICKERS GO TO PRISON CALL #677 signs (D12-H23) were installed by **ODOT** on **ODOT**-maintained highways in early 2012. These signs were installed at the request of the **Ohio State Highway Patrol (OSHP)**, to publicize their #677 phone number. These signs replaced the NEED HELP 1-877-7-PATROL and EMERGENCY CALL 9-1-1 signs (D12-H11, D12-H12), which were initially installed in 1999. The 1-877-7-PATROL phone number is no longer in service..

**OSHP** provided funding for initial sign fabrication. The **Districts** provided the materials and labor for installation.

No funding has been provided by **OSHP** to cover fabrication costs of signs needed for maintenance replacements. The **Districts** should order and install replacement signs as needed using established procedures.