

October 29, 2024



Land Use Permit Application for Locality Reduced Speed Limits as per § 46.2-1300

LUP-LRSL

I the undersigned hereby acknowledge that I am fully cognizant of and, in my individual capacity and as a duly authorized representative of the entity applying for this permit, agree to all of the following requirements associated with the issuance of a single use permit authorizing work within the state-maintained right-of-way associated with the locality reduced speed limits as per § 46.2-1300.

Type or Print Clearly

Name of Applicant: _____

Applicant's Tax ID No.: _____

Applicant's Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Primary Telephone No.: _____ 24-Hour Telephone No.: _____

Email Address: _____

Name of Agent: _____

Agent's Tax ID No.: _____

Agent's Mailing Address: _____

City: _____ State: _____ Zip code: _____

Primary Telephone No.: _____ 24-Hour Telephone No.: _____

Email Address: _____

Work Description:

Locality: _____

Route Name and Number: _____

Route to: _____ Route from: _____

Coordinates: Latitude _____ Longitude _____

Name of Applicant's Duly Authorized Representative: _____

Representative's Title: _____

Representative's Signature: _____

Name of Agent's Duly Authorized Representative: _____

Agent's Title: _____

Agent's Signature: _____

VDOT Land Use Permit Required by Law

The General Rules and Regulations of the Commonwealth Transportation Board provide that no work, occupancy, or non-transportation uses of any nature may be allowed or performed on the system of state highways or any real property under the ownership, control, or jurisdiction of VDOT until written permission has been obtained from VDOT. Written permission is granted for the above-referenced activity through the issuance of a land use permit.

By issuing a permit, VDOT is giving permission only for whatever rights it has in the right-of-way; the Permittee is solely responsible for determining all entities that may have a property interest of any kind or nature in the right-of-way and for obtaining permission from all such entities for the Permittee's use of the right-of-way and shall be solely liable for any failure to obtain from any and all entities having a property interest in the right-of-way.

The Permittee will be civilly liable to the Commonwealth for all actual damage caused by a violation of the terms of the permit or [24VAC30-151-40.I](#).

Permit Fees

The land use permit application fee amount will be determined by the district administrator's designee based on the schedule found in [24VAC30-151-710](#) of the Land Use Permit Regulations.

Surety Requirement

The permittee and/or their agent shall provide surety to guarantee the satisfactory performance of the activity authorized under the auspices of the land use permit issued for the initial installation. The surety shall be based on the estimated cost of work to be performed within the right-of-way and the amount shall be determined by the district administrator's designee. The surety may be in the

form of a check, cash, irrevocable letter of credit ([LUP-LC](#)), Resolution or surety bond ([LUP-SB](#)). This surety will be refunded or released upon satisfactory completion of the initial installation and inspection by VDOT.

Cash Surety Refund

Applicants owing the Internal Revenue Service or the Commonwealth of Virginia may not receive a refund of the cash guarantee provided for the issuance of a VDOT land use permit unless the amount owed is less than the amount of cash guarantee provided. Applicants providing cash guarantee for the issuance of a VDOT land use permit must provide an executed copy of the Commonwealth of Virginia's Substitute Form W-9 to receive a refund of the cash guarantee provided for the issuance of a VDOT land use permit.

Insurance Requirements (excluding County, Town, or City)

The permittee or their agent shall secure and maintain commercial general liability insurance to protect against liability for personal injury and property damage in connection with all activities undertaken under a permit. Comprehensive general liability insurance with limits of at least \$1,000,000 per occurrence and \$5,000,000 aggregate, or in amounts otherwise required by VDOT as stated in the permit, shall be maintained at all times. Insurance must be obtained prior to start of the permitted work and shall remain valid through the permit completion date. VDOT staff may require a valid certificate of insurance or policy documents from the issuing insurance agent or agency prior to issuing a permit.

General Requirements

- 1) Permittee acceptance and use of a Virginia Department of Transportation (VDOT) land use permit is prima facie evidence that the permittee has read and is fully cognizant of all required permit provisions, applicable traffic control plans, and associated construction standards to be employed. All applicants to whom permits are issued shall at all times indemnify and hold harmless the Commonwealth, the Commonwealth Transportation Board, the Commissioner of Highways, VDOT, and their consultants, representatives, agents and employees from and against any and all claims, causes of action, losses, costs, attorney's fees, expenses, and damages that directly or indirectly results from or arises out of the permittee's activities or violations in the right-of-way or from any of the permittee's contractors, subcontractors, consultants, representatives, agents or employees, or from anyone for whose acts or violations the permittee is or may be liable.
- 2) The permittee assumes full responsibility for any damages that may occur as a result of the work performed under this permit. Furthermore, the Department will in no way be responsible for any damage to the facility being placed as a result of future maintenance or construction activities performed by the Department.

- 3) The permittee agrees to move, remove, alter, or change any deployment that interferes with the construction of the highway at no cost to the Department unless otherwise stipulated and agreed to by the Department.
- 4) The permittee shall immediately correct any situation that may arise from their activities that the district administrator's designee deems hazardous to the traveling public.
- 5) Any highway signs, right-of-way markers, etc., disturbed by work performed under the auspices of a land use permit shall be accurately reset by the permittee immediately following the work in the vicinity of the disturbed facility. The services of a certified land surveyor with experience in route surveying may be required.
- 6) It shall be the permittee's responsibility to obtain all necessary permits that may be required by any other government agencies, i.e., U.S. Army Corps of Engineers, Department of Environmental Quality, Department of Conservation and Recreation.
- 7) A copy of the VDOT land use permit shall be maintained at the work site and made readily available for inspection when requested by authorized VDOT personnel.
- 8) The permittee shall notify the local district permit office at least 48 hours prior to commencement of any work requiring inspection and/or testing. Failure to carry out this requirement may result in permit revocation.
- 9) It is the duty of the district administrator's designee to keep all roads maintained in a safe and travelable condition at all times. Therefore, any permit may be denied, revoked, or suspended when in the opinion of the district administrator's designee, the safety, use, or maintenance of the highway so requires.
- 10) The permittee shall at all times give strict attention to the safety and rights of the traveling public, their employees, and themselves. VDOT reserves the right to stop work at any time due to safety problems and/or non-compliance with the terms of the permit. The Department may, at its discretion, complete any of the work covered in the permit or restore the right-of-way to the department's standards and invoice the permittee for the actual cost of such work. The permittee may be required to move, alter, change, or remove from state-maintained right-of-way, in a satisfactory manner, any installation made under this permit.
- 11) All work authorized under the auspices of a VDOT land use permit shall be subject to VDOT's direction.
- 12) Design changes, specified material changes, and/or field changes from the approved plans shall be submitted to the appropriate district administrator's designee for review and approval prior to proceeding with the proposed changes. This submittal shall include written justification, supplemental documentation, and/or engineering calculations that support the requested changes.

Permit Specific Requirements

Per [§ 46.2-1300](#), the governing body of a county, city, or town may by ordinance reduce the speed limit to less than 25 mph but not less than 15 mph (or restore such speed limits previously reduced) on highways in their boundaries that meet the following:

1. Highway is posted with signs indicating a speed limit of 25 mph.

- The street must be originally posted with an R2-1 sign indicating a speed limit of 25 mph (see adjacent figure), one sign posted in each travel direction at the beginning of the 25-mph zone (see “lawfully placed signs,” item 3 below).
- Alternatively, a street at the entrance to a neighborhood or town etc. must be originally posted with a single R2-1 sign indicating a speed limit of 25 mph with a supplementary R2-5P plaque indicating “Unless Otherwise Posted”, “Neighborhood”, “Citywide” or similar as appropriate per the MUTCD (see adjacent figure).
- Streets not posted with signs indicating a speed limit of 25 mph may not be reduced by the locality. For such streets, VDOT makes the determination whether to post the statutory speed limit under its policy in IIM-TE-365 (see [HERE](#)). Statutory speed limits (e.g. 25 mph in residential areas, 35 mph in towns, 55 mph in rural areas etc.) are not required to be posted with signs. However, VDOT may determine to post the statutory speed limit in cases that meet the statutory requirements (e.g. street is in a residence district) and where such speed limits are not evident to motorists, such as in a residential area situated along an otherwise rural highway where a statutory 55 mph speed limit applies (and likewise may not be posted with speed limit signs). Otherwise, per IIM-TE-365 VDOT does not generally post statutory speed limits on secondary roads.



R2-1



R2-5P

2. Highway is located in a residence or business district.

- The area adjacent to the highway must meet the definition of a business or residence district as defined in the *Code of Virginia* § 46.2-100:
 - i. "Business district" means the territory contiguous to a highway where 75 percent or more of the property contiguous to a highway, on either side of the highway, for a distance of 300 feet or more along the highway, is occupied by land and buildings actually in use for business purposes.
 - ii. "Residence district" means the territory contiguous to a highway, not comprising a business district, where 75 percent or more of the property abutting such highway, on either side of the highway, for a distance of 300 feet or more along the highway consists of land improved for dwelling purposes, or is occupied by dwellings, or consists of land or buildings in use for business purposes, or consists of territory zoned residential or territory in residential subdivisions created under Chapter 22 (§ 15.2-2200 et seq.) of Title 15.2.

3. The reduced or restored speed limit is indicated by "lawfully placed signs."
 - Signs installed to indicate the locality-reduced speed limit shall follow the Manual of Uniform Traffic Control Devices (MUTCD) and the Virginia Supplement to the MUTCD (any reference to the MUTCD encompasses the requirements in both), adopted under [24VAC30-315-10](#) as the standard for signs and markings on all highways under the jurisdiction of the Virginia Department of Transportation
 - The reduced speed limits established through a locality ordinance are statutory limits and per the MUTCD do not require an engineering study.
 - The MUTCD requires that posted speed limits be multiples of 5 mph; therefore, the locality reduced speed limit and the related signs shall only indicate either 15 mph or 20 mph.
 - The MUTCD stipulates certain other signs to safely establish and appropriately indicate the speed limit including (i) advance warning signs indicating the reduced speed limit (where it is more than 10 mph below the adjacent, upstream speed limit) and (ii) warning signs alerting motorists to reduce speeds where the roadway alignment limits speeds below the posted speed limit such as at curves etc. The various sign requirements per the MUTCD are further detailed below.
4. The locality shall provide written notice to VDOT 30 days prior to changing a speed limit on any highway in the state highway system.
 - The written notice should include the street name, route #, termini, and the locality-reduced speed limit.

Process for Locality Requests

To implement a reduced speed limit per the requirements of § 46.2-1300 and other relevant Code sections, the locality and VDOT shall perform the steps below (see “Recommendations for Locality-Reduced Speed Limits” in Appendix B).

1. The locality notifies the local VDOT office* for the location where they have passed an ordinance to reduce the speed limit along with the following information:
 - Copy of the locality’s ordinance authorizing the reduced speed limit along with the following information:
 - The street name, route #, and termini of the locality-reduced speed limit.
 - Document the requirements per § [46.2-1300](#) that the street is posted with signs indicating a 25-mph speed limit and is in a residence or business district.

- See the VDOT Posted Speed Limits map [HERE](#) for speed limit postings on state highways. Note the map may not have or show all postings, particularly in residential neighborhoods.
- A sign diagram or sketch map of the location indicating the street and signs (including sign locations) pertaining to the original 25 mph speed limit the locality will install/replace as required per the MUTCD ** to properly establish and indicate the locality-reduced speed limit, including modification or replacement of any of the following signage originally posted for the existing 25-mph speed limit along the entire street section:
 - All the original 25-mph speed limit signs, advance warning signs, and any other warning signs pertaining to the original 25-mph speed limit installed along the street where the locality will reduce the speed limit.
 - Signs for any revised speed limit transitions for the original 25-mph speed zone. For example, where the original 25 mph speed limit is preceded by a 40-mph transition speed zone from a 55-mph speed zone, the locality must identify such transition zones and the related signs/locations/speed limits as VDOT may reduce the 40-mph transition speed zone to 30 or 35 mph to establish a proper transition to the locality-reduced speed zone from the 55-mph zone. VDOT must establish any such reduction per § 46.2-878 after conducting an engineering study etc. as the locality does not have authority to change such speed limits. Alternatively, VDOT may opt to utilize a "XX MPH Reduced Speed Ahead" sign within the existing transition zone. In either case, the locality shall be responsible for the costs of the required signs.
 - Any existing school zone speed limits (SZSL) within or otherwise affected by the locality-reduced speed zone shall be reviewed and re-established (or potentially removed altogether) to reflect the locality-reduced speed limit, in accordance with VDOT's IIM-TE-183.1 "Requirements for the Establishment, Operation, and Maintenance of School Zone Speed Limits (SZSLs). The SZSL shall reflect a speed limit equal to or less than the locality-reduced speed limit, as determined to be appropriate after a study or it may be the determination to remove the SZSL altogether etc. The locality shall be responsible for the costs of all modifications to the SZSL and any new or modified signs required per VDOT's IIM-TE-183.1.
- Identify any traffic signals within the locality-reduced speed zone and submit new signal change and clearance intervals required due to the reduced speed limit as necessary to meet the MUTCD requirements. Per the MUTCD (VA Supplement)

clearance intervals should be calculated per the latest edition of VDOT's IIM-TE-306 (document 406.1 for NOVA District). On a case-by-case basis and upon the request by the locality, VDOT may be able to perform this work on their behalf, at the cost of the locality.

* Notifications should be submitted to the local VDOT District residency office (see [VDOT District Contacts](#)) except in the Northern Virginia District (NOVA) notify the local VDOT Permits Office (Prince William Permits: David Heironimus, david.heironimus@VDOT.Virginia.gov, Fairfax Permits: Robert Burton, robert.burton@vdot.virginia.gov, Loudoun Permits: Antonios Estafanous, antonios.estafanous@VDOT.Virginia.gov).

** See Appendix A for typical signs pertaining to the original 25-mph posted speed that must be replaced or modified etc. and various MUTCD signing requirements.

2. The VDOT District residency / NOVA permits office, in coordination with the VDOT District Traffic Engineer, reviews the locality submittal and verifies the locality-reduced speed limit and proposed signs the locality will install/replace meets the criteria of 46.2-1300 (see "Requirements" above), and the requirements of the MUTCD as detailed above.
3. VDOT returns the list to the locality with comments including any sign adjustments required to conform to the MUTCD and IIM-TE-183.1 (for school zones), the identification of any revisions to speed limit transitions required, and traffic signal adjustments that must be done before or in conjunction with, the locality speed limit reduction.
4. The locality then submits a Land use permit application (LUP-LRSL) for the Locality Reduced Speed Limits ([Land Use Permits](#)) to the VDOT District residency / NOVA permits office. The LUP is required to install signs within VDOT's right-of-way.
5. The locality notifies the local VDOT District residency / NOVA permits office when the reduced speed limit signs and all other pertinent signs are installed.
6. The VDOT District residency office / NOVA permits office, in coordination with the VDOT District Traffic Engineer, confirms the locality sign installations meet the MUTCD and VDOT specifications and requirements.
7. The VDOT District residency office / NOVA permits office conveys the reduced speed limit and the date of the speed limit change to the VDOT District Traffic Engineer along with a copy of the locality's ordinance authorizing the reduced speed limit. The VDOT District Traffic Engineer then conveys the change via the TE-382 form to the VDOT Traffic Operations Division for filing and recording the speed limit change in the statewide database (RNS).

Locality Responsibilities

The locality is responsible to procure, purchase, install, and maintain all signs (including signposts and foundations) required by the MUTCD and VDOT's Standards & Specifications associated with the locality-reduced speed limit as previously detailed including speed limit signs, advance or other

warning signs, school-related signs (must follow VDOT's IIM-TE-183.1), and signs for any revised speed limit transitions established by VDOT (subsequent to completion of the required engineering study by VDOT). Maintenance responsibility for any locality-revised school zone signs will continue as detailed in IIM-TE-183.1. The locality shall remove all original signs and signposts not utilized for the locality-installed signage.

The locality shall submit new signal change and clearance intervals required due to the reduced speed limit (on a case-by-case basis, VDOT may agree to do this work on behalf of the locality and the cost for any signal modifications shall be reimbursed by the locality). Any required signal retiming(s) and studies for any revised speed zone transitions or school zone speed limits required to be conducted by VDOT or the locality shall be completed prior to the locality installation of the reduced speed limit signs. The reduced speed limit signs shall not be installed until all revised school zone signs, speed zone transition signs, and warning signs pertinent to the reduced speed limit are installed. All locality-installed signs must have a stamp or sticker indicating it was installed by the locality and the date of installation.

Traffic Control and Safety

- 1) In accordance with the Virginia Department of Transportation (VDOT) Road and Bridge Specification, Special Provision 105.14, all activities performed under the auspices of a VDOT Land Use Permit involving the installation, maintenance and removal of work zone traffic control devices must have an individual on-site who, at a minimum, is accredited by VDOT in Basic Work Zone Traffic Control. The accredited person must have their VDOT Work Zone Traffic Control accreditation card in their possession while on-site.
- 2) The individual accredited in Basic Work Zone Traffic Control is responsible for the placement, maintenance, and removal of work zone traffic control devices within the work zone in compliance with the permit requirements and conditions, and the approved plans.
- 3) A person accredited by VDOT in Intermediate Work Zone Traffic Control must be on-site to provide supervision for adjustment to the approved layout.
- 4) Individuals responsible for implementation of work zone traffic control measures shall provide evidence of their accreditation upon request from VDOT personnel.
- 5) The permittee shall be exempt from the requirements of Virginia Department of Transportation (VDOT) Road and Bridge Specification, Special Provision 105.14 if the authorized activity is not within the roadway (as defined in 24VAC30-151) of a state-maintained highway.
- 6) All activities that require the disruption (stoppage) of traffic on two-lane undivided roads shall utilize flaggers who have a valid and unexpired VDOT Flagger, ATSSA Flagger, VDOT Basic Work Zone, or VDOT Intermediate Work Zone card. VDOT will not accept VDOT Flagger Cards issued after December 31, 2024; VDOT Flagger Cards issued prior to December 31, 2024, will only be accepted until their date of expiration (two years after date of issuance). Flag persons shall be provided in sufficient number and locations as necessary for control and protection of vehicular and pedestrian traffic. All flaggers must have their certification card in their possession when performing flagging

operations within state-maintained right-of-way. Any flag person found not in possession of his/her certification card shall be removed from the flagging site and the district administrator's designee will suspend all permitted activities.

- 7) Any certified flag person found to be performing their duties improperly shall have their certification revoked.
- 8) Traffic shall not be blocked or detoured without permission, documented in writing or electronic communication, being granted by the district administrator's designee.
- 9) The permittee shall notify the following appropriate VDOT Transportation Operations Center (TOC) 30 minutes prior to the installation of a lane closure or shoulder closure on non-limited access primary routes and within 30 minutes of removing the lane or shoulder closure:
 - Eastern Region (757) 424-9920: All localities within the Hampton Roads Construction District excluding Greenville County and Sussex County
 - Northern Virginia (703) 877-3401: All localities within the NOVA Construction District plus Spotsylvania County and Stafford County
 - Central Region (804) 796-4520: All localities within the Richmond Construction District, plus Greenville County and Sussex County. All localities within the Fredericksburg District, excluding Spotsylvania County and Stafford County
 - SW Region (540) 375-0170: All localities within the Salem, Bristol, and Lynchburg Construction Districts
 - NW Region (540) 332-9500: All localities within the Staunton and Culpeper Construction Districts

Information regarding how to obtain access and the requirements for entry of lane closure requests in LCAMS and VaTraffic will be provided by the local permit office.

Authorized Hours and Days of Work

Normal hours for work under the authority of a VDOT land use permit are from 9:00 a.m. to 3:30 p.m. Monday through Friday for all highways classified as arterial or collector. All highways classified as local roads will have unrestricted work hours and days.

The district administrator's designee may establish alternate time restrictions in normal working hours for single use permits.

The central office permit manager may establish alternate time restrictions in normal working hours for district-wide permits.

The classifications for all state-maintained highways can be found at the following link:

<https://www.vdot.virginia.gov/projects/roads-classified/>

Holiday Restrictions

Non-emergency work will not be allowed on arterial and collector highway classifications from noon on the preceding weekday through all state observed holidays. If the observed holiday falls on a Monday, the non-emergency work will not be allowed from noon on the preceding Friday through noon on Tuesday.

All excavation within state-maintained rights-of-way shall comply with OSHA Technical Manual, Chapter 2, Title Excavation: Hazard Recognition in Trenching and Shoring. A professional engineer shall certify all shoring and/or trench boxes.

Excavation

No excavated material is to be placed or tracked on the pavement without written permission from the District Administrator's designee. When so authorized, the pavement shall be satisfactorily cleaned by a VDOT approved method. No cleated (track-mounted) equipment is to be used on the pavement without properly protecting the pavement from damage.

Prior to any excavation, the permittee shall comply with the terms of [Title 56, Chapter 10.3](#) of the Underground Utility Damage Prevention Act and [§56-265.14](#) through [§56-265.20](#) of the Code of Virginia. This permit does not grant permission to grade on or near property of others or adjust or disturb in any way existing utility poles or underground facilities within the permitted area. Permission to do so must be obtained from the impacted utility company and any expense involved shall be borne by the permittee. Any conflicts with existing utility facilities must be resolved between the permittee and the utility owner(s) involved.

The permittee or their agent must contact the VDOT Customer Service Center at 1-800-367-7623 a minimum of 48 hours prior to initiating any planned excavation within 1,000 feet of a signalized intersection and/or near VDOT ITS infrastructure. Excavation activities may proceed only after the VDOT regional utility location agent has notified the permittee that the utility marking has been completed. Additional information can be found at: [IIM-TMPD-541, IIM-TE-383, IIM -OD-16-01, Request for Marking VDOT Utility Location \(virginia.gov\)](#)

Alternately, within all localities in the Northern Virginia Construction District, including the Counties of Arlington, Fairfax, Loudoun & Prince William, the Cities of Alexandria, Fairfax, Falls Church, Manassas and Manassas Park, and the Towns of Clifton, Dumfries, Hamilton, Haymarket, Herndon, Hillsboro, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Quantico, Round Hill and Vienna, and on Interstate 95 in the counties of Stafford, Spotsylvania and Caroline, the permittee may request VDOT regional utility marking at: <http://www.vdotutilitymarking.virginia.gov>

Failure to carry out this requirement may result in permit revocation.

Environmental

- 1) In accordance with the Virginia Department of Transportation (VDOT) Road and Bridge Specification 107.16, all contractors performing regulated land disturbing activities within VDOT right-of-way must have at least one (1) employee that has successfully completed the VDOT Erosion & Sediment Control Contractor Certification training. This person shall be on site during all land disturbance activities and will be responsible for insuring compliance

with all applicable local, state, and federal erosion and sediment control regulations during land disturbance activities. This person must have their certification card with them while on the project site. The land use permit will be suspended if proof of certification cannot be provided. Regulated land disturbing activities are defined as those activities that disturb 2,500 square feet or greater in Tidewater, Virginia or 10,000 square feet or greater in all other areas of the State. The Department will require evidence of this certification with any land use permit application that involves utility and/or commercial right of way improvement. Improper installation, maintenance and removal of erosion and sediment control devices may result in revocation of VDOT Erosion & Sediment Control Contractor Certification.

- 2) The permittee is responsible for pursuing and obtaining any and all environmental permits which may be required to pursue the proposed activity prior to any work beginning within state-maintained right-of-way.
- 3) In the event hazardous materials or underground storage tanks are encountered within state-maintained right-of-way during authorized activities, the permittee shall suspend all work immediately then notify the local district permit office and other responsible parties, i.e., the local fire department, emergency services, Department of Environmental Quality, etc. The permittee is responsible for coordination and completion of all required remediation necessary to complete the permitted activities within the state-maintained right-of-way. The permittee shall provide evidence of such compliance to the local district permit office prior to recommencement of permitted activities.
- 4) In the event cultural resources, archaeological, paleontological, and/or rare minerals are encountered within the right of way during authorized activities, the permittee shall suspend all work immediately then notify the local district permit office and the proper state authority charged with the responsibility for investigation and evaluation of such finds. The permittee will meet all necessary requirements for resolving any conflicts prior to continuing with the proposed activities within the state-maintained right-of-way and shall provide evidence of such compliance to the local district permit office.
- 5) Roadway drainage shall not be blocked or diverted. The shoulders, ditches, roadside, drainage facilities and pavement shall be kept in an operable condition satisfactory to the Department. Necessary precautions shall be taken by the permittee to insure against siltation of adjacent properties, streams, etc.

Final Inspection and Completion of Permit

Upon completion of the work covered by this permit all disturbed areas outside of the roadway prism shall be restored to their original condition as found prior to starting such work.

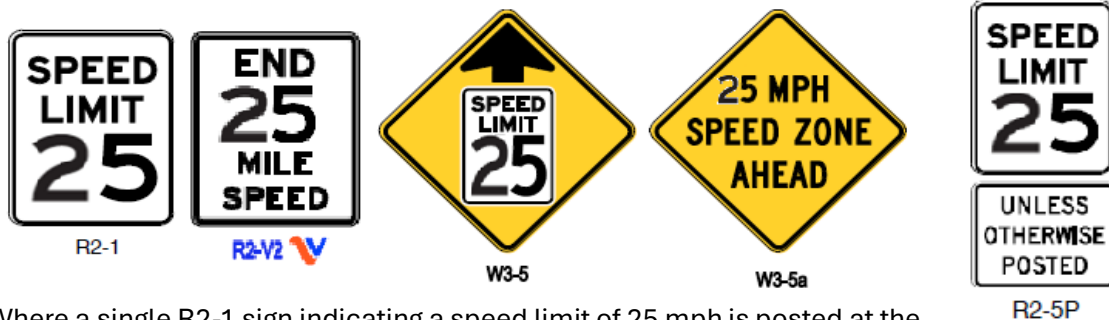
Completion of this permit is contingent upon the permittee's completion of the authorized work in accordance with the approved plan and compliance with all governing bodies involved in the total completion of work on state-maintained right-of-way.

Upon completion of the work under permit, the permittee shall provide notification, documented in writing or electronic communication, to the district administrator's designee requesting final inspection. This request shall include the permit number, county name, route number and name of the party or parties to whom the permit was issued.

The district administrator's designee shall promptly schedule an inspection of the work covered under the permit and advise the permittee of any necessary corrections.

Appendix A – Various MUTCD Signing Requirements

All the following signs pertaining to the original 25 mph posted speed limit and installed along the section of highway to be reduced must be replaced or otherwise installed as required by the MUTCD to indicate the locality-reduced speed limit of 15 mph or 20 mph.



Note: Where a single R2-1 sign indicating a speed limit of 25 mph is posted at the entrance to a neighborhood, town, etc., it is recommended to likewise include a supplementary R2-5P plaque indicating “Unless Otherwise Posted”, “Neighborhood” or similar as appropriate per the MUTCD (see below) to enhance motorists’ understanding and adherence with the locality-reduced speed limit.

Note: any W3-5a signs indicating “25 MPH Speed Zone Ahead” shall be replaced only with the W3-5 sign indicating the locality-reduced speed limit, per the VA MUTCD which prohibits use of the W3-5a sign for new installations.

Note: See MUTCD, Figure 2A-2. Examples of Heights and Lateral Locations of Sign Installations for proper sign installation.

Various other installed warning signage such as those depicted below as well as other similar warning signs pertaining to the roadway alignment generally may remain except for any advisory speed plaques (W13-1P) that indicate a speed higher than the locality-reduced speed limit (i.e. advisory signs indicating 20 mph where the locality-reduced speed limit is 15 mph). In those cases, the advisory speed plaque shall be removed, and the W1-1 or other similar warning signs may remain. Otherwise, any other warning signage required per the MUTCD to indicate the locality-reduced speed limit shall be installed.



Note the present, approximate cost to purchase & install a single speed limit (R2-1) or warning sign on a typical two-lane road is \$1,100 and \$1,400, respectively, but may vary by region and installer.

Appendix B – Recommendations for Locality-Reduced Speed Limits

The following are recommendations for locality-reduced speed limits that enhance their effectiveness and minimize impacts on traffic flow and operations.

1. Generally, the posted speed limit of 25 mph should be retained on arterials and collector streets that serve as primary thoroughfares through a town or where such highways have small concentrations of development in an otherwise rural setting (rural town). Such highways generally have higher traffic volumes and may be primary highways.

Any reduced speed limit should be reserved for connecting streets (where they qualify) to such highways and be limited to a 20-mph speed limit. A reduced speed limit of 15 mph is extremely hard to maintain by motor vehicles. Any reduced 15 mph speed limit, if applied, should be limited to cul-de-sacs or other short street segments.

Additionally, local roads that likewise serve as the major route through a residential neighborhood should retain a 25-mph posting, with any 20-mph reduced speed limit reserved for streets connecting to those and with any 15 mph speed limit reserved for connecting streets to those streets, such as cul-de-sacs.

A speed limit that is uniform along a street rather than where it frequently changes at short intervals is more likely to be obeyed. A length of at least 0.2 miles (1,056 feet) is recommended for any locality-reduced speed limit. For example, on a street posted at 25 mph where only non-contiguous, short sections are eligible for a locality-reduction, motorists would encounter a speed limit such as 20, 25, and then 20 mph over a relatively short distance. In such cases it is recommended the street retain the original 25 mph speed limit over the whole section.

2. Motorists are not likely to lower speeds in response to a reduced speed limit except where there are corresponding roadway features and adjacent development that prompt a lower speed.
 - VDOT recommends that locality-reduced speed limits be reserved for locations with actual and obvious residential or business development characterized by features such as on-street parking, significant pedestrian activity, sidewalks, marked pedestrian crosswalks etc. Any 15-mph reduced speed limit should be reserved for the highest density locations having most if not all these features, such as in a Central Business District (CBD).
 - A reduced speed limit of 15 or 20 mph on a street lacking many of the above features, such as in a neighborhood with sparse or no observable development, with wide, straight streets (common in many subdivisions) will not be obeyed by many motorists even where such streets are zoned residential and thus meet the definition of a residence district.
3. The widespread posting of reduced speed limits that do not correspond to the roadway features and adjacent development promotes further disrespect of posted speed limits by motorists and the tendency to further disregard posted speed limits altogether. Law enforcement perspective is a key aspect for setting and enforcement of speed limits.

Localities are encouraged to develop a process for the selection, installation, and coordination of their reduced speed limits with the local Police on enforcement.

4. Motorists are not likely to lower speeds in response to a reduced speed limit except where there are corresponding roadway features and adjacent development that prompt a lower speed, as well as enforcement of speed limits by local police.
 - Therefore, it is recommended that the locality-reduced speed limits be reserved for locations with actual and obvious residential or business development characterized by features such as on-street parking, significant pedestrian activity, sidewalks, marked pedestrian crosswalks, etc. Any 15-mph reduced speed zone should be reserved for the highest density locations having most if not all these features, such as in a Central Business District (CBD).
 - A reduced speed limit on a street lacking many of the above features, such as in a neighborhood with sparse or no observable development or wide, straight streets (common in many subdivisions) will not be obeyed by many motorists even where such streets are zoned residential and thus meet the definition of a residence district.
 - Enforcement of speed limits in many residential areas is generally infrequent if it occurs at all, prompting motorists to drive at a higher speed they feel is justified by the lack of any observable need to go slower.
 - The widespread posting of reduced speed limits that do not correspond to the roadway features and adjacent development promotes further disrespect of posted speed limits by motorists and the tendency to further disregard the posted speed limit altogether.
5. Generally, the posted speed limit of 25 mph should be retained on arterials and collector streets that serve as primary thoroughfares through a town or where such highways have small concentrations of development in an otherwise rural setting (rural town). Such highways generally have higher traffic volumes and are primary highways on the state system. Additionally, local roads that likewise serve as the major route through such locations should retain any 25-mph posting.
 - Note the City of Seattle, when it lowered speed limits across much of its road network in 2015, retained a speed limit of 25 mph on larger urban corridors and on residential streets maintained a speed limit of 20 miles per hour. A study by the Insurance Institute for Highway Safety (IIHS) found that Seattle's speed limit reduction was associated with a significant decrease in the odds of an injury crash.
 - A reduced speed limit of 15 and even 20 mph is extremely hard to maintain by motor vehicles. If applied, a reduced 15 mph speed limit should be limited to dead-end streets or cul-de-sacs.

6. Motorists are more likely to follow a speed limit that is uniform along a street rather than where it frequently changes. A length of at least 0.2 miles (1,056 feet) is recommended for any locality-reduced speed limit.