



CERTIFIED CITIES TELECONFERENCE

Annual Review



Required Documentation

- Inventory of all current commercial signs within the city.
- Current map of the incorporated city limits.
- Current commercial sign ordinance
- Current zoning ordinance.
- Current zoning map.
- Enforcement plan.
- Summary of annual enforcement actions.
- Current points-of-contact for commercial signage control.

Sign Inventory Requirements

- City sign permit number
- Highway Route on which the sign is located (e.g. US 183)
- Side of Highway (e.g. North)
- Sign Owner
- GPS coordinates in decimal degrees (e.g. 30.274652, -97.740379)

- Electronic Data Only
- Map and Inventory Data:
 - GIS Data (Shapefile, MXD, KMZ, etc.)
 - Spreadsheet or Database (CSV, Excel, Access Database, etc.)
- Other Documentation:
 - PDF or equivalent
 - Online published source

- Electronic Methods:
 - Email (John.Miner@txdot.gov)
 - City FTP Site
 - TxDOT Dropbox Service (<https://ftp.dot.state.tx.us/dropbox>)
- Regular Mail (address on next slide)
 - USB Drive
 - CD

Contact Information & Questions

- Data Due September 1, 2018

John Miner

(512) 416-2842

John.Miner@txdot.gov

M-F 7:00 – 3:30 C

Mayra Grossman

(512) 416-2125

Mayra.Grossman@txdot.gov

M-F 7:00 – 4:00 C

Texas Department of Transportation
Commercial Signs – ROW Division
PO Box 5075
Austin, TX 78763-5075