



# TECHNICAL BULLETIN

Ministry of Transportation  
and Highways

ENGINEERING BRANCH  
TRAFFIC & ELECTRICAL ENG. SECTION  
BULLETIN NUMBER: **TE2000-01**

<b>Subject: Maintenance of Sign Poles</b>	
<b>Date:</b> January 28, 2000	<b>Author:</b> Ross Casey
<b>Bulletin Number:</b> TE-2000-01 <b>Bulletin Type:</b> Clarification of Maintenance Procedures for Sign and Combination Sign/Luminaire Poles.	<b>Action Required:</b> Next Scheduled <b>Effective Date:</b> Immediately
<b>Distribution</b>	<b>Standards Affected</b>
Ministry Electrical Trades Supervisors and Managers; VIHP Electrical Design Co-ordinator; Regional Operations Technicians or Equivalents; Manager, Electrical Engineering; Senior Traffic and Electrical Engineer; Regional Directors.	<b>Other:</b> Electrical Maintenance Procedures

## Preventative Maintenance

The following procedures shall be undertaken when performing preventive maintenance on all sign and combination sign/luminaire poles:

- 1.) All poles shall be visually inspected annually for indications of rust and/or cracks, with special attention to the areas near the welds at the pole base plates and to anchor bolts. All frangible and breakaway style bases shall be visually inspected annually for cracks, indications of rust or damage.
- 2.) All poles anchor bolt nuts and frangible and breakaway base nuts and bolts shall be checked for tightness and if required, shall be tightened as stipulated in clause 635.17 of the Standard Specifications for Highway Construction.
- 3.) Frangible bases shall also be checked for the location of levelling shims or washers between the frangible base and the concrete base. Levelling shims shall only be installed at the anchor bolt locations as shown on Standard Specifications for Highway Construction drawing SP635-2.1.15.

## Corrective Maintenance

- 1.) Poles and breakaway style bases with damage as noted above shall be replaced as soon as possible. Damaged frangible bases shall be replaced as soon as possible with breakaway style bases. If there is any doubt if the damage is severe enough to warrant replacement a structural engineer should be contacted to perform an analysis.
- 2.) Damaged anchor bolts are only to be repaired if it can be determined that the base they are located in was installed after March 1994. A general indication of the installed date is if the base type is imbedded in the top surface of the base, it was installed after March, 1994. The Ministry began specifying a higher tensile strength anchor bolt effective March, 1994. Anchor bolt repairs shall only be undertaken as specified by Standard Specifications for Highway



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Construction drawings SP635-1.1.42 and .43. Bases installed prior to March, 1994 or any bases having more anchor bolts damaged than stipulated in the Standard Specifications drawing, shall be replaced, not repaired.

3.) Frangible bases with levelling shims or washers incorrectly installed shall have the shims removed and reinstalled as specified.

For further information or comments please contact:

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