

Road Right-of-Way Sign Policy

Council Policy No.: SER-013-005

Date of Approval by Director: June 20, 2014

Next Review Date:

Administrative Responsibility: Transportation and Agriculture Services

Purpose

This Procedure has been prepared in support of Council Policy SER-013-005 Road Right-of-Way Sign Policy that provides guidance for the installation of permanent non-traffic control signs within our road right-of-way that are uniform, legible and appropriately located for all road users within Strathcona County.

ADMINISTRATIVE PROCEDURES

Once the Policy conditions are met, a formal approval letter will be sent to the applicant. This approval letter will serve as the applicant's Road Right-of-Way Sign Permit. The applicant will then follow the conditions below.

1. Sign Location(s)
 - a. Signs are to be placed on the dedicated route from one selected Class 1 Highway to the place of business. Signs will direct traffic travelling on Class 1 Highways and County Roads to the destination.
 - b. Signs will be placed a minimum of 150 metres before a direction change is required.
 - c. Signs are to be placed no closer than 90 metres to an existing sign, however may vary depending on the posted speed limit and geometric sightlines.
 - d. Signs will only be located at direction changes as required to remain effective.
2. Number of Signs

Strathcona County will approve the installation of a maximum of one sign on a lower volume Class 1 Highway through Alberta Transportation and two on County Roads. In the case where a business is clearly situated between two Class 1 Highways of equal importance, two dedicated routes from different directions can be recommended. Upon formal request,

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Strathcona County will consider the installation of one additional sign on a lower volume Class 1 Highway and two additional signs on County Roads.

3. Fabrication and Installation

The sign must follow design and installation specifications established by the County. Signs will be produced and installed through the County by the County or a County-approved company only.

The installer must call “Alberta One Call” to check for underground utilities.

4. Sign Design and Manufacture

All signs are to conform to the latest edition of the Transportation Association of Canada’s latest Manual for Uniform Traffic Control Devices.

a. Colour

The background colour of the sign(s) will be Highway Blue and the lettering of the sign will be white.

b. Symbols

Standard category symbols must be used on tourism directional signs in accordance with the Manual of Uniform Traffic Control Devices for Canada.

c. Content

The sign content may include the business name, symbol and direction arrow.

d. Letter Size and Style

Lettering will be “sans serif” font with a maximum of three rows measuring a minimum of 50 mm (2”) in height, to a maximum of 12 letters per row. Two rows of letters, 100 mm (4”) in height is recommended to a maximum of six letters per row. Refer to the Manual of Uniform Traffic Control Devices for Canada.

e. Sign Size

Signs using symbols are to be 60 x 60 cm. The business name, arrow and distance signs are to be 45 x 60 cm.

f. Multi-Use Sign

A larger multi-use sign will be considered on an individual basis.

g. Closed Sign

Seasonal businesses must have a closed sign made. This sign will be made visible during closed time periods.

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h. Materials

Signs will be fabricated using aluminum sheeting and diamond grade sign sheeting. Signs are to be mounted on a square telesbar post with break-away connector, as per Strathcona County Design and Construction Standards.

- i. Any variance to the requirement within this Policy requires a formal request letter to the Director for approval.