

CITY OF BRISTOL – DEPARTMENT OF PUBLIC WORKS POLICY

33.90 STREET IDENTIFICATION SIGNS WITHIN ROADWAY RIGHT OF WAY

1. Policy Name

33.90 Street Identification Signs within Roadway Right of Way.

2. Responsible Division and effective date

Streets Division of the Public Works Department.

3. Rationale or Purpose

Signage identifying the name of each City street shall be provided by the Department of Public Works. Signage shall be installed at all intersections of City roads.

The installation of all new signs shall conform to Board of Public Works specifications.

All signs shall indicate the name of the road as approved and accepted by the City Council.

Roadway identification signs for private or unaccepted roadways, installed within the City's right of way, shall be prohibited.

4. Policy Statement

The Department of Public Works shall provide and install road identification signs at all City streets. The identification signs shall be installed in accordance with Board of Public Works specifications.

For the purpose of this policy, Street Identification Signs are referenced as signs, and do not include traffic control signs such as stop, yield, stop ahead, or other traffic control indications. Installation and maintenance of traffic control signs are the responsibility of the Bristol Police Department Traffic Control Division.

5. Scope/Items

- 5.1 **Street Identification Sign Specification:** All Street identification signs shall be green with white lettering. The standard signs shall be constructed of aluminum and shall be 9-inches wide and of sufficient length to indicate street name. Letters shall be 5.5 inches high, white in color, with Times Roman text. In areas with decorative lights that have a set length of sign abbreviation may be required. Abbreviations for Street, Drive, Road & Lane are allowed with 3-inch letter. All other abbreviations of street names, if any, shall be approved by the Director of Public Works.

5.2 Street Identification Sign – Location: All signs shall be installed on a dedicated 2-inch diameter or square post installed within the road right of way. The sign support post shall be located on the opposite side of the stop sign, where a stop sign would be, or may be installed. The street identification sign shall be installed to the post with a cast iron bracket. The sign shall be installed a minimum of 6 ft high above the ground surface. No post shall be installed within the sidewalk or travel way to impede vehicle or pedestrian travel, including ADA access.

5.3 Utility Pole Sign Placement: Every effort shall be made to install signs on dedicated poles. Utility companies do NOT recommend the placement of street identification signs on utility poles. The placement of street identification signs on utility poles shall require the approval of the Director of Public Works. Aluminum poles with street lights only, are owned by the City, and are therefore NOT classified as a utility pole and can support a street identification sign.

5.4 Traffic Control Signs – Installation of Road Identification Signs: NO street identification signs shall be placed on traffic control sign support poles. Installation of a street identification sign within 15 ft of a traffic control sign requires the approval of the Director of Public Works.

5.5 Sign Replacement: Traffic identification signs shall be inspected after five years from installation and be evaluated for signs of deterioration and to ensure lettering is not faded or worn and remains effective. All deteriorated signs shall be replaced by the Department of Public Works.

5.6 Road Identification Signs – Private Roads & Development: No road City Road identification signs shall be installed for private roads or developments. Upon approval of a request from a private property owner, the Director of Public Works may authorize installation of a sign within the City right of way to identify a private road. Said sign shall NOT conform to City road identification specifications (green with white letter). Private road identification signs (if approved) shall be yellow with black letter indicating “private road”. Cost of private signs shall be at property owner’s expense.

The public shall be aware that the placement of a street identification sign by a private entity does NOT classify or define the roadway as an accepted City street. Accepted City Streets require City Council approval.

5.7 Road Name – Street Identification Signs: The Street name indicated on the street identification sign shall match the street name approved by City Council at the time of Street acceptance.

5.8 City Accepted Roads: The Department of Public Works shall only install and maintain road identification signs on City-accepted or designated City unaccepted roadways.

6. Definitions

N/A

7. Approval authority: Board of Public Works

The Board of Public Works reserves the right to waive or amend individual components of this policy on an as needed basis.

8. Approved date: _____

9. Review cycle: Every five years