GENERAL POLICY AND PROCEDURE

DEPARTMENT OF PUBLIC SERVICE
TRANSPORTATION DIVISION
CITY OF COLUMBUS, OHIO

SUBJECT: Signage requirements for private streets  EFFECTIVE DATE: March 1, 2004
PAGES: 1 OF: 2  BY: ASB

POLICY:

The purpose of this document is to set forth the policies and procedures regarding signage for private streets within the City of Columbus.

The following signage standards must be followed when required under the statutes of Title 31: Planning and Platting Code and/or Title 33: Zoning Code.

PROCEDURE:

1. Parking restrictions

   General Requirements:
   
   - All signs must be made with Type VIII or IX reflective sheeting.
   - All signs must conform to the attached City of Columbus sign designs.
   - Outside borders of a different color or signs mounted in a routed wood border are acceptable.
   - Signs should be mounted on U-channel drive posts or utility poles, but may be mounted on other supports, such as wood posts, as long as the supports conform to the breakaway standards set forth in the current version of the Ohio Manual of Uniform Traffic Control Devices (OMUTCD).

   Signage requirements for streets:
   
   - The parking restriction signs for streets shall be mounted at 45° to on-coming traffic.
   - Spacing requirements are as follows (see attached typical drawings also):
     - On a block face 200' long or less, install one sign near the middle of the block.
     - On a block face between 200' and 400' long, 2 signs per block are required. Each sign must be within 100' of the nearest intersection.
     - On block faces longer than 400', 1 sign, at maximum of 100' from the nearest intersection and additional signs as needed so there is approximately 200' between signs.
Signage requirements for alleys/lanes:

- Signs shall be posted at each entrance to the development stating “Alley Parking Prohibited, Violators Will Be Towed”. The minimum size of these signs is 18” x 24”. Larger signs may be posted at the sole discretion of the Homeowners Association (HOA). See attached typical.

- The signs are to be mounted 90° to on-coming traffic.

- Signs may be posted at the beginning of each alley at the request of the City and/or the HOA. The minimum size of these signs is 12” x 18”. Larger signs may be posted at the sole discretion of the HOA. See attached typical.

2. Street name signs

- Signs shall be installed wherever a street intersects with another street with a different name.

- In situations where there is one street name for a non-traditional street system, address lead-in signs should be installed.

- All signs must be made with Type VIII or IX reflective sheeting.

- See attached City of Columbus sign material and placement standards. Different sign supports and attachment hardware can be used; the attached standards are only for guidance. The City also attaches signs to utility poles whenever possible.

- Minimum letter heights and sign sizes must be maintained. The City uses Highway Gothic font for letters. Other fonts may be used, but care should be taken to ensure readability.

- Sign colors:
  
  - At the intersection of two public streets, the street name signs are to be the standard white letters on a green background.

  - At the intersection of two private streets, the street name signs still must have white letters, but the background color can be any except green.

  - At the intersection of a private street and a public street, the street name sign for the public street must conform to the colors for a public street and the street name sign for the private street must conform to the colors for a private street.

APPROVED BY:  
PAMELA A. CLAWSON, P.E., ADMINISTRATOR  
3-5-04  
DATE
ALLEY PARKING PROHIBITED

VIOLATORS WILL BE TOWED

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BORDER MARGIN

1.5" .5"
ALLEY

STREET

LEGEND:

HYDRANT
U-CHANNEL DRIVE POST

NO STOPPING ANY TIME

NO STOPPING ANY TIME

ALLEGES WILL NOT BE POSTED
UNLESS REQUESTED BY CITY OR HOA

SIGNAGE STANDARDS FOR PRIVATE STREETS

CALC. BY: MAD
CHECKED BY ASB
ALLEY

STREET

LEGEND:

NO STOPPING TIME
CP-11616 (LXRXD)

12"X24"

U-CHANNEL DRIVE POST

CALC. BY: MAD
CHECKED BY: ASB

SIGNAGE STANDARDS FOR PRIVATE STREETS
NOTE: DIMENSIONS SHOWN SHALL BE CONSIDERED MINIMUM DIMENSIONS FOR NEW INSTALLATIONS AS WELL AS FOR INSTALLATIONS USING EXISTING SUPPORTS SUCH AS UTILITY POLES AND TRAFFIC SIGNAL POLES

WHERE LATERAL CLEARANCE IS LESS THAN 24" PLACE SIGN ON POLE AWAY FROM TRAFFIC

CITY OF COLUMBUS, OHIO
DEPARTMENT OF PUBLIC SERVICE
TRANSPORTATION DIVISION

APPROVED
DESIGN AND PLAN SERVICES ENGINEER

DATE
NOTE: THE MAXIMUM ALLOWABLE SIGN AREA IS 10 SQ. FT. IF AREA IS GREATER, USE ONE POST FOR EACH SIGN.
LOCAL STREET AT LOCAL STREET SIGN PLACEMENT

CAP — VARIES

N HIGH ST

SECOND SIGN WHERE REQUIRED

2 1/2" NPS GALV. PIPE
14'-0" LONG

2'-0" MIN.

WHERE LATERAL CLEARANCE IS LESS THAN 24" PLACE SIGN ON POLE AWAY FROM TRAFFIC

CURB

CONCRETE

(48' MIN. DEPTH) 4'

CITY OF COLUMBUS, OHIO
DEPARTMENT OF PUBLIC SERVICE
TRANSPORTATION DIVISION

APPROVED:
DESIGN AND PLAN SERVICES ENGINEER

DATE: ________
ALL SIGNS SHALL BE 18' HIGH X REQUIRED LENGTH, MOUNTED 14' ABOVE GROUND LEVEL. SIGNS SHALL BE LOCATED NEAR LEFT AND FAR RIGHT AT ALL LOCATIONS.

IF INTERSECTION IS SIGNALIZED SIGNS CAN AND SHOULD BE MOUNTED ON SIGNAL POLES WHENEVER POSSIBLE.
ALL SIGNS SHALL BE 12" HIGH x REQUIRED LENGTH, MOUNTED 14’ ABOVE GROUND. SIGNS SHALL BE LOCATED FAR RIGHT FOR THE ARTERIAL WITH TWO SIGNS PER POST. IF THE COMBINED SQUARE FOOTAGE OF THE TWO SIGNS EXCEEDS 10 SQ. FT. USE SEPERATE POST FOR EACH SIGN AS ABOVE.
ALL SIGNS SHALL BE 9" HIGH x REQUIRED LENGTH, MOUNTED 10' ABOVE GROUND LEVEL. LOCAL COLLECTOR OR RESIDENTIAL STREETS SHALL BE SIGNED WITH TWO SIGNS PER POST, LOCATED IN SUCH A MANNER AS TO MINIMIZE OBSTRUCTION OF OTHER TRAFFIC CONTROL SIGNS. SIGNS SHOULD BE COMBINED WITH STOP OR YIELD SIGNS WHENEVER POSSIBLE.