

CITY OF TULSA

PUBLIC WORKS DEPARTMENT

TRAFFIC OPERATIONS SECTION

POLICY ON NEIGHBORHOOD IDENTIFICATION SIGNS

Signs shall be installed by city personnel on the backs of existing STOP signs at various entry points along the arterial streets which form the perimeter of the neighborhood. Signs will not be installed at interior locations except along a major arterial street which bisects a neighborhood.

Signing agreements will be made only with registered neighborhood associations. Arrangements with individuals or unregistered groups of neighbors will not be considered.

Signs shall be fabricated according to Traffic Operations requirements after the artwork has been approved by the Tulsa Arts Commission.

Traffic Operations will not stock spare signs for replacement. Replacements must be provided by the neighborhood association on a one-for-one basis for specific locations as the need arises. It is suggested that at least 15% more signs be purchased on the initial order in order to avoid costly reruns.

Vandalized or damaged signs will normally be removed by City personnel and disposed of as scrap signs. These signs can be returned to the neighborhood association if arrangements are made.

Implementation procedures shall consist of the following steps:

- 6.1 Neighborhood association presents a written proposal which includes a map or list of specific locations to Traffic Operations.
- 6.2 Traffic Operations reviews and tentatively approves locations
- 6.3 Neighborhood association secures Arts Commission approval for their artwork and for their proposed sign locations.
- 6.4 Neighborhood association provides finished signs to Traffic Operations.
- 6.5 Traffic Operations installs signs according to approved list of locations.
- 6.6 Neighborhood association monitors sign condition and provides replacements as needed.

7.0 Fabrication requirements are as follows:

Sign blank shall be a 22" circle. Artwork must fit on that circle but need not itself be circular.

Vertical hole spacing shall be 18".

7.3 Hole size shall be 3/8".

Sign blank material shall be .063" aluminum. Painted steel is not acceptable.

Sign faces shall be 100% reflective except for black features.

These color combinations shall not be used:

- a. red legend on white background
- b. white legend on red background
- c. black legend on yellow background
- d. black legend on orange background

8.0 The Traffic Operations contact person shall be:

City Traffic Engineer  
200 Civic Center, Room 633  
Tulsa, OK 74103  
Phone 596-9744  
Fax 596-9713

9.0 The Tulsa Arts Commission contact person shall be:

Tulsa Arts Commission Secretary  
c/o Arts and Humanities Council  
2210 South Main Street  
Tulsa, OK 74114  
Phone 584-3333  
Fax 582-2787

Approved: 9/11/91

*Jon Eshelman*

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Jon H. Eshelman  
City Traffic Engineer

*11/1/95*

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Date Revised

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