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K1. ACCOMMODATION OF TRAFFIC

The Contractor shall, at his own expense, make suitable provisions to accommodate all traffic, whether pedestrian or vehicular, over or around any part of the project upon which work is being performed, and shall supply and maintain such signs, barriers, fences, lights, and flag persons as may be required for this purpose. Where the traffic is required to use a route over or around the work which is of a lower standard than was available before the work commenced, the Contractor shall, at his own cost, continuously provide assistance to traffic as required on a twenty-four (24) hour per day and seven (7) day per week basis, particularly during periods of inclement weather. The Contractor shall provide dust control where considered necessary by the Engineer or County for the safety of the traveling public.

Flag persons shall be instructed in the proper traffic control procedures for the work and shall be dressed in fluorescent red-orange over-vest and armlets for maximum visibility and equipped with standard traffic control paddles.

When work is not in progress and on days, such as holidays and Sundays, the Contractor shall securely cover or remove all regulatory signs not essential for the protection of the public to reduce inconvenience to a minimum.

All signs and guide posts which must be removed for the purpose of the work shall be carefully salvaged by the Contractor. Certain signs, such as those marking railroad crossings, intersection warning, or stop signs, shall be maintained for the protection of traffic using the roadway.

Where the project is closed and traffic diverted entirely off a road right-of-way, the Contractor shall, at his own expense, provide and maintain such signs, barriers, lights, and flag persons as may be necessary to direct the traveling public through the detour. Where, in the opinion of the County or the Engineer, additional warning signs or other safety devices are required for the work, the Contractor shall supply, erect and maintain the additional facilities requested.

K2. MINIMUM CONSTRUCTION SIGNING

1. Where required, the minimum construction signing shall be set so that the farthest sign from the work is a minimum of 300m to a maximum of 600m from the start of construction. There will be 90m separating each sign and 90m from the beginning of construction to the closest signs.

2. The **minimum signing** shall be in the order below:

A 120 cm x 120 cm	Construction Ahead Sign
A 60 cm x 75 cm	Reduce Speed Ahead Sign
A 60 cm x 75 cm	30 km/hr Maximum sign

3. Where deemed by the County or required for public safety, additional signs are to be used.

4. All signs must meet current Alberta Transportation standards.

K3. SUBDIVISION SIGNS

The location, size and design of the subdivision sign is to be approved by the Development Officer and/or Planner, prior to construction and installation. The location of the sign is to be approved by the County prior to installation. Subdivision signs shall be aesthetically pleasing, constructed of high quality materials, contain the subdivision name and the Lacombe County logo.

K4. TRAFFIC CONTROL DEVICES

A traffic control device is a sign, signal, marking, barrier or other device, placed upon, over or adjacent to a roadway which is intended to regulate, warn, or guide the road users. All such traffic control devices shall be installed in accordance with the *Manual of Uniform Traffic Control Devices for Canada* manual, latest revision thereof, distributed by the Transportation Association of Canada (TAC) and with the new *Alberta Highway Signing Policy Manual*, latest revision thereof.

All traffic control devices must be authorized and approved by the County Prior to placement. No traffic control device, nor its support, shall bear any commercial advertising.

It is the intent that these devices be kept serviceable for the safe movement of traffic in daylight and darkness.

K4.1 Traffic Signs Regulations

Signs inform road users of traffic regulations, roadway characteristics and road hazards, and provide information necessary for route selection. Simplicity in design, care in placement and a standard of maintenance are essential. Signs are to be used only

when necessary and justified. All sign materials shall conform to the Canadian Standards Association (CSA) specifications.

All traffic control signing erected within the County shall be according to the latest edition of the *Manual of Uniform Traffic Control Devices for Canada*, latest revision thereof. All sign posts shall be located horizontally 3m from the shoulder of the adjacent road and the bottom of the sign shall be 1.5m above the shoulder elevation of the road. Stop signs or yield signs shall be positioned in line with the near property line of the intersecting road allowance or otherwise approved by the County. Refer to standard drawing.

K4.2 Materials

1. **Signs** – signs shall be made of treated ferrous and non-ferrous metal and waterproof resin bonded plywood are suitable for use in permanent signs. Certain wood fibrous materials, when properly fabricated, are also acceptable. Wooden boards may be used for large signs and for temporary and seasonal signs.
2. **Sign Panels** – information signs shall be constructed with high intensity (or better) reflective panels. Regulatory and Hazard signs shall be constructed with diamond grade reflective panels.
3. **Sign Posts** – sign post shall be made of treated 100mm x 100mm, 100 mm x 150 mm, 150 mm x 150 mm or other approved dimensions, as required and approved by the County.
4. **Fasteners** – non corrosive fasteners shall be used to attach signs to their supports.

K4.3 Installation and Maintenance

Signs are to be placed with the posts vertical and the signs level. The bottom of the sign should be a minimum of 1.5m above the level of the nearest travel lane or existing grades. Signs are to be positioned with the best possible road visibility in mind. All signs shall be kept clean, in proper position and legible. Damaged signs are to be repaired or replaced as soon as possible. No vegetation, construction materials, snow or other items or materials are to be allowed to obscure a sign. Refer to drawings.

K4.4 Pavement Markings

Pavement markings are traffic control devices placed on road way surfaces to delineate and clarify traffic and pedestrian movement by regulating, warning and conveying information to individuals without diverting attention from the roadway.

All materials specifications are to meet with current Alberta Transportation standards and be approved by the County.

1. **Color** – yellow (solid) lines should be used to delineate the separation of opposing traffic flows. White lines delineate the separations of traffic flows in the same direction. All lateral pavement markings are to be white in color.
2. **Pattern** – broken longitudinal lines are to indicate that lane changing is permitted and solid longitudinal lines indicate that lane changing is not permitted. The line to gap ratio for separator lines is to be 3m:6m. Lateral pavement marking may be parallel or “zebra” lines and are to be used to indicate the limits of the drivers’ right-of-way concerning stopping, pedestrian crosswalks, no parking areas and the like.

Refer to the *Manual of Uniform Traffic Control Devices for Canada* which details the requirements for pavement markings.

K4.5 Temporary Signage

Temporary signage and devices shall be located as to provide motorists and pedestrians with adequate warning of construction or unusual conditions. A plan showing signage location, spacing and types shall be submitted to the County for approval a minimum of seventy-two (72) hours prior to disruption. *Refer to the Manual of Uniform Traffic Control Devices for Canada, section ‘D’.*

K5. TRAIL SIGNS

1. Provide standard identification signs with trail name at trail entrances and trail junctions.
2. Provide standard hazard warning signs where appropriate.
3. Provide educational material regarding culturally or environmentally significant areas.
4. All signs types will meet Alberta Transportation standards
5. Refer to standard drawing for typical signs
6. All sign types and locations must be approved by the County before installation.

K6. RESERVE BOUNDARY SIGNS

1. Provide standard identification signs outlining the reserve type.
2. Reserve boundary signs will be installed where applicable (middle of lots adjacent to a reserve).
3. Refer to standard drawing specifications.
4. Refer to County policy RC (8) for further details

K7. RURAL ADDRESSING SIGNS

Every subdivision shall have all lots marked with a rural address sign

K7.1 General Rules & Guidelines

1. Addresses are based on access locations along Township Roads, Range Roads and Highways.
2. Each mile of Township Road, Range Road and Highway is divided into 16 address intervals. Each mile of Township Road, Range Road and Highway has 32 addresses.
3. Address numbers increase from South to North and from East to West.
4. Odd address interval numbers are on the South and East sides of the roads. Even address interval numbers are on the North and West sides of the roads.
5. Examples:
 - a. **Single Structure off one Primary Access**
40317 RGE RD 280 - The access location is on RGE RD 280. 403 is the intersecting TWP RD number to the South. 17 is the address interval number on the East side of RGE RD 280.
 - b. **Two or more Structures off one Primary Access**
27509-1 TWP RD 404 and 27509-2 TWP RD 404 - When two or more addresses on the same side of a road have the same access location, a numeric suffix is used to distinguish among the addresses.

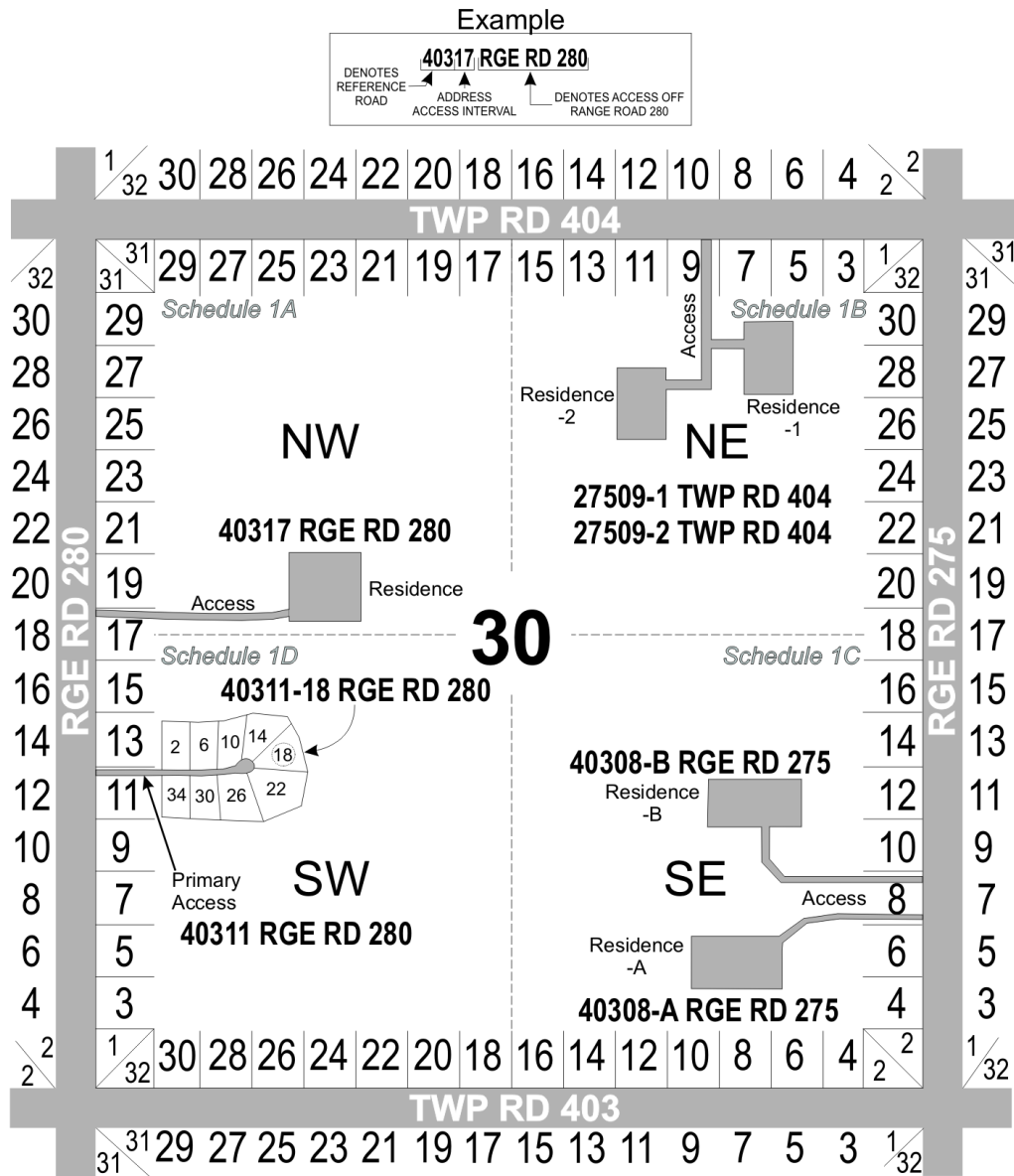
K – SIGNAGE & TRAFFIC CONTROL

c. Two Primary Accesses in one address interval

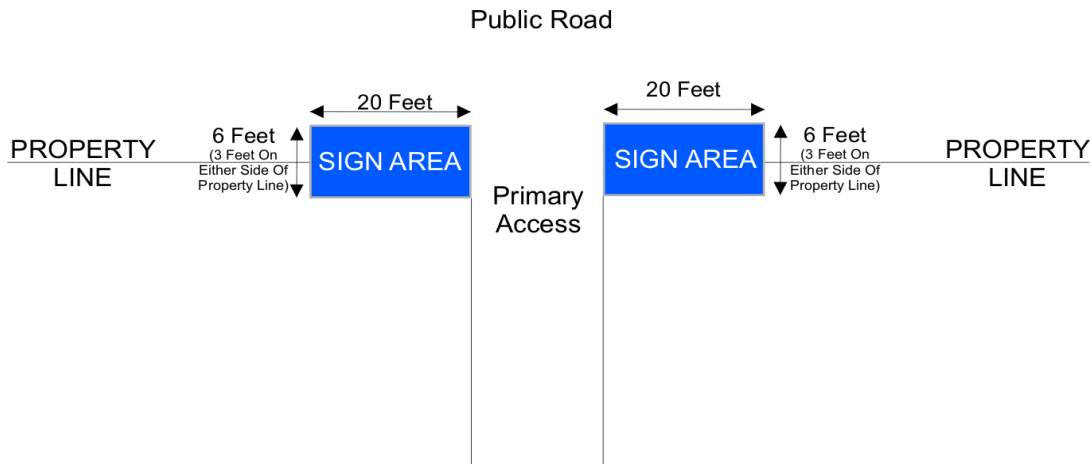
40308A RGE RD 275 and 40308B RGE RD 275 - When two or more access locations on the same side of a road fall within the same address interval, a letter suffix is used to distinguish among the addresses.

d. Multi-lot Subdivisions

40311-18 RGE RD 280 - Multi-lot subdivision addresses are based on the location on the intersection of the subdivision road with a Township Road, Range Road or Highway. Subdivision lots are treated as multiple addresses having the same access location.



K7.2 Rural Address and Lot Signs

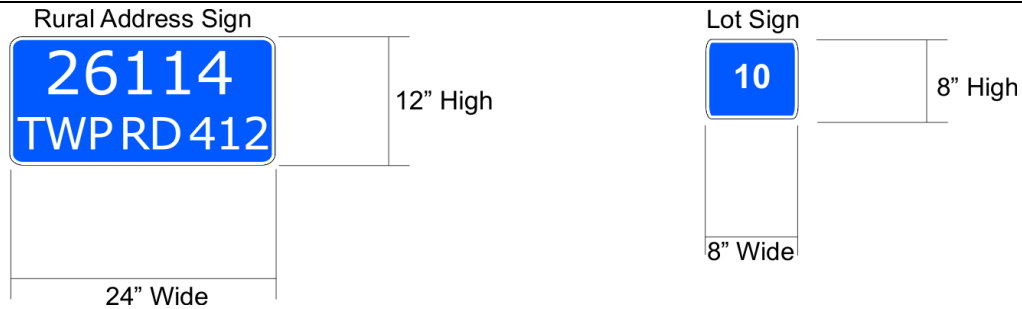


1. Sign Location

Signs shall be placed in a visible location within 20 feet (6.1m) of either side of the shoulder of the primary access (approach) and 3 feet (.91m) from the property boundary either inside the property or the road right-of-way.

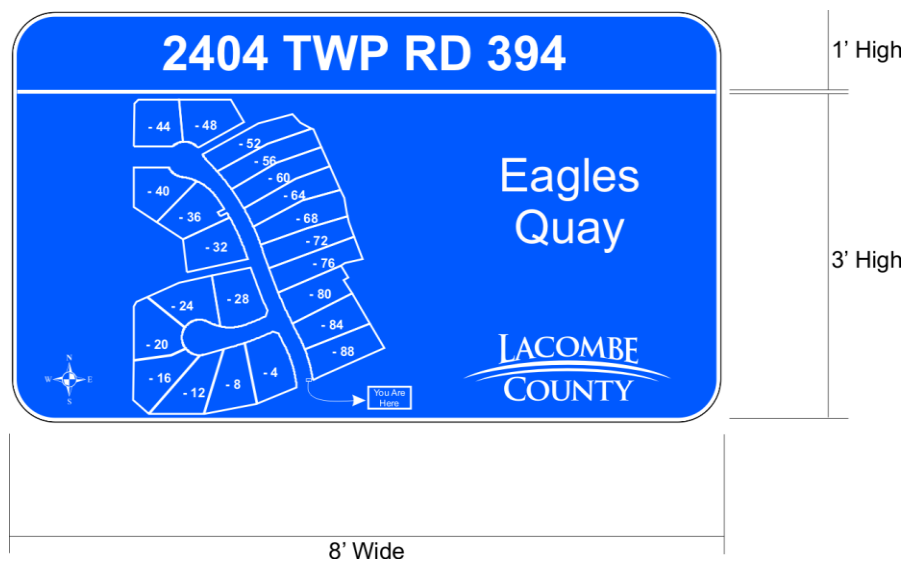
2. Sign Specifications

- a. Sign Material: 5052-H38 Sign Grade Aluminum - 0.081" (2 mm) Thickness
- b. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting
- c. Lettering: 4"
- d. Text Color: White
- e. Sign Background: Blue
- f. Sign Border: White - 1/2" around perimeter of sign
- g. Post: 1 U-Channel Post (pipeline post 1.12 lbs/ft x 7 feet)
- h. The sign shall be no lower than 3.3 feet (1.0m) from ground level (measured from bottom of sign) and no higher than 6.6 feet (2.0m) from ground level (measured from top of sign).



K7.3 Multi-Lot Subdivision and Street Signs

1. Multi-Lot Subdivision Signs

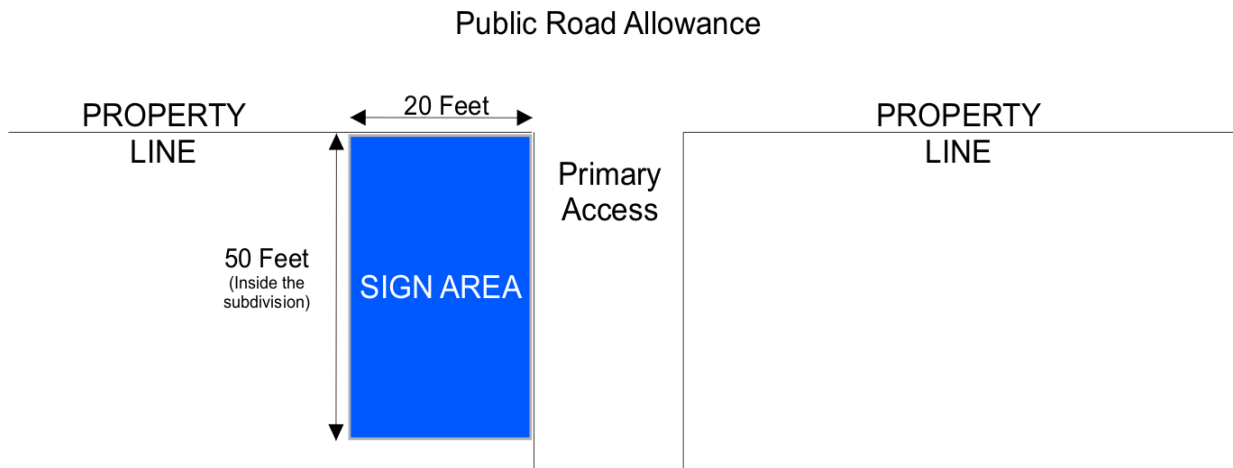


Sign Location

Subdivision sign locations and dimensions are to be used as guidelines only. Actual locations and dimensions will be dependent on the subdivision layout and size.

- a. Subdivision signs shall be placed in a visible location within 20 feet (6.1m) from the right shoulder of each primary access (approach) into the subdivision and no further than 50 feet (15.2m) inside the subdivision. The sign shall be no lower than 3 feet (.91m) from ground level (measured from bottom of sign) and no higher than 12 feet (3.7m) from ground level (measured from top of sign).
- b. Sign Material: H-75 (3/4") Pressure Treated Plywood (sanded one-side).
- c. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting

- d. Text Color: White
- e. Sign Background: Blue
- f. Sign Border: White – ½” Around Perimeter of Sign
- g. Post: 2 - 4” x 6” Pressure Treated or Steel Equivalent Posts



2. Multi-Lot Subdivision Street Signs

Sign Location

Street signs shall be placed at an appropriate location in the road right-of-way at the intersection of each street or cul-de-sac within a multi-lot subdivision. The sign shall be no lower than 8 feet (2.4m) from ground level (measured from the top of sign).

Sign Specifications

- a. Sign Material: Extruded Aluminum Street Name Blade (double-sided)
- b. Sign Face: 3M High Intensity Grade Prismatic Reflective Sheeting (double-sided)
- c. Text Color: White
- d. Sign Background: Blue
- e. Post: 1 U-Channel Post (pipeline post – 1.12 lbs/ft x 8 feet) c/w U-Channel Sign Bracket and 1 - 42” Base Post



K8. LACOMBE COUNTY LOGO

Below are the color specifications for whenever the Lacombe County Logo is used. The County has final say whenever the logo is used.

QUICK REFERENCE GUIDE

Colour specifications



BLUE	CMYK	RGB	WEB
PANTONE® 7470	80	0	00
	15	112	70
	0	136	88
	45		



CHARCOAL	CMYK	RGB	WEB
PANTONE® 445	20	94	5E
	0	110	6E
	20	102	66
	65		



GREEN	CMYK	RGB	WEB
PANTONE® 576	49	92	5C
	0	135	87
	100	39	27
	39		

NOTE: Do not use this reproduction for colour matching. Please refer to the above colour mixes.

File Format Glossary

The following digital files of the brand signatures are available on the CD supplied with this guide. Different media applications will require specific file formats. The guide below will help you choose the appropriate format for your application. If you are unsure of which format you need or have misplaced your copy of the CD contact the Lacombe County Communications Coordinator.

File Formats

- ai, eps Preferred formats for printing presses and sign production.
- emf, wmf Internal documents (may perform better in Microsoft programs).
- jpg Internal documents, online use.
- png Online and PowerPoint.

Colour Formats

- Pantone Spot colour printing press applications.
- CMYK Full colour printing on external presses and most sign shops.
- RGB Preferred for on screen viewing and large format printing.
- BW Black & white applications, ie. newspaper.
- Reverse When the logo is used on a dark background or on a piece that does not allow the corporate colours to be used.

K9. DEVELOPMENT PERMIT INSTALLATION OF SIGN

No work is to begin on the construction and installation of the sign(s) until the County has issued a permit, unless exempt under the *Land Use Bylaw*.

A permit will also be required from Alberta Transportation for any sign to be located within 300m of a provincial highway right-of-way boundary or within 800m of an intersection of a provincial highway with another public road. For more information, contact Alberta Transportation (403) 340-5166.

Usually sign requirements for multi-parcel developments are considered within the rezoning and subdivision process. Contact the Planning and Development Department or refer to the *Land Use Bylaw*.