

Chapter I

INTRODUCTION

The Bureau of Reclamation (Reclamation) is responsible for the stewardship of lands under its jurisdiction and should therefore adhere to uniform standards for signing public recreation use areas under its jurisdiction and management. In addition, Reclamation should provide adequate oversight of signs for public use areas managed by other entities, whether private or public. Signs are intended to guide, inform, and protect visitors to Reclamation projects.

When used, the sign guidelines (Guidelines) will bring an end to diverse signing practices and assist Reclamation in effectively managing its land and recreation programs. Where appropriate, these Guidelines incorporate information/material from the *Upper Colorado Regional Sign Guide*, *Mid-Pacific Recreation Sign Handbook*, *Accessibility Guidelines for Recreation Facilities and Outdoor Developed Areas*, *U.S. Army Corp of Engineers Sign Standards Manual*, *Draft Bureau of Land Management Sign Handbook*, and other appropriate sign design documents.

- A. Purpose of Guidelines:** The purpose of these Guidelines is to set forth guidance for planning, developing, and managing signs for outdoor public use areas at Reclamation projects.

These Guidelines will:

- Provide for the establishment of a sign program planning process.
- Describe the different types of signs and the locations where they are used.
- Provide general design standards.
- Provide specific design standards that apply to certain types of signs, including material and specification requirements.
- Identify procurement procedures.
- Provide inventory and maintenance guidance.
- Provide needed reference material.

These Guidelines provide the necessary information to plan, design, procure, install, and maintain signs at Reclamation projects. Except for the *Manual on Uniform Traffic Control Devices* (MUTCD) standards and accessibility guidelines detailed in this document, the guidance provided is discretionary. However, compliance with these Guidelines will result in a consistent, effective, and economic signing program that meets Reclamation's

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objectives and conveys to the public a favorable image of Reclamation. The sign principles used in formulating these Guidelines should be followed to successfully administer a comprehensive sign program.

B. Signing Guideline Principles: The following principles were used in formulating the Guidelines and should be used in administering a sign program:

1. Signs should deliver understandable messages to visitors.
2. The established Reclamation emblem shall be used, where appropriate.
3. Signs should convey either Reclamation's or a managing partner's primary mission, general information, or project data to the public.
4. Interpretive signs should educate and inform the public about the variety of natural and cultural resources managed by Reclamation or in cooperation with other entities.
5. Signs shall comply with accessibility standards (Americans with Disabilities Act Accessibility Guidelines, [ADAAG] 4.30) and, where appropriate, accommodate individuals with bilingual needs.
6. Accessible interpretive signs should follow the Smithsonian Guidelines for Accessible Exhibition Design.
7. Signs provided by a managing partner may follow their own guidelines, if such guidelines exist, or these Guidelines at the option of the managing partner.
8. Guidelines should use international symbols and established signing industry standards for design, fabrication, installation, and maintenance.
9. Guidelines should complement Reclamation's Crime Witness Protection Program and should assist in informing the public of prohibitions for entry into Reclamation facilities and areas.
10. Guidelines must comply with pertinent Federal, State, and local laws in administering signs at outdoor public use areas, as appropriate.
11. Consistent application of sign guidelines will help make areas safer for visitors at Reclamation projects, while reducing liabilities.

C. Sign Administration:

1. **Purpose.**—The purpose of signs is to:
 - a. Help protect the health and safety of visitors to Reclamation lands and facilities.
 - b. Provide direction and guidance for the use of project lands and facilities.
 - c. Inform and educate the public about the natural and cultural resources of the project.
2. **Scope.**—When used, these Guidelines should apply only to signs located on lands and at recreation facilities or structures located on Reclamation lands that are normally open for public recreation use on a regular basis (e.g., campgrounds, day use areas, trails, and boat launch areas). Signage at Reclamation facilities such as canals, powerplants, dams, construction sites, and office buildings is not covered under these guidelines. Where facilities are operated by other entities, other guide-lines may apply pursuant to prior arrangements and language in the management agreement. These Guidelines should be complied with at the time of renovation or replacement. Sign standards of managing partners may be used, if appropriate.
3. **Responsibility.**—Responsibility for the administration of signs resides with the area or field office having administration over Reclamation’s real property for the areas under their jurisdiction.
 - a. Each area or field office should designate an office sign coordinator, which can be a collateral duty assignment. This individual should have the necessary skills and abilities to coordinate all the signing needs with the public affairs officer, accessibility coordinator, security officer, occupational health and safety officer, design engineer, landscape architect, and other office personnel, as appropriate. The sign coordinator may also be one of the above-mentioned individuals.
 - b. Each regional office should designate a regional sign coordinator to provide technical support and assistance to the area or field offices. This should also be a collateral duty assignment.
 - c. So that these Guidelines are interpreted consistently, Reclamation’s Denver Office of Policy and Technical Service Center can provide guidance upon request of the regional and field offices.

D. Sign Planning:

1. **Sign Plan.**—A sign plan for all new and existing recreation use areas should be completed by Reclamation and/or in cooperation with its managing partner(s). Reclamation’s Accessibility Data Management System provides an excellent checklist that could be used as a planning tool to ensure that signage on Reclamation lands is in

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compliance with accessibility laws and regulations (see appendix 1). If sign plans and individual signs are developed, they should be considered as official drawings and subject to internal review and approval. During the preparation of a sign plan, the following questions should be addressed:

- a. Does the sign meet the public's or Reclamation's need, or would some other medium (e.g., brochure, factsheet, or map) be more effective?
- b. Does the sign convey a positive message?
- c. What type of message is needed (e.g., identification, information, direction, interpretation, or regulatory/warning message)?
- d. What should the message be, and is it brief enough to adapt to a sign?
- e. Where should the sign be located for optimal effect?
- f. Is the message needed for individuals:
 - (1) Traveling in automobiles or boats?
 - (2) Traveling on snowmobiles?
 - (3) Hiking, bicycling, horseback riding, or watching wildlife?
 - (4) With a disability?
- g. Have the funding sources for fabrication, installation, and future maintenance been identified?
- h. How many signs of each type should be purchased, taking into consideration replacement needs?
- i. Has proper coordination been accomplished with managing partners, including coordination of name recognition and symbol/seal/emblem placement?

2. Sign Plan Formulation.—Elements to consider in formulating a sign plan include:

- a. An overall area design theme and individual recreation area logo that considers the environment of the area, including dominant landscape, colors, forms and textures, cultural aspects, existing or planned architectural elements, and the diversity of the area visitors. In addition to an area logo, the sign base and mounting technique should accommodate the theme.
- b. The selection of sign substrate, color for background, message letter style, methods of fabrication, post style selection, and mounting and installation specifications to complete the chosen theme.

3. **Sign Plan Format.**—The sign plan should use the following format and include the indicated information:
 - a. **Justification:** Describes why signs are needed.
 - b. **Sign Locations:** Identifies, on a map, the area and location of proposed signs.
 - c. **General Signing Concepts:** Discusses the “design theme” proposed for the area.
 - d. **Sign Types:** Describes each type of sign needed.
 - e. **Sign Design Fabrication:** Specifies how signs are to be designed, including color, substrate, letter size and style, construction details, and mounting base fabrication.
 - f. **Sign Installation:** Specifies exactly how signs are to be installed, including base setting and installation hardware.
 - g. **Sign Program Administration:** Identifies who is responsible for implementing these Guidelines.
 - h. **Sign Catalog:** Establishes a numbering system for each sign on a location map (except for standard traffic signs) to facilitate easier replacement of signs.
 - i. **Sign Order Forms:** Includes appropriate design and specification information to facilitate the fabrication of needed signs.

- E. **Sign Funding, Review, and Maintenance:** Each operating office should prepare a sign inventory, conduct periodic reviews, prepare maintenance schedules, and prepare annual work plans requesting funds to repair or replace damaged signs or install new signs. It may not be the responsibility of Reclamation to fund the administration of signs; however, in most instances, it is Reclamation’s stewardship responsibility to ensure that proper signs are installed and maintained. The office sign coordinator should be responsible for coordinating the funding, review, and maintenance of all signs.
 1. **Funding.**—Reclamation will have different levels of funding obligations for the planning, design, fabrication, installation, and maintenance of signs at its projects. Funding requirements and level of involvement depend on the management entity and arrangements negotiated between Reclamation and its managing partner(s).
 - a. **Reclamation-Managed Area:** All funding needs for conducting inventories and reviews and preparing maintenance schedules, as well as for the cost of planning, design, fabrication, installation, and maintenance, are the responsibility of the designated area or field office.

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- b. ***Areas Managed by Other Federal or Non-Federal Entities:*** All funding needs for administering signs for outdoor public use areas (e.g., lands, reservoirs, and facilities) on Reclamation lands that are managed by another entity are the responsibility of the managing partner, unless otherwise agreed to in a management agreement.
 - c. ***Jointly Managed Area:*** All funding needs for public recreation use areas managed by Reclamation, in cooperation with another entity, should be determined through negotiation and a subsequent management agreement. Joint occupancy may be with either a Federal or non-Federal entity.
 - 2. **Sign Review.**—A periodic review should be performed by Reclamation’s area or field office, or in cooperation with its managing partner, to address adequacy, wording, and design standards.
 - 3. **Sign Maintenance.**—A maintenance schedule should be prepared, reviewed, and updated annually to address damage, visibility, legibility, and appearance.
- F. Sign Approval:** A sign plan should be approved by the area office manager or a designated official prior to fabrication and installation.
- G. Procurement Process:** The procurement of fabricated signs and standardized signs, such as warning, traffic, snowmobile, boating, and General Service Administration signs, may be obtained by normal field or area office procedures.
- H. Data Base:** Reclamation’s regional offices, in cooperation with its area and field offices, are encouraged to develop a sign data base, which would facilitate consistent application of these Guidelines.

Chapter II

SCOPE

The primary scope of these Guidelines is for outdoor public visitor signing on both land and water areas. These Guidelines do not include guidance on interior signage for office buildings and dams, and other Reclamation employee workplaces. If signs relate directly to the public's use and enjoyment of Reclamation facilities, lands, and waters, these Guidelines should be used in the planning, fabrication, installation, maintenance, and replacement of such signs. Signing situations not covered in these Guidelines should follow the specifications set forth in the MUTCD, published by the Federal Highway Administration, and other pertinent laws, rules, and regulations. These Guidelines are intended to supplement, and not supercede or conflict with, existing guidance provided by Reclamation's Public Health and Safety Office, Public Affairs Office, and Security Office. These Guidelines shall comply with all accessibility laws, rules, regulations, and guidelines.

These Guidelines apply to the signage of lands and facilities under the jurisdiction and management of Reclamation and those managed by other entities. Three distinct management situations occur with regard to such facilities and lands, each requiring different guidance and direction. These include: (1) management by Reclamation; (2) management by a non-Federal entity, such as a water users' organization, city, county, State, or another Federal entity, such as the United States Forest Service (USFS) or the National Park Service (NPS); and (3) joint occupancy or management of a facility or lands with either a non-Federal or another Federal entity or entities. These are described in greater detail below:

- Management by Reclamation means that Reclamation has sole jurisdiction over the lands and, therefore, complete management responsibility for all recreation-related facilities, programs, and services. Signing for Reclamation-managed facilities and lands should follow the Guidelines described herein. In this management situation, Reclamation has sole responsibility for the funding, planning, design, fabrication, maintenance, and replacement of all signs.
- Lands managed by a non-Federal entity will usually be signed according to that entity's sign standards, if they exist. However, a written reference to Reclamation should always be part of the main entry sign to an area or facility (see Design Type A₂, chapter VI). Such signs shall also display Reclamation's emblem alongside the managing partners. This should not be an add-on sign board below or to the side of the entry sign, but will be part of the main body of the sign. A description of Reclamation's ownership and involvement should also be displayed at other convenient places, such as visitor overlooks, visitor contact stations, visitor centers, orientation areas, interpretative areas/facilities, and administrative areas.

Lands and facilities managed by other Federal entities are either: (1) those areas leased for management purposes, or (2) those areas where the lands and facilities have been jurisdictionally transferred by legislation to another Federal agency. Two examples that fall under the latter description would be Reclamation lands and

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associated recreation facilities that have been transferred to the USFS under Public Law 89-72, as amended, or lands and facilities that are within National Recreation Areas that have been jurisdictionally transferred to the NPS or, in some instances, the USFS. The lands and facilities will be managed under USFS or NPS rules and regulations; however, Reclamation continues to manage the Federal water project that was originally authorized by Congress (see Design Type A₂, chapter VI).

When there is a temporary managing entity or where a change in management is pending, temporary sign boards may be appropriate.

In cases where the participating Federal or non-Federal entity has no established sign guidelines, that entity should be encouraged to adopt Reclamation's Guidelines. The funding, design, installation, maintenance, and replacement of such signs shall ultimately be the responsibility of the managing entity unless otherwise agreed to in a management agreement. Some managing partners already have quality sign standards. In these instances, existing standards may be used, when appropriate.

Sign needs within areas that have been reserved for Reclamation's administration and use (i.e., areas immediately adjacent to dams and along canals which are closed to public use) will be the responsibility of Reclamation. Reclamation should follow its own sign guidelines within these restricted areas.

- Joint management means those related lands and facilities that are jointly managed pursuant to existing laws and subsequent management agreements. Reclamation may or may not hold title to all lands and facilities described in the management agreement. Each entity's responsibilities concerning funding, planning, fabrication, placement, and operation and maintenance of signs for areas under joint management or occupancy will be resolved by negotiations with the entity or entities involved. If Reclamation has the dominant role, its Guidelines should be used. In situations where Reclamation has minor involvement in the funding, fabrication, and installation of such signs, it may be prudent to follow the lead entity's design guidelines. If the lead entity lacks adequate guidelines, Reclamation's Guidelines should apply.

Chapter III

SIGN CLASSIFICATION

The purpose of this section is to group and define all the types of signs used on Reclamation lands. These groups are represented in the following categories: identification signs; informational signs; directional signs; regulatory, warning, and security signs; and a miscellaneous group that includes temporary, boating, snowmobile, concessionaire, and special event signs.

- A. Identification Signs:** These signs help to orient the visitor and identify important areas and facilities. They are grouped into three subcategories:
- 1. Administrative Signs.**—These signs are used to identify office buildings, construction offices, laboratories, field stations, housing compounds, visitor centers, etc. When an administrative structure is in an urban setting, signing may require deviation from the instructions set forth in these Guidelines. When such needs occur, the respective office sign coordinator should be responsible for developing a sign plan for that structure.
 - 2. Feature Signs.**—These signs are used to identify structures built or areas managed by Reclamation, such as dams, outlet works, canals, tunnels, and powerplants. These types of signs would also be located at or near reservoirs or wildlife management areas to identify such features.
 - 3. Area Signs.**—These signs designate a land area, facility, or group of facilities not covered in the above subcategories. Area signs should be located along primary access routes serving each area. Typical areas that should be signed are reservoir recreation areas, entrances to recreation complexes, recreation components, associated campgrounds, and day-use areas.

Within each identification sign subcategory, a major and minor distinction is made, depending on the public exposure a facility or area will receive (see table 1). This distinction can assist personnel in prioritizing the fabrication, installation, maintenance, and replacement of such signs. The operating office, in conjunction with the regional office, must have the flexibility to apply evaluation criteria, in addition to the criteria listed in table 1, to determine the significance of an identification sign and to determine if it is to be considered an administrative, feature, or area sign.

Table 1.—Major and Minor Identification Signs

Subcategory	Major (Design Type A)	Minor (Design Type B and C)
Administrative signs	Project offices, construction offices, visitor centers, field division offices, etc.	Field stations, field laboratories, housing compounds, etc.
Feature signs	Dams, reservoirs, and wildlife areas with moderate to heavy public visitation. ¹	Small dams, reservoirs, and wildlife areas with little or no public visitation. ¹
		Canals, tunnels, powerplants, treatment plants, pumping plants, etc.
Area signs	Associated recreation development: reservoir recreation area, recreation complex.	Associated recreation development: recreation component.
	Unassociated recreation development: campgrounds (greater than 10 units), day-use (greater than 50-vehicle capacity).	Unassociated recreation development: campgrounds (10 units or less), day-use (50-vehicle or less capacity).

¹ The operating office, in cooperation with the regional sign coordinator and the public affairs officer, will evaluate public visitation and make major/minor determination. See table 2 for types of signs used for each area.

B. Information Signs: These are signs located in key areas throughout the site that provide important information for the visitor. The message should be conveyed in a brief, clear manner and be located to provide information to the visitor as it is needed. Information signs consist of the following subcategories:

1. **Bulletin Board Sign Medium.**—This sign should be large enough to post rules, regulations, and other information pertinent to a particular site, and it will allow space for the posting of messages by users. It is also important to provide the public with adequate direction to the nearest emergency medical facility.
2. **Instructional Signs.**—These signs should provide instructions for the use or operation of specific facilities such as trailer dump stations, boat ramps, and fish cleaning stations. They should also be used, in association with other signs, facilities, or other media, to provide supplemental information as required (e.g., seasonal information, office hours, restrooms, showers, and campground unit number posts).
3. **Interpretive Signs.**—These are signs or exhibits that are placed in specific locations around the project to provide interpretation of the site. They may take on many forms including textual messages, plaques, markers, panels, and demonstrations.

4. **Accessibility Signs.**—These are signs that depict access to persons with disabilities. The signs could designate certain sites for persons with disabilities or notify individuals or groups that certain programs and facilities are accessible to persons with disabilities (e.g., restrooms, trails, campgrounds).

The design of these signs should reflect characteristics of the site or object they are interpreting, while maintaining harmony with the overall design of the project area.

Because signs need to relate directly to the interpretive needs of a site, no specific guidelines have been established for their format. However, interpretive signs should be concise and should be an integral part of an overall area sign plan. Because of their unique characteristics and the fact that there are so many design variables, interpretive signs are discussed in greater detail in chapter IV, Interpretive Signs.

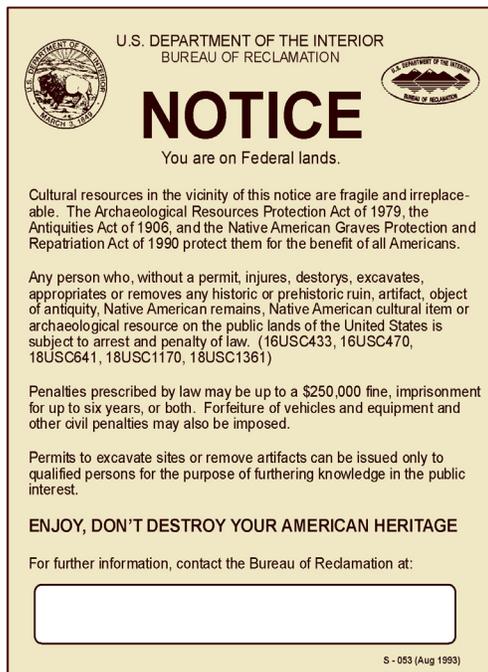
- C. **Directional Signs:** These are signs that show the location of specific project features or facilities. International symbols should be used, when possible, to provide the necessary information in a simple, concise manner. The international symbol for accessibility should be used, whenever possible, to direct visitors to accessible facilities and programs. Directional signs should be located to provide the visitor adequate time to make a decision.
- D. **Regulatory/Warning/Security:** These signs should be used when necessary for the protection of visitors and the environment. These types of signs are also needed to address the security needs of Reclamation facilities and facilities managed by other entities. The Crime Witness Protection Program types of signs are an integral part of this classification of signs. Signs should be concise and straightforward and should use international symbols wherever possible to facilitate understanding at a glance and to aid in maintaining design continuity throughout the project. They should be plainly displayed and legible from any approach to a facility or feature, whether the visitor is on foot, in a wheelchair, or in a vehicle. When appropriate, signs should not only be erected to control existing authorized uses but also to deter unauthorized entry and use, and to preclude accidental entry. The size and coloring of such signs, lettering, and the interval of posting must be appropriate for each situation. Regulatory/warning signs consist of the following subcategories:
 1. **Vehicular Signs.**—Vehicular signs will be of the standard metal highway type in conformance with all MUTCD standards to facilitate safety. Vehicular signs will be placed at entrances and exits to project areas and features, and along the travel routes within a project, to regulate motor vehicle traffic.

Signs designating a prohibited area, and the conditions of entry to a facility or area, should be plainly posted at all principal entrances and should be legible at a distance not less than 50 feet from the point of entry. Such signs should inform the entrant of

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the necessity of a search of the person, vehicle, packages, etc., or prohibitions against such items as cameras or backpacks or against entry for reasons other than official business, etc., as may be prescribed by the facility manager.

- 2. **Pedestrian Signs.**—Pedestrian signs regulate foot traffic within the recreation and wildlife areas and adjacent to areas where the public is restricted. Care should be taken to ensure that the signs are placed in the best location to be seen by the public. Signs should be erected according to the degree of security desired. The message should be effectively conveyed to the visitor. The signs should not only set forth the designation of the prohibited area, but challenge visitors by warning intruders that an area is restricted and that trespassing is prohibited. Warning signs should be installed along the area’s physical barriers, such as fences, and at each entry point, so they can be readily seen and understood by anyone approaching the perimeter. Signs should be posted on or outside the physical perimeter barriers and must be at intervals of no more than 100 feet. Signs should not be mounted on fences equipped with electronic security sensors because nuisance alarms could be caused by incidental movement of the signs. Examples of pedestrian Regulatory/Warning/Security signs are shown below. Color specifications of the seven signs are shown in Chapter VI - Specific Design Guidelines.



U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF RECLAMATION

NOTICE

You are on Federal lands.

Cultural resources in the vicinity of this notice are fragile and irreplaceable. The Archaeological Resources Protection Act of 1979, the Antiquities Act of 1906, and the Native American Graves Protection and Repatriation Act of 1990 protect them for the benefit of all Americans.

Any person who, without a permit, injures, destroys, excavates, appropriates or removes any historic or prehistoric ruin, artifact, object of antiquity, Native American remains, Native American cultural item or archaeological resource on the public lands of the United States is subject to arrest and penalty of law. (16USC433, 16USC470, 18USC641, 18USC1170, 18USC1361)

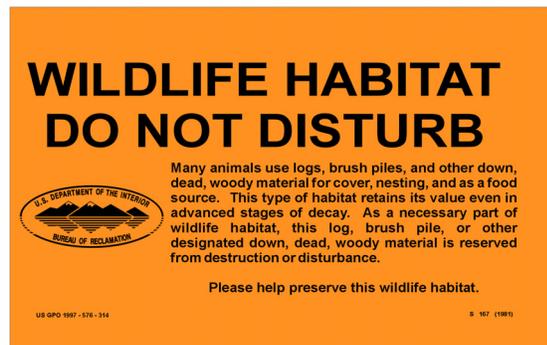
Penalties prescribed by law may be up to a \$250,000 fine, imprisonment for up to six years, or both. Forfeiture of vehicles and equipment and other civil penalties may also be imposed.

Permits to excavate sites or remove artifacts can be issued only to qualified persons for the purpose of furthering knowledge in the public interest.

ENJOY, DON'T DESTROY YOUR AMERICAN HERITAGE

For further information, contact the Bureau of Reclamation at:

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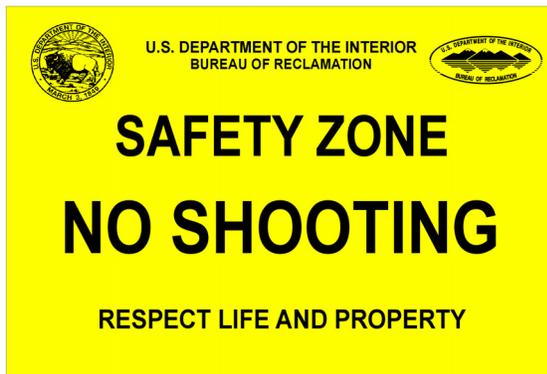


**WILDLIFE HABITAT
DO NOT DISTURB**

Many animals use logs, brush piles, and other down, dead, woody material for cover, nesting, and as a food source. This type of habitat retains its value even in advanced stages of decay. As a necessary part of wildlife habitat, this log, brush pile, or other designated down, dead, woody material is reserved from destruction or disturbance.

Please help preserve this wildlife habitat.

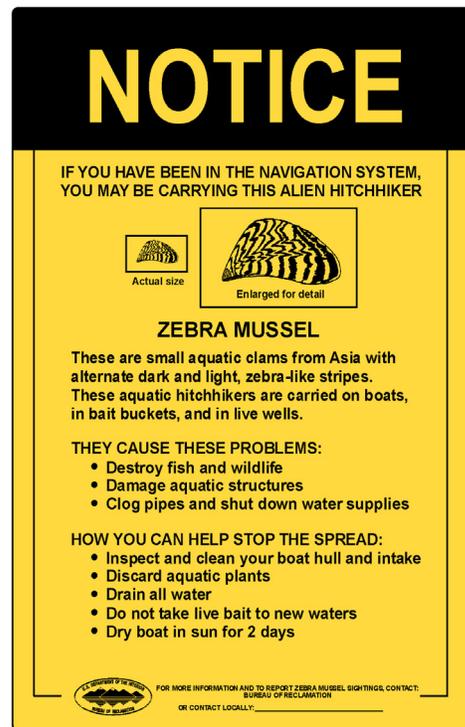
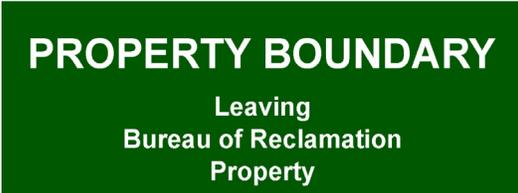
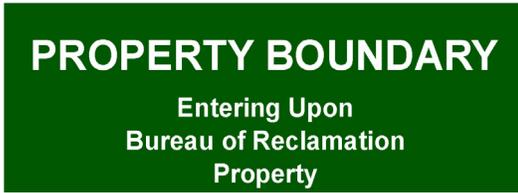
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U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF RECLAMATION

**SAFETY ZONE
NO SHOOTING**

RESPECT LIFE AND PROPERTY



E. Miscellaneous Signs:

1. **Temporary Signs.**—Temporary signs are necessary at construction sites and at other areas and/or sites. They can be divided into two groups. First, vehicular Regulatory/Warning/Security signs will follow MUTCD standards and have black letters on an orange background. Second, all other signs will follow the rules for directional signs as outlined in these Guidelines, except the lettering will be black on white background. Where practical, Reclamation’s graphic identity and emblem may be included.
2. **Concessionaire Signs.**—As is practical, outdoor signs within a concessionaire’s area will follow the same design format as signs throughout the reservoir area. These types of signs should not display the U.S. Department of the Interior’s (Interior) seal or Reclamation’s emblem. All concessionaire signs must be reviewed and approved by the responsible office sign coordinator.

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The sign coordinator has the flexibility to grant deviations from established guidelines when local conditions, such as topography and vegetation, dictate otherwise. Neon or flashing signs are not recommended outdoors. However, backlighting or indirect lighting is permissible. Signs that exceed the height of concession buildings should not be permitted under normal circumstances.

Permanent outdoor signs that advertise products by brand name, or by use of emblems or symbols in the colors or designs used by manufacturers, should be prohibited. The local office sign coordinator may allow temporary use of company banners and signage when such a company is sponsoring a special public event that has received the prior approval of Reclamation. Concessionaire's gasoline pumps may be painted in the recognizable standard colors normally used by the oil company who supplies the gasoline and may include the oil company's name or emblem, which shall not extend beyond the normal pump dimensions.

3. **Boating Signs.**—All signs must conform to the Uniform Waterways Marker System unless otherwise specified by State or county authorities who may have jurisdiction and/or responsibility, such as a State Marine Board. Signs used for the identification of land-based facilities for boaters should conform to the standards for area signs. Land-based directional signs for boaters will conform to the same standards as vehicular directional signs.
4. **Snowmobile Signs.**—Snowmobile users may be exposed to various hazard conditions. These hazards, coupled with the speed of snowmobilers, require effective route marking. The office sign plan should identify snowmobile trails as needing effective signing that emphasizes user safety and provides adequate warnings of hazards. Snowmobile signs must conform to the National Snowmobile Association Standards. Trails should be marked with black, 12-inch snowmobiling symbols on an orange background. If desired, signs may be affixed in such a manner as to be easily removed during the off-season. Typically, the following four types of signs are used in conjunction with snowmobile trails:
 - a. ***Snowmobile Trail Identification Symbol:*** This graphic symbol sign should be provided in two sizes. The larger of the two signs is intended for posting at the trail head. The smaller size is intended for use at major intersections and at the end of trails. The signs should be manufactured in 18- by 24-inch and 13- by 17-inch sizes, respectively. The signs should be black on orange and reflectorized.
 - b. ***Directional Markers and Blazers:*** The directional markers are used at intersections, sharp curves, across meadows and large lakes, and at other key locations. Blazers delineate the trail and furnish reassurance to the users. Blazers are usually located at intervals of 250 to 300 feet on a line of sight. In densely wooded areas, shorter intervals may be necessary.

- c. **Warning, Caution, and Regulatory Signs:** These signs retain the same shape and color as road signs and must be reflectorized. The minimum size is 18 by 24 inches. Larger sizes may be warranted when dealing with critical hazards, such as avalanches, thin ice on lakes, etc.
 - d. **Information Signs:** These contain and include trail rules and regulations, diagrammatic trail maps, and other pertinent information, as necessary.
5. **Special Event Signs.**—The temporary use of banners and signs designating a special, one-time public event on Reclamation lands should be allowed. No guidelines or specifications are contained herein.
6. **Off-Road Vehicle (ORV) Signs.**—These signs inform visitors of the status of Reclamation lands with respect to their use by visitors using ORVs. Reclamation lands are closed to ORVs unless the lands have been officially designated as open. If Reclamation lands are open to ORVs, signs should provide the visitor an appropriate level of information as they enter, use, and leave Reclamation-administered lands. Signs should provide positive explanations for specific use restrictions and, where appropriate, include “Tread Lightly” and “Leave No Trace” concepts in the signing program.

Use standard symbols, colors, sign shapes, and sign sizes that follow established highway signing principles and practices that are easily recognized and understood by visitors. Where feasible, signing should be consistent with that of the State in which the Reclamation lands are located. Uniform signing methods should be used within areas of land that are perceived and identified by the public as a single unit. In addition, specific strategies for the use of ORV signs should be consistent with State and Federal regulations when there is a possibility that certain roads or trails may be used by both ORVs and standard highway vehicles.

7. **Hiking and/or Horse Trails.**—There are two types of signs associated with hiking and/or horse trails. They are:
- a. **Trail Head Signs.** These types of signs should use graphic symbols to identify trails. The choice of symbol or symbol combinations depends on the intended trail use. A trail head sign may also have the trail name and not more than three destinations. When destinations are listed, the distance to the destinations should also be listed. These signs should be rectangular in shape and reflectorized with white letters on a brown background. Sign size should be 18 by 21 inches.
 - b. **Guide Signs.**
 - (1) **Destination Signs.** These signs are posted at intersections to show changes in direction and to provide reassurance to the trail users. The distance should be shown in miles and, if fractions are used, they should be to the nearest 1/4 or 1/2 mile. These signs should be in the shape of a truncated triangle and made with reflectorized sheeting.

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- (2) *Trail Blazers.* These signs are used at key locations to delineate the trail and to provide reassurance to the users.

Placement and erection of trail signs should be considered during the planning phase of development. Signs should be located:

- a. Far enough off a trail so they will not be damaged by users.
 - b. Away from obvious hazards.
 - c. So that they do not compete with the view of the surrounding landscape.
 - d. So that the height of the sign is in scale with the intended viewer. For foot traffic, the suggested mounting height is approximately 4 feet, measured from the lower edge of the sign. When the trail is intended to be accessible to people with disabilities, the mounting height should meet all accessibility standards and guidelines (ADAAG 4.30). The height of the sign should increase approximately 2 feet for horse trails.
 - e. With sign supports in scale to the size of the sign. Two posts should be used for signs of 37 inches in length or greater.
- 8. Waterway Markers.**—Signs prescribed by the United States Coast Guard and approved by the States are the standard waterway markers on large bodies of water requiring control of water traffic, water skiing, skindiving, and other similar uses. Coordination with State authorities is necessary for providing appropriate signing for these types of recreation use. When signing is necessary on small bodies of water entirely under Reclamation’s jurisdiction, the National Coast Guard-approved standards must also be adhered to.

Determining signing needs is the responsibility of each operating office, but may be done in conjunction with the regional sign coordinator. Signing needs for project features, land areas, recreation facilities, field offices, laboratories, etc., should be evaluated by the operating office having jurisdiction and shall be coordinated with the office sign coordinator. However, final approval of public signing rests with the designated office sign coordinator.

Once the signing need has been classified, the design type can be determined by using table 2.

Table 2.—Design Types

Sign Classification		Design Types ¹		
		Management arrangement ³		
		1	2	3
Identification signs	Administrative signs	Project offices, construction offices, visitor centers	A ₁	A ₃
		Field offices, field station, field laboratories, housing, etc.	B ₁	B ₂
Feature signs	Dams, reservoirs, and wildlife areas	A ₁	A ₁	A ₃
	Canals, tunnels, powerplants, etc.	B ₁	B ₁	B ₂
Area signs ³	Associated recreation development:			
	Reservoir recreation area	A ₁		
	Recreation complex	A ₁	A ₂	
	Recreation component	C	A ₂	
Unassociated recreation development:				
Campground, picnic area, fisherman access area, marina and boat ramp facilities, visitor overlooks	A ₁ /B ₁	² A ₂		
Information signs	Bulletin board signs	D		
	Instructional signs	E		
Directional signs		F		
Regulatory/warning/security signs		MUTCD or other standard signs and G ₁ , G ₂ , G ₃		
Miscellaneous signs		No standard design type		

¹ Design types are shown in Chapter VI - Specific Design Guidelines.

² Refer to table 1 for major/minor differences. Major is Design Type A and minor is Design Types B and C.

³ See Chapter II - Scope, for more detailed description of the following management arrangements:

1. Bureau of Reclamation management
2. Other agency management of Reclamation lands and facilities
3. Joint occupancy or management of an area or facility

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