

**Saskatchewan Traffic Control  
Devices Manual**

Section: **Guide**  
Subject: **Institutional Camp/Centre**

**Sign Specifications**

Sign Size: Variable x 300 mm

Font: Clearview, 150 mm

Colour

Message: White

Background: Green

Manufacturing Specification: 230



GS-35

**Introduction**

The Ministry of Highways (MoH) recognizes that Institutional Camp/Centres throughout our province may generate traffic that originates from beyond their immediate area. MoH may install on a requested basis Institutional Camp/Centre signs (GS-35) to assist motorists in locating Institutional Camp/Centre access roads.

An Institutional Camp/Centre is defined as a non-profit organization which offers facilities and/or services to its members or the members of another non-profit organization. Examples would include a facility used for social, charitable, religious and educational activities.

**Policy**

The Ministry may install guide signs for Institutional Camp/Centre that are immediately adjacent to or whose access is directly to the highway.

The applicant will:

- Waive the right to install private signs adjacent to a highway Right of Way; and
- Provide all other auxiliary signing required on the route between the provincial highway and the Institutional Camp/Centre. All auxiliary signing will be in place prior to the installation of the highway signs.

If the Camp/Centre is more than 10 km from the Provincial Highway, the sign will indicate a distance.

Applicants are advised to discuss their auxiliary signing requirements with the Ministry and the local government.

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<b>Location</b>	Institutional Camp/Centre guide signs will be installed on the highway that is adjacent to the facility. One sign in each direction of travel at approximately 150 metres in advance of the access road. The access road will be the most direct route to the Camp/Centre and be an all-weather road.
<b>Application</b>	The application will be made to the Ministry using the Standard “Institutional Camp/Centre Sign” application form which is attached to this policy and available at <a href="http://Saskatchewan.ca Putting up Road Signs">Saskatchewan.ca Putting up Road Signs</a> .
<b>Costs</b>	The applicant will be required to pay the current cost of the signs as described in RSMM Part II <a href="#">Sign Pricing Policy 1050-10</a> or <a href="#">Sign Pricing Policy Exceptions 1050-15</a> , whichever policy applies. The sign costs include the sign material, installation, and warranty. Payment will be made to the Ministry prior to the signs being ordered or changes being made to an existing installation.
<b>Modifications / Relocation</b>	If modifications or relocation are requested after installation; the applicant will be charged as described in RSMM Part II <a href="#">Sign Pricing Policy 1050-10</a> .
<b>Replacement</b>	The Ministry will replace signs originally provided by the Ministry as described in RSMM Part II <a href="#">Sign Pricing Policy 1050-10</a> that may be damaged, deteriorated, stolen or vandalized.
<b>Responsibilities</b>	<p>The Ministry is responsible for the sign design, ordering, determining the location, installation (including posts and hardware), and maintenance of the sign(s).</p> <p>The Ministry assumes no responsibility for the quality, availability or level of service of the facilities being signed. Any complaints received by the Ministry will be referred to the applicant.</p>
<b>Sign Removal</b>	<p>Signs may be removed, if in the opinion of the Ministry, the terms of the policy are not being met. Signs that are removed remain the property of the Ministry and refunds will not be provided.</p> <p>Applicants who have requested to have the signs removed, or have had the signs removed by the Ministry, will be required to reapply and to pay all associated costs before the signs are reinstalled.</p>

Section:

**Guide**

Subject:

**Institutional Camp/Centre**

## Traffic Control Devices

STCDM GS-35

**Section:** Guide Signs

**Subject:** APPLICATION FORM

INSTITUTIONAL CAMP/CENTRE APPLICATION FORM

### PART 1

Applicant: \_\_\_\_\_  
(Non-Profit Organization)

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Saskatchewan Ministry of Highways (MoH) is requested to supply and install Institutional Camp/Centre sign(s) at the following location(s):**

Highway #	Legal Land Location or GPS Coordinates	Distance from Highway to the Camp/Centre (km)	Name of Institutional Camp/Centre

Signature of Applicant

Date

Approved (MoH)

Date

Submit completed application form it to your nearest Regional Office: [Link to Regional Office Areas Map](#)

Date

July, 2021

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