

Saskatchewan Traffic Control Devices Manual

Section:

Guide

Subject:

Road Name

Sign Specifications

Sign Size: Variable x 30 cm

Legend Size & Type: 15 & 12.5 cm, Clearview



Introduction

The Ministry may install Road Name guide signs in order to provide rural residents with an “address” so that they can be located by the traveling public.

It may be difficult for motorists to locate unmarked rural intersections. Municipal roads that lead to communities are often identified, but in situations where there is no community, locating a specific intersecting road can be a challenging exercise.

Policy

A rural municipality may make a request to the Ministry to install a Road Name sign and recommend a name that has been approved by a recorded council resolution.

While the term "road" is most common, other terms such as trail, street, drive, etc. are acceptable. The road name will not promote a particular business or commercial interest. The option of having the land location instead of the road name is also available. The Ministry reserves the right to reject names that are not considered appropriate.

When the road passes through more than one rural municipality between two provincial highways, agreement will be required from all the municipalities involved. A road will not have more than one name. However, a road that is intersected by a provincial highway may have a different road name than the road immediately across the highway from it.

The Ministry may, when considered necessary, install Road Name signs to assist with the operation of traffic. The Ministry would normally seek the approval of the rural municipality responsible for the road before approving the road name and installing the signs.

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Eligibility	A Road Name sign may be installed to identify an all weather municipal road if there are no other existing highway signs identifying the intersection, road or a destination accessible via the road.
Location	<p>The signs may be located in one of two possible places, depending on the following circumstances:</p> <p>Option One: This option consists of having the road name sign located within the Right-of-Way under the following conditions:</p> <ul style="list-style-type: none"> • The sign must be fabricated to Ministry standards and supplied by the Ministry. • The sign may have a name or a land location or both, however, the name and land location must be on separate signs. • The sign will be installed by the Ministry. <p>Option Two: This option consists of having the sign located within one metre of the highway Right-of-Way. The Rural Municipality will install this sign, however they must comply with the following Ministry standards:</p> <ul style="list-style-type: none"> • The sign face must be retro-reflective to show the same colour by night as by day. • The sign may be a name and/or a land location, however; the name and land location must be on separate signs, but may be located on the same signpost. • A minimum of 15 cm (6 inch) lettering shall be used to ensure sign visibility for drivers.
Application	<p>For Option One, the application will be made to the Ministry on a standard Road Name Sign application form.</p> <p>For Option Two, a Rural Municipality may install signs identifying the road name. Although there is no requirement for the Rural Municipalities to obtain a sign placement permit, it is advisable for the RM to liaise with the Ministry to ensure that their signs conform to policy. Please refer to the section entitled “Removal” later in this policy.</p>
Costs	The applicant will be required to pay the current cost of the signs as described in the Roadside Management Manual (RSMM) Part II Sign Pricing Policy 1050-10 for fabrication, installation and maintenance of signs located within Ministry Right-of-Way

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Fabrication, installation and maintenance of signs located at the edge of the Right-of-Way will be the responsibility of the applicant.

Payment

Payment will be made by the applicant prior to the signs being ordered or changes being made to an existing installation.

Modifications / Relocation

If modifications or relocation is requested after installation, the applicant will be charged at a cost as described in RSMM Part II Sign Pricing Policy 1050-10.

Replacement

The Ministry will replace signs provided by the Ministry as described in RSMM Part II Sign Pricing Policy 1050-10 that may be damaged, deteriorated, stolen or vandalized.

The Rural Municipality is responsible for the replacement of any Road Name signs that they install.

Responsibilities

Signs supplied and installed by the Ministry

Ministry

The Ministry's responsibility will be for the sign design, ordering, determining the location, installation (including posts and hardware) and maintenance (including replacement if necessary).

The Ministry assumes no responsibility for the quality, availability or level of service of the road being signed. Any complaints received by the Ministry will be referred to the local rural municipality.

Rural Municipality

Supplementary signing required off the highway is the responsibility of the rural municipality in which the road or portions of the road requiring additional signing is located.

Rural municipalities are encouraged to install additional Road Name signs at intersecting municipal roads and other decision points.

Signs supplied and installed by the Rural Municipality

The Rural Municipality's responsibility will be for the sign ordering, installation (including posts and hardware), maintenance (including replacement if necessary) and all related costs.

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When a Road Name sign is damaged, the Rural Municipality will be responsible for the replacement and installation of the sign.

The RM will be responsible for all utility locations required when installing the signs.

Removal

Signs may be removed, regardless of who installs and maintains the signs, if in the opinion of the Ministry, the terms of the application and policy are not being met. Signs that are removed remain the property of the Ministry and refunds will not be provided.

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.

Street/road name blades which do not meet Ministry standards or are not properly maintained may be removed by the Ministry.

Sign Design

Signs for crossroads that proceed in only one direction will include a directional arrow.

Signs for crossroads that proceed in both directions will not require directional arrows.

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Road Name Signing Application Form

The Ministry is requested to install at a cost as described in RSMM Part II Sign Pricing Policy 1050-10, GS-49 Road Name signs to identify an all weather municipal road if there are no existing highway signs identifying the intersection, road or a destination accessible via the road.

Rural Municipality _____ No. _____

Address _____ Postal Code _____

Phone Number _____ Fax Number _____ e-mail _____

Contact Person _____

Intersecting Highway No. _____ at Quarter _____ Section _____

Township _____ Range _____ West of the _____ Meridian

Recommended Road Name/Land Location _____

Approved by Council Minute No _____ **Date** _____

Does the road cross the highway: Yes ____, No ____.

If "Yes", will the road name apply to both sides of the highway: Yes ____, No ____.

If "No", which in which direction will the name apply: _____

Consent from Neighbouring Municipalities. Not Applicable _____ Attached _____

Authorized by (Signature) Position

Cost of Signs \$ _____ Payment Received _____

Application Approved By _____ Date _____

Installation Complete: _____ Date _____

Comments _____

Submit completed application form to:

Fax: 306-933-8313

Mail: Saskatchewan Ministry of Highways & Infrastructure

Bay #18-3603 Millar Ave

Saskatoon, SK S7P 0B2

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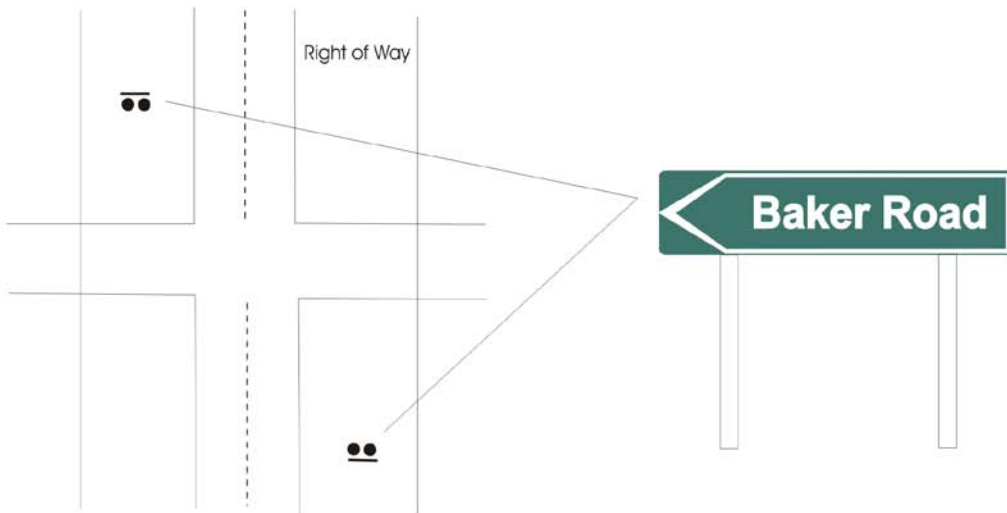
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Option One: Ministry Signs



Option Two: Rural Municipality Signs

