

Last Update: July 1, 2009

A. Introduction:

1. Signage can be the visual thread that weaves together all of campus - its assorted schools, buildings, rooms and facilities. Uniformly having the various signs present the same character and predictable location can do this. To this end we recognize the need to standardize the type, style, size and location of signage so that locating information is easy, consistent, recognizable, affordable and reproducible.
2. That being said, material, color and verbiage are design elements that can be chosen to provide the opportunity for variation of character and presentation that is necessary in many situations. The Physical Facilities Sign Shop has a wide array of materials of many colors; and three (3) signage machines that can each provide a different type of signage, depending on the most appropriate production method.

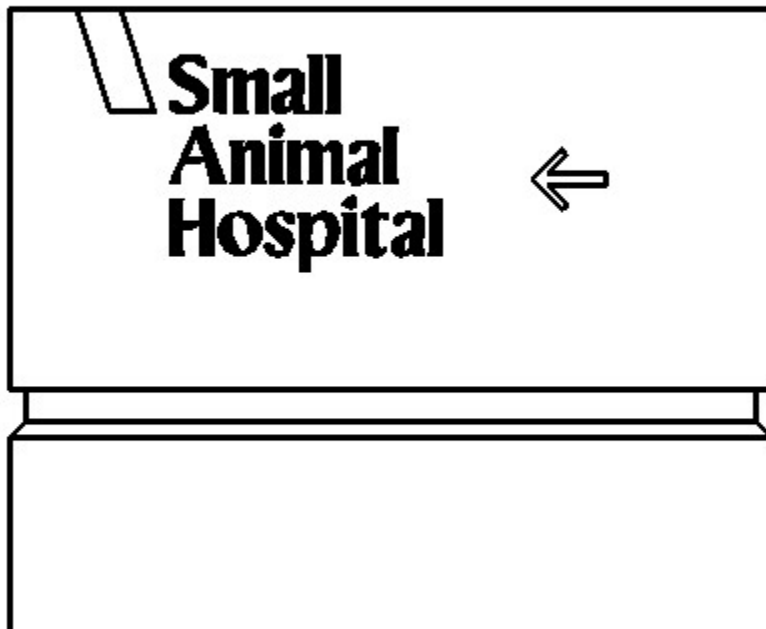
B. Typestyle:

1. Due to its readability and distinctive character, the typestyles "Minion" (serif font) and "Frutiger" (sans serif font) have been chosen for University signage. This typestyle, in capitals and lower case letters, is used to identify schools, individual buildings, special rooms, room numbers, etc. and give directional information.

A B C D E F G H I J
a b c d e f g h i j k l
1 2 3 4 5 6 7 8 9 0

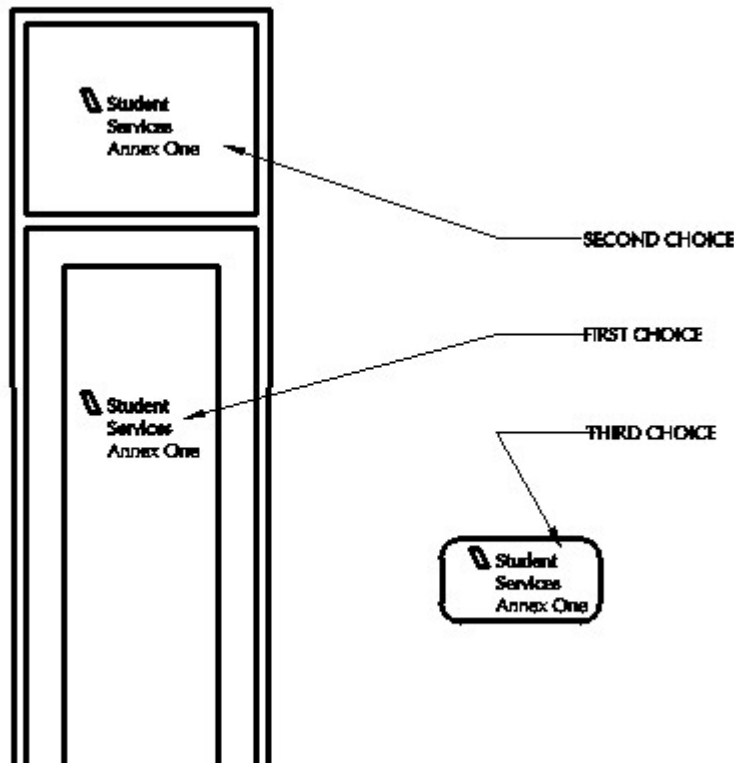
C. Yard Signs:

1. Yard signs are provided at those facilities where a high volume of off-campus visitor traffic occurs on a regular basis. Requests for yard signs are addressed individually to establish need and exact design criteria.
2. One example of a high volume facility is the Small Animal Hospital. The sign base is high enough for the sign to be viewed over parked cars from both directions and the letters large enough to be read from 150 feet away. Since some emergency nighttime traffic occurs, the sign is back lighted to illuminate the letters.
3. Yard signs must comply with applicable city and state ordinances.



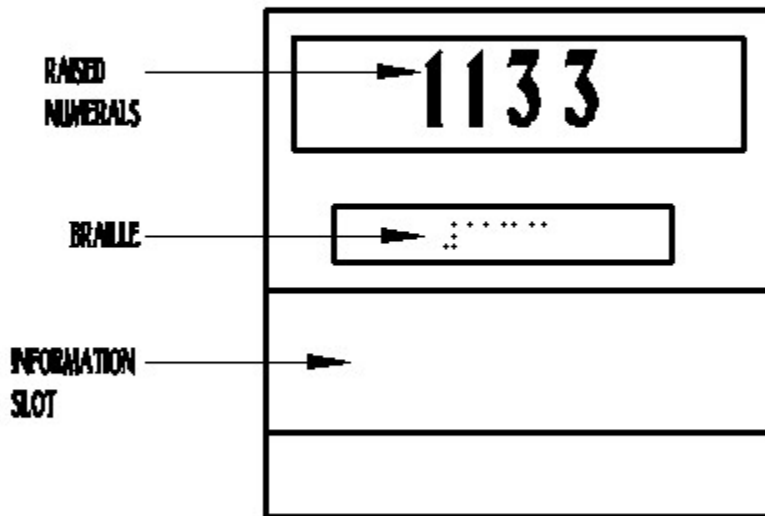
D. Building Identification Signs:

1. All academic buildings are identified at each entrance. The building name is preceded by the University's gold "power slash" and is spelled out in 2" (two inch) height capital letters. Where possible, all doors are signed on the door glass. The second choice of location is on the glass transom over the door. Third choice is on an aluminum sign plate mounted beside the door at 5 feet above grade, or above the door, whichever is more appropriate.
2. Letters are white and the background is charcoal gray. (Reference the Facilities Services Paint Shop for exact color formulation). Sign plates are heavy gauge aluminum with corner radiuses of 1" (one inch) and with studs welded to the back to allow for mounting in epoxy.
3. Entry doors shall be used only for naming of the building. If additional information, directions, hours, or departmental names or information are required, they shall be posted at a location separate from the building entry doors. It is the intent of the entry doors to consistently present only the building name. Facilities Planning department will work to provide satisfactory solutions to individual requests.



E. Room Identification Signs:

1. Room number signs are made of two-color routed plastic. Raised numerals appear above the same number in raised #2 Braille below. The background is routed out and the edge is left raised to provide a framed appearance. Numerals and background color have a high degree of contrast as prescribed by ADA (the Americans with Disabilities Act). Numeral height is between 5/8" and 2", though typically 1". Signs are mounted on the latch side of the door and centered at 5 feet above the floor.
2. Offices may be provided with a clear plastic slot beneath the room number which provides a window for displaying additional information-- faculty or staff name, phone number, hours, etc. The information slot is typically 1" high.
3. Typically, these signs are produced and installed by the University for all projects. Confirmation with the Project Manager should be made prior to including signage as a part of any project.



F. Accessible Building Entrance Signs:

1. Accessible entrances are identified by a 6" x 6" square blue sign. Signs have a white border and a white international symbol of accessibility in center.
2. Signs are centered at 48" above grade on the latch side of the door glass. The second choice is on a sign plate mounted on the building next to the door.
3. Any door that is not accessible receives a similar sign with an arrow pointing the direction to the nearest accessible entrance. Directional signs are mounted on posts at 48" above grade as near to path of travel as possible. Signs are also located as close to the origin of approach to door as possible in order to provide directions with the least amount of redundant travel. Sign posts are located in such a way as to prevent damage by lawnmowers and other maintenance equipment.
4. Buildings that have no accessible entrances have each entry door signed with a blue sign with the wording, "THIS BUILDING NON * ACCESSIBLE". An international accessible symbol is inserted in place of the *, and is sized to match cap height. Signs are mounted at 48" above grade.

