



**918 • TRAILS**

THIS TRAIL IS YOUR TRAIL

# brand & wayfinding signage guidelines

May, 2020



## **CONTACT INCOG**

In developing the 918 Trails Brand & Wayfinding Signage Guidelines, INCOG's Transportation Planning Division has concentrated on producing a document that is both useful and comprehensive. If during your review of this document you have any questions or need additional information, please feel free to contact the Transportation Planning Division using the contact information below.

## **PHONE**

918.584.7526

## **EMAIL**

[transportation@incog.org](mailto:transportation@incog.org)

## **WEB ADDRESS**

<http://www.incog.org/Transportation/Documents/918TrailsGuidelines.pdf>

## **MAILING ADDRESS**

INCOG  
Transportation Planning Division  
2 West 2nd Street, Suite 800  
Tulsa, OK 74103-4236

This report was prepared by INCOG and was financed in part through United States Department of Transportation funds (Federal Highway Administration and Federal Transit Administration). The contents of this report are the responsibility of INCOG. The United States government and its agencies assume no liability for the contents of this report or for the use of its contents.

Copyright 2020 INCOG





**918 • TRAILS**  
THIS TRAIL IS YOUR TRAIL

# table of contents

## EXECUTIVE SUMMARY

### Section 1 918 Trails Brand Standards

- 1.1 Introduction
- 1.2 918 Trails Brandmark
- 1.4 Color Palette
- 1.5 Typography
- 1.6 Imagery
- 1.7 Usage
- 1.10 Marketing
- 1.12 Wayfinding
- 1.13 Branding the Trails

### Section 2 918 Trails Wayfinding Tools

- 2.2 Graphic Standards
- 2.8 Implementation Scenarios
- 2.10 Menu of Sign Types
- 2.15 Sign Drawings
- 2.49 Signage Enhancements

### Section 3 Wayfinding Guidelines

- 3.1 Destination Selection and Prioritization
- 3.2 Function & Placement of Wayfinding Elements
- 3.5 Placement Strategies

### Section 4 Management & Maintenance

- 4.2 Management
- 4.4 Maintenance
- 4.6 Acknowledgements

## Executive Summary

An interconnected system of bicycle and pedestrian trails totaling more than 100 paved miles exists in the Tulsa, Oklahoma Region. The trails system includes 11 cities in the Tulsa Metropolitan Area. These trails provide connections to regional facilities and destinations, and serve families, recreational users, and commuters. Still evolving, this Regional Trail System is represented by an identity that captures the region's assets, attitude, and potential.

## This is 918 Trails.

The trails system is used in many ways by many people, but at its core, connectivity across the Tulsa Region is what makes the trail a huge asset to the Region.

The 918 Trails System includes both on- and off-street facilities. Existing off-street bicycle facilities consist of paved multi-use trails, traveling through multiple municipalities. On-street bike lanes and routes follow the rectilinear street grid, while the off-street network largely follows miles of waterways, roadways and historic railroad lines.

This document contains the results of the important process of gathering stakeholder and community input. The information within these guidelines will assist both current users of the trail network to find route options and discover new destinations, as well as entice non-system users to utilize the 918 Trails System. The wayfinding guidelines are aimed at both locals and visitors and are crafted to be easily understood and readily learned, while being legible and comprehensible to a wide range of users.

This document provides guidance for system brand applications, wayfinding element design, sign messaging, sign placement, and next steps. It should be used when signing new trails for the first time, as well as when replacing or retrofitting signs along existing trails. Agencies should follow these guidelines and continue to coordinate with Tulsa

and its neighboring municipalities to assure that information is conveyed to travelers in a consistent manner. The 918 Trails Brand & Wayfinding Signage Guidelines are organized as follows:

### Section 1: 918 Trails Brand Standards

The first section of the guidelines describes the 918 Trails Brand Standards. Fonts, colors, and accepted layouts and applications of the brand identity are detailed. Native artwork files shall be available from the The Indian Nations Council of Governments (INCOG) so that member agencies may consistently replicate the system landmark while retaining the quality standards described within this document.

### Section 2: 918 Trails Wayfinding Tools

Section 2 describes the 918 Trails Wayfinding Tools with the goal of creating a unified system of elements to guide and provide information to users of the trails system. A menu of sign options is provided, including graphic standards and design details.

### Section 3: Wayfinding Guidelines

Section 3 provides guidance related to destination selection and sign placement. A hierarchy of destination types and selection criteria is given so that municipalities can consistently select and prioritize destinations for inclusion on signs. Placement guidance within this section describes how to sign the most typically encountered navigational challenges encountered while on the trail network.

### Section 4: Management & Maintenance

The fourth section describes what to expect for the management and maintenance of a trail wayfinding system.

The 918 Trails System is an interconnected system of bicycle and pedestrian trails maintained by several different entities. These guidelines are intended to offer flexibility to agencies that already have wayfinding signs in place while working towards the creation of a unified 918 Trails system.

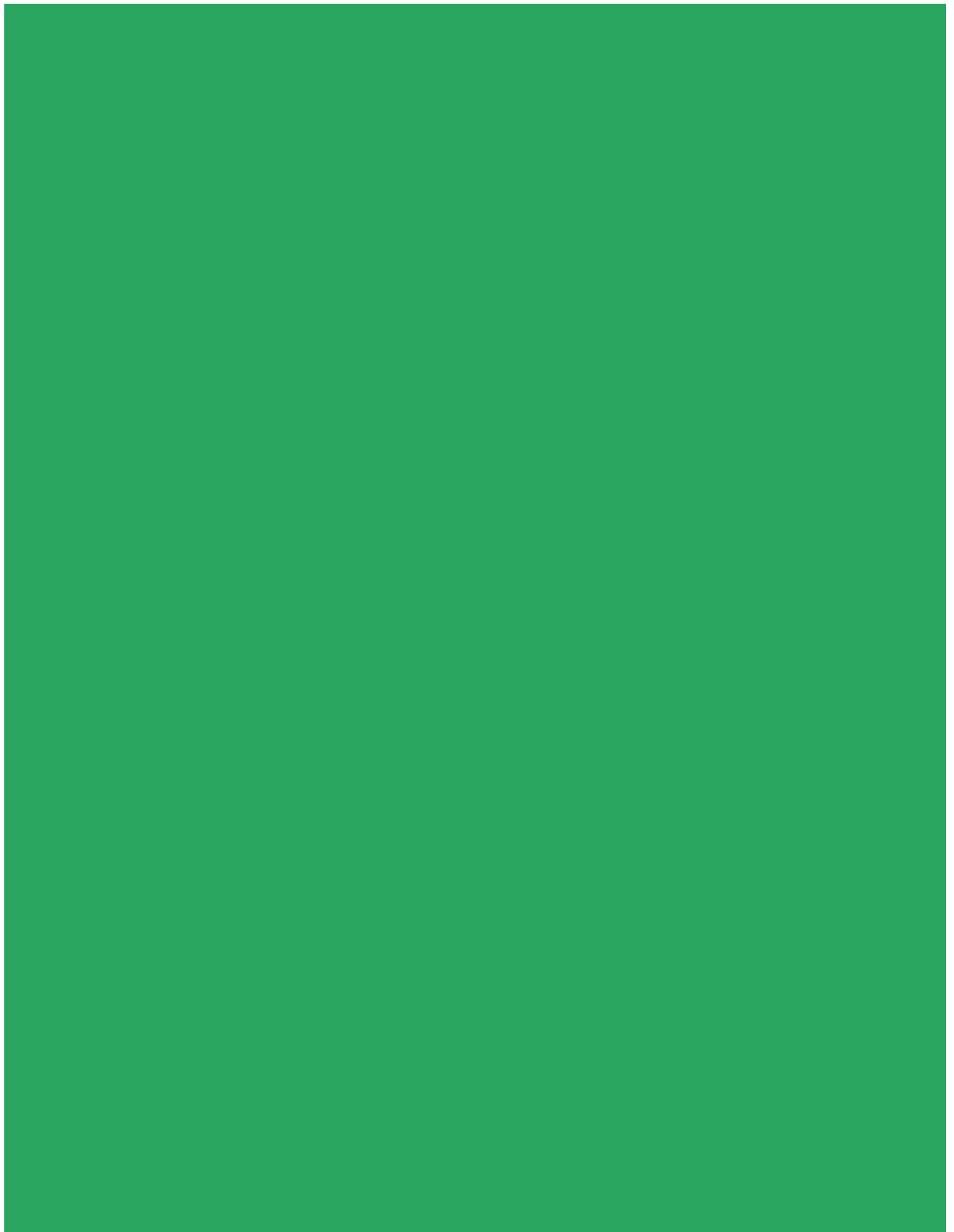
These guidelines should be considered a first edition. They should be updated on a periodic basis to ensure that they remain compliant with federal standards, as well as remaining at the forefront of technical knowledge as the practice of wayfinding continues to evolve.

---

# section 1

## 918 Trails Brand Standards

- 1.1 Introduction
- 1.2 918 Trails Brandmark
- 1.3 Color Palette
- 1.4 Typography
- 1.5 Imagery
- 1.6 Usage
- 1.7 Marketing
- 1.8 Wayfinding
- 1.9 Branding the Trails



An interconnected system of bicycle and pedestrian trails totaling more than 100 paved miles exists in the Tulsa, Oklahoma Region. The trails system includes 11 cities in the Tulsa Metropolitan Area. These trails provide connections to regional facilities and destinations, and serve families, recreational users, and commuters. This Regional Trail System is represented by an identity that captures the region's assets, attitude, and potential.

### This is 918 Trails.

The Trail System is used in many ways by many people, but at its core, the feeling of **community** is what makes the trail special and a huge asset to the Region.

#### Brand Promise

The 918 Trails is YOUR trail. The Brand promise is one of a safe, healthy, outdoor transportation experience. Whether the goal is a commute to work, an exercise routine, a social activity or the best way to unwind after a long day, 918 Trails is your outdoor connection. This promise will only strengthen as the system continues to grow and connect the region even more in years to come.

#### Brand Personality

The Tulsa Region is cooler than you think! The 918 Trails brand reflects the unique, lush environment of Oklahoma's Green Country, and a "can do" attitude of the people who populate the trails every day.

#### Brand Role

The 918 Trails Brandmark has been created to represent the Regional Trails System. Its primary role is to promote the System as a recreational and transportation corridor. The System is

still evolving, but the landmark is to remain constant as change occurs. It promotes a visual connection throughout the region, linking cities, parks and destinations. It builds a feeling of trust, assuring users they are on the right path.

#### The 918 Trails brand personality promotes:

##### COMMUNITY

918 Trails runs through eleven cities and two counties in the Tulsa Metropolitan Area. There is a true feeling of pride in the trail system. This is a real community asset that users are excited about.

##### HEALTHY LIFESTYLE

Tulsa Oklahoma 918 Trails are for pedestrians and bicyclists alike. Trails are wide and well maintained, offering a safe and beautiful exercise route.

##### OPPORTUNITY

As the trail system expands and fills in gaps - the opportunity for greater connectivity and exploration grows.

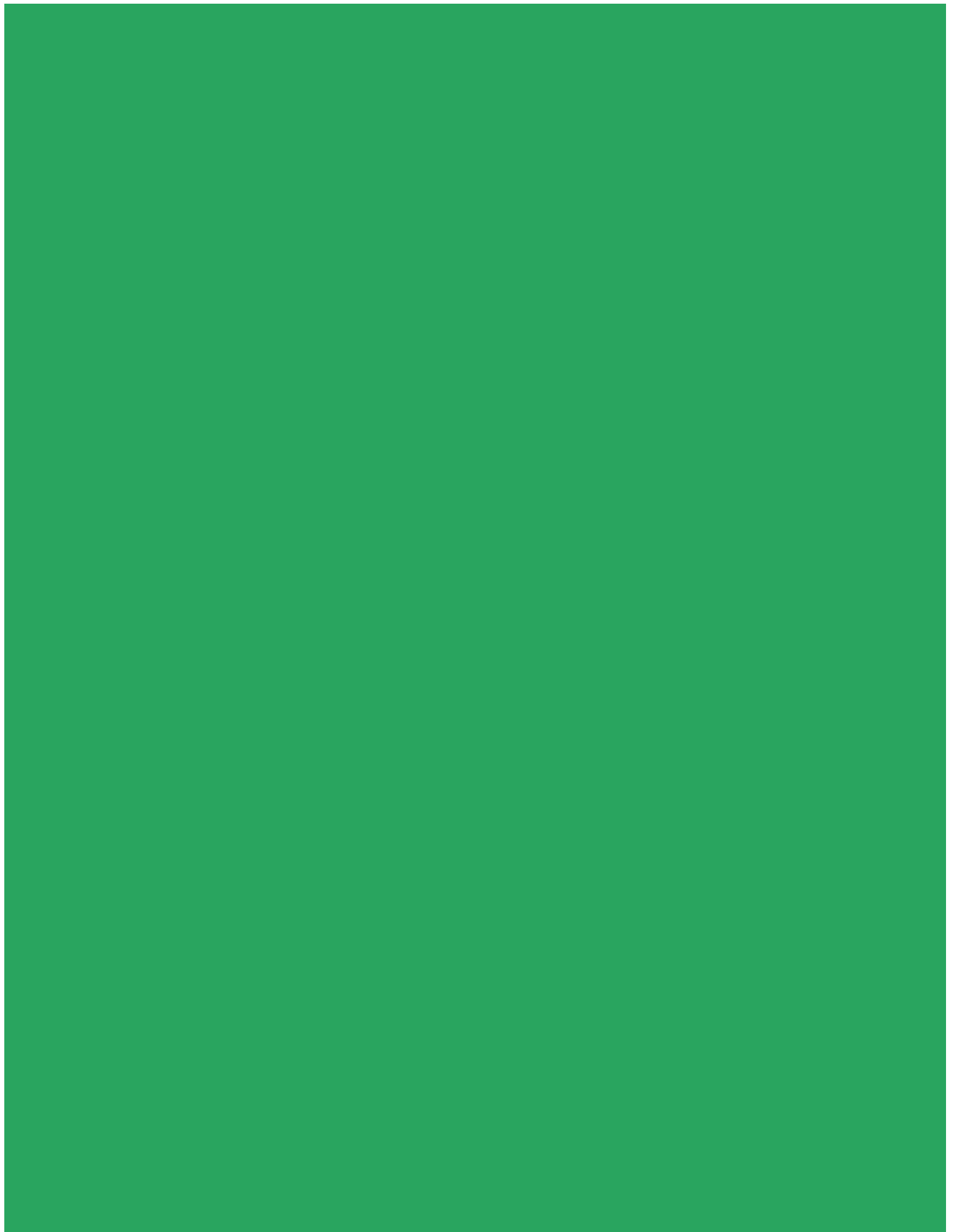
##### TOGETHERNESS

People of all ages can enjoy time together on the 918 Trails system.

##### TRANQUILITY

No cars, no traffic jams, no horns or construction delays - just the serene, beautiful landscape of the region. A chance to reflect on the day, or recharge for the day ahead.







**Official Brandmark**

The distinctive 918 Trails brandmark reflects the environment, creativity and welcoming characteristics of this regional outdoor experience. The colors are representative of the trail's landscape, lush green hills, the Arkansas River, and the golden sun overhead. Trails are shown as intersecting & connecting the area, flowing through the region. The name 918 Trails describes the pride the residents of the region feel - 918 is the area code for the Tulsa Metropolitan area and is recognized easily by locals.

**Mountain Bike Trail Brandmark**

This brandmark was created to promote mountain bike trails in the Tulsa Region as part of the 918 Trails system. The logo replaces blues and grays of the 918 Trails logo with browns more representative of the mountain bike trail environment. This mark should NOT be used to represent the 918 Trails system.

**Brandmark with Tagline**

The tagline: "THIS TRAIL IS YOUR TRAIL" is the approved tagline for the 918 Trails brandmark. It speaks to the community who use, promote and love the trail system. It is a call to action - this trail is for YOU - care for it, make it work for the Tulsa Region. It is a multi-use trail, for bicyclists, runners and walkers - families, commuters and exercise enthusiasts alike. As the trail system evolves and gaps are filled, this tagline becomes even more appropriate. The system reaches even more people and becomes "their trail" as well.

**Tagline Usage**

The tagline should only be used in conjunction with the 918 Trails brandmark as shown. The Tagline may be used apart from the brandmark in advertising collateral or materials that are promotional in nature. For signage the brandmark may be used without the tagline.

PLEASE CONTACT INCOG FOR THE OFFICIAL LOGO ARTWORK FILES FOR REPRODUCTION.






The 918 Trails Brandmark is made up of six colors that represent the landscape the trail traverses through (Green Country, along water and through parks), the sun, representing the outdoors, and cultural history associated with the region. The colors also work well with other brands in the region.

**PRIMARY PALETTE - Brandmark colors**

Below are the Pantone® colors and CMYK, RGB and Web-safe color specifications.

PMS (Pantone® Matching System) is an industry standard system for color matching.

Pantone® is a registered trademark.

				
Pantone® 179-11	Pantone® 2192	Pantone® 2257	Pantone® 1585	Pantone® 123
C: 0 M: 0 Y: 0 K: 73	C: 85 M: 21 Y: 0 K: 0	C: 79 M: 0 Y: 91 K: 0	C: 0 M: 55 Y: 93 K: 0	C: 0 M: 16 Y: 89 K: 0
R: 101 G: 102 B: 103	R: 55 G: 157 B: 210	R: 41 G: 169 B: 87	R: 233 G: 135 B: 87	R: 239 G: 192 B: 65
Web: #656667	Web: #379DD2	Web: #29A957	Web: #E98757	Web: #EFC041

**1-COLOR LOGO - Black or solid Primary Palette color**

The 1-color logo has been specially designed to work with a limited palette. The logo color should be limited to one of the PMS Primary Palette colors, or Black.



**918 • TRAILS**

THIS TRAIL IS YOUR TRAIL

Typography is an important tool in branding. It can convey a personality. The 918 Trails typefaces are friendly and open, while at the same time modern and forward-thinking. They are also very legible at various sizes.

The 918 Trails Brandmark and tagline text has been specifically spaced and kerned for consistency using these typefaces by the designer. Always use the approved Brandmark artwork files, provided by INCOG, and do not attempt to recreate the Brandmark using the typefaces below. Typefaces are shown here for reference only, to use in marketing or promotional materials.

**Primary Brandmark Typeface**

The Primary Brandmark typeface is **League Gothic Regular**.

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**  
**abcdefghijklmnopqrstuvwxyz**  
**1234567890**

**Secondary Brandmark Typeface & Tagline Typeface**

The Brandmark Tagline typeface is **Gill Sans Semibold**

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**  
**abcdefghijklmnopqrstuvwxyz**  
**1234567890**

**Wayfinding Signage - Existing Trail Typeface & MUTCD Sign Messages**

The Wayfinding typeface is **Clearview Highway**.

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**  
**abcdefghijklmnopqrstuvwxyz**  
**1234567890**

918 Trails is an evolving network that connects the Tulsa, Oklahoma Region. It provides a way to exercise, a way to play, a way to get to work and a way to enjoy the outdoors, either alone or with others. For this reason it is important to choose photographic images that capture the personality of the Brand. In materials that market 918 Trails, choose images that show people of various ages, gender, and culture using the trails in a variety of ways. Rural trail sections as well as more urban trail sections should be shown. Photography of the landscape and natural features of the trails may be used as supporting images as well.

There should NEVER be images of an empty trail used in materials promoting the 918 Trails. Instead, show images of the trails being used. Do not reproduce photos that are of low or poor quality. Never use staged or contrived photography.

Below are some examples of good 918 Trails imagery.



Images from Bike Club, Gathering Place & Getty Images

**Clear Space**

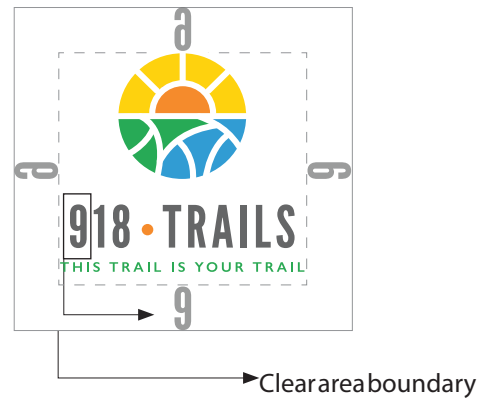
Community input and careful design decisions resulted in the 918 Trails Brandmark. It is essential that the Brandmark be treated with care and respect.

A set clear area should be maintained around the brandmark when it is used at all times. This area should be the height of the “9” in the word 918. The clear area will vary depending on the scale the logo is used.

**Primary Logo**



**Secondary Logo**



**Minimum Size**

The Brandmark should not be used below a certain size, or it becomes illegible. Please refer to the guidelines below for the smallest size at which the brandmark may be used.

**Brandmark**



**Brandmark with Tagline**

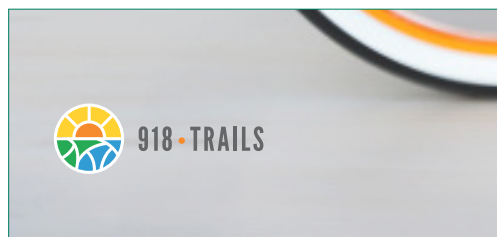


It is always preferred that the Brandmark appear on a white or light-colored background. Below are examples of the Brandmark used correctly on a background.

**Usage on Dark Backgrounds**

If a circumstance arises which requires a dark background, the Brandmark should be placed in a white or 90% screen of white contained box. Below is an example of the Brandmark used correctly on a dark background.

**CORRECT**



**CORRECT**



### Examples of INCORRECT usage of the Brandmark

The 918 Trails Brandmark was created specifically for The Indian Nations Council of Governments (INCOG). It should be treated with care and respect. Using the Brandmark inconsistently will lessen its impact and tarnish the image of the trail system itself.

#### INCORRECT

- Do NOT stretch or distort the brandmark



- Do NOT rotate the brandmark



- Do NOT crop the brandmark



- Do NOT change the brandmark typefaces



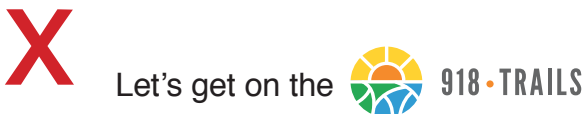
- Do NOT use the brandmark on a colorful/busy background



- Do NOT change wording, color, placement or size of the tagline



- Do NOT use the brandmark in a sentence



- Do NOT alter the colors of the brandmark



**ADVERTISING**

**CORRECT** use of the Brandmark



**MERCHANDISE**

**CORRECT** use of the Brandmark





**WEBSITE**

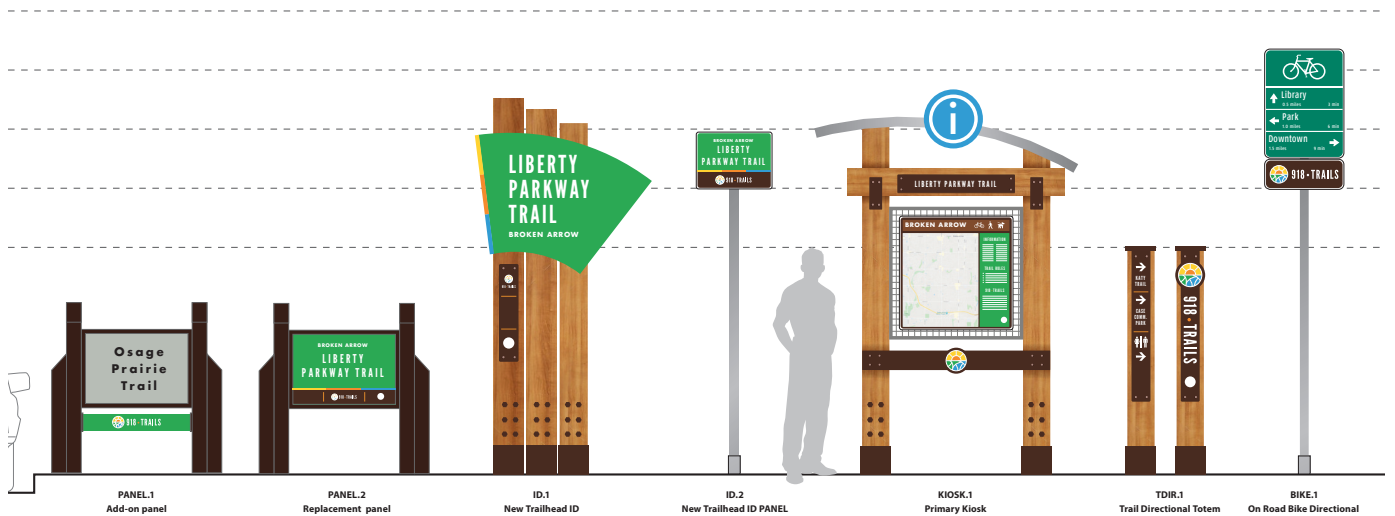
Creating a 918 Trails website with trail maps, events, construction updates and photo gallery would be an ideal way to promote and learn more about the trail system. Currently, there is trail information on the INCOG site, but it is not visible from the homepage. Adding a link on the homepage for the 918 Trail System would be an easy way to use the existing infrastructure more efficiently.



**SIGNAGE**

A variety of signage has been developed for the 918 Trails. The goal of the wayfinding signage is to create a unified look to wayfinding elements along the trail, assuring the user they are in a safe area and providing them with the direction they need to reach their destination.

**Below is a sampling of these signs.** These and other sign types are detailed in Section 2 of this guidelines document.



# Branding the Trails

## A Cohesive Look for 918 Trails

The 918 Trails are made up of miles of trails that wind along the Arkansas River, through downtowns, parks and rural areas within a region spanning more than 11 municipalities. Seeing the same wayfinding elements along the trail, wherever they are in the region, helps the user trust that the information being presented is correct and promotes a sense of connectivity.

Aside from signage, there are other ways to brand the trail. There are also ways to mark the trail itself, with branded pavement graphics, painted underpasses, and use of consistent streetscape elements along the trail. Streetscape elements may use similar materials as the wayfinding signage, and may include:

- Bollards
- Branded Bike Racks
- Benches
- Shade Structures
- Trash receptacles
- Fitness Equipment

These elements are not traffic control devices, but ways the brand can be utilized along the 918 Trails System. Some examples are shown at the right. These are **examples only** and require further conversation with INCOG.



Trail ID signage needed



Existing signage - establish trail ID



Trash Receptacle (area for logo) Brand on Bollard



---

# section 2

## 918 Trails Wayfinding Tools

- 2.2 Introduction
- 2.3 Graphic Standards
- 2.8 Implementation Scenarios
- 2.10 Menu of Sign Types
- 2.15 Signage Drawings
- 2.49 Signage Enhancements

**Wayfinding Tools**

A variety of wayfinding tools have been developed for the Tulsa, Oklahoma 918 Trails. This “Kit of Parts” will allow each city to address the wayfinding needs of the 918 Trails in their municipality.

It is important to maintain a cohesive look to the signage along the 918 Trails as it crosses the Tulsa, Oklahoma Region. There are opportunities for individual cities to be identified on some wayfinding elements, but the goal is to promote the Trail system first. For that reason, we have provided graphic standards to be used when implementing various wayfinding tools along the 918 Trails.

The sign drawings contained in this section are NOT shop drawings. Any county or municipality wanting to install 918 Trails signage must have shop drawings created by their sign shop or local fabricator and approved by INCOG. For larger structures, shop drawings may need to be signed and sealed by an Oklahoma registered architect or engineer.

**Primary Brandmark Typeface**

The Primary Brandmark typeface is **League Gothic Regular**.

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**  
**abcdefghijklmnopqrstuvwxyz**  
**1234567890**

**Secondary Brandmark Typeface & Tagline Typeface**

The Brandmark Tagline typeface is **Gill Sans Semibold**

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**  
**abcdefghijklmnopqrstuvwxyz**  
**1234567890**

**Wayfinding Signage - Existing Trail Typeface & MUTCD Sign Messages**

The Wayfinding typeface is **Clearview Highway**.

**ABCDEFGHIJKLMNOPQRSTUVWXYZ**  
**abcdefghijklmnopqrstuvwxyz**  
**1234567890**

**TYPOGRAPHY & TYPEFACES**

Please refer to Section 1 of this guidelines document for additional information about typography.

This page provides a reference for the typefaces for the 918 Trails Wayfinding Signage.

Typefaces may not be changed. During fabrication, the height and width ratio of letter forms must be maintained proportionately.

**MUTCD Signage:**

Typeface for MUTCD signs is Clearview Highway. Type must be title case or upper- and lower-case letters for primary destinations. All other words appearing on the signs should appear in all upper case.

**Bicycle Signage:**

Min. 2" high copy is recommended for signs used by bicyclists.

**Pedestrian Signage:**

1" high copy is recommended for pedestrian directional signs.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings- must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

COLORS & MATERIALS

Consistent use of a color palette creates a recognizable “system”.

The Color Palette found on the following pages provides a reference for specifying a paint color or other material.

Paint is used as a protective coating when reflectivity is not required.

Reflective vinyl is required for MUTCD signs. It ensures additional visibility at night, promoting bike safety.

The Fabricator is required to submit painted color chips and material samples to the client for approval prior to sign fabrication.

The ADA requires a minimum of 70% contrast between text and background for the legibility.



PMS (Pantone® Matching System) is an industry standard for color matching.

Pantone® is a registered trademark.









A 3M warranty for reflective vinyl covers fading. Sherine Industries (see\* below) provides a 3M warranty for custom colors against fading for 7 years. Contact Sherine Industries for more information.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

Paint Colors

	Name	Specification	Process
	<b>P1</b> 918 Gray	To match PMS 179-11	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P2</b> 918 Blue	To match PMS 2192	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P3</b> 918 Green	To match PMS 2257	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P4</b> 918 Orange	To match PMS 1585	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P5</b> 918 Yellow	To match PMS 123	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P6</b> Dark Brown	To match PMS 2335	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P7</b> Light Brown	To match PMS 4705	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.
	<b>P8</b> Verizon White	To match PMS white	Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish.

Reflective Vinyl Colors

	Name	Specification	Process
	<b>V1</b> MUTCD Green	To match PMS 342	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V2</b> 918 Blue	To match PMS 2192	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V3</b> 918 Green	To match PMS 2257	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V4</b> 918 Orange	To match PMS 1585	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V5</b> 918 Yellow	To match PMS 123	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V6</b> Dark Brown	To match PMS 2335	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V7</b> White	To match PMS White	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*
	<b>V8</b> Light Brown	To match PMS 4705	Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.*











\*MUST comply with MUTCD section Table 2A-3 Minimum maintained retroreflectivity levels.

Approved Process : Durs t RHO 161 TS printer. Sherine Industries : (604) 513-1887, or approved equal.

NOTE: All 3M products are to be processed and applied according to 3M specifications . The seaming of material is NOT preferred. If the height of a sign panel is greater than 48 inches, the 3M 3930 material should be oriented vertically with stripes at 0 degrees, to avoid the seaming of material. If seaming is required , it should occur at the rule line or between messages .



**Materials**

	<b>Name</b>	<b>Specification</b>	<b>Process</b>
	<b>M1</b> Aluminum	.080" Aluminum or greater	Unpainted aluminum with protective clearcoat
	<b>M2</b> Aluminum Sign post	2" square aluminum post - standard	Painted aluminum
	<b>M3</b> Wood Post	6" or 8" square	Cedar wood post
	<b>M4</b> Graphic panel	Direct Embed Product or Equal	Digital print to panel (M1) or Apply graphic to aluminum panel (M1) <a href="http://www.directembedcoating.com">www.directembedcoating.com</a>
	<b>M5</b> Vinyl Banner	Printed vinyl banner	Pockets to accommodate banner pole arms, Wind cuts if needed tethered to pole.
	<b>M7</b> Wire Mesh	Stainless Steel	Wire Mesh Square, Stainless Steel, Type 304, Welded - Trimmed, 1 x 1 Mesh (Square) 0.120" Thick (11 Gauge) Wire Diameter, 77% Open Area <a href="http://www.mcnichols.com">www.mcnichols.com</a>
	<b>M8</b> Opaque Vinyl	N/A	3M Scotchcal Series opaque vinyl Exterior Grade
	<b>M9</b> Mosaic Tile	N/A	Mosaic Tile version of 918 Trails Logo
	<b>M10</b> Gabion Basket	N/A	3M Scotchcal Series opaque vinyl Exterior Grade
	<b>M11</b> Corrugated metal	Metal	Corrugated Metal roofing Panel

**COLORS & MATERIALS**

Consistent use of a color palette creates a recognizable "system"

The Fabricator is required to submit painted color chips and material samples for approval prior to sign fabrication.

The ADA requires a minimum of 70% contrast between text and background for the legibility.

**ARROWS**

Arrows for Wayfinding signs

**Trail Directional Arrows**



**Bike Directional Arrows**



These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

PEDESTRIAN PICTOGRAMS

Pictograms will be utilized on pedestrian wayfinding elements such as Kiosks, Trail and Signage, and maps. These elements will be well off the trail.


Benefits of pictograms:

- Understandable
- Memorable
- Common Language
- Distinguishable
- Character
- Expandable

The pictograms shown at right are for Pedestrian Signs only. Should a municipality wish to include a pictogram on a Bicycle sign, MUTCD-approved symbols must be used.

---

**AMENITIES**




**Restrooms**  
A4



**Picnic Site**  
A2

---

**ACCESS / INFORMATION**




**Bike Path**  
B1



**Pedestrian Trail**  
B2



**Pets Permitted**  
B3



**Information**  
B4



**Trailhead Parking**  
B5



**River Access**  
B6



**Rollerblading Allowed**  
B7

---

**REGULATORY**



**No ATVs Allowed**  
C1




**No Skateboarding Allowed**  
C2



**Motorcycles Not Allowed**  
C3



**Horseback Riding Not Allowed**  
C4



**Swimming Not Allowed**  
C5



**No Dogs Allowed**  
C6



**No Fishing Allowed**  
C7

---

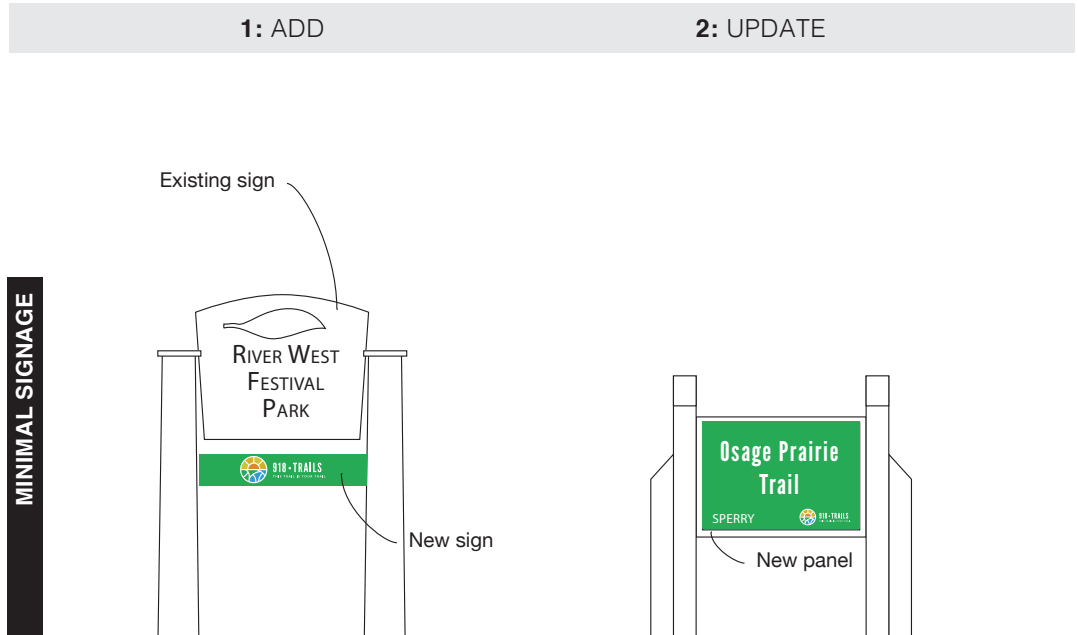
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

This page is intentionally left blank.

# 5 Scenarios of Implementation

**IMPLEMENTATION SCENARIOS**

There are many different existing conditions of Trail ID and Trail Signage in the Tulsa, Oklahoma Region. In some municipalities, sign standards have been established for trails that cross through their boundaries. Implementing the 918 Trails Identity across the region will not be a "one-size-fits-all" solution. At the right is a chart showing 5 possible scenarios of implementation for the Regional Brand. Some municipalities may have more than one of these scenarios existing. Some Municipalities could fall into more than one scenario category, so it will be up to the Municipality to decide which implementation strategy works best for them.



Strong Existing Trail Identity with existing signage

Add **918 TRAILS Brand** to existing elements as a supporting message

Existing Trail Identity ties to municipal ID & existing Signage

Add **BRAND ID** in a way that utilizes existing signage

**EXAMPLES**

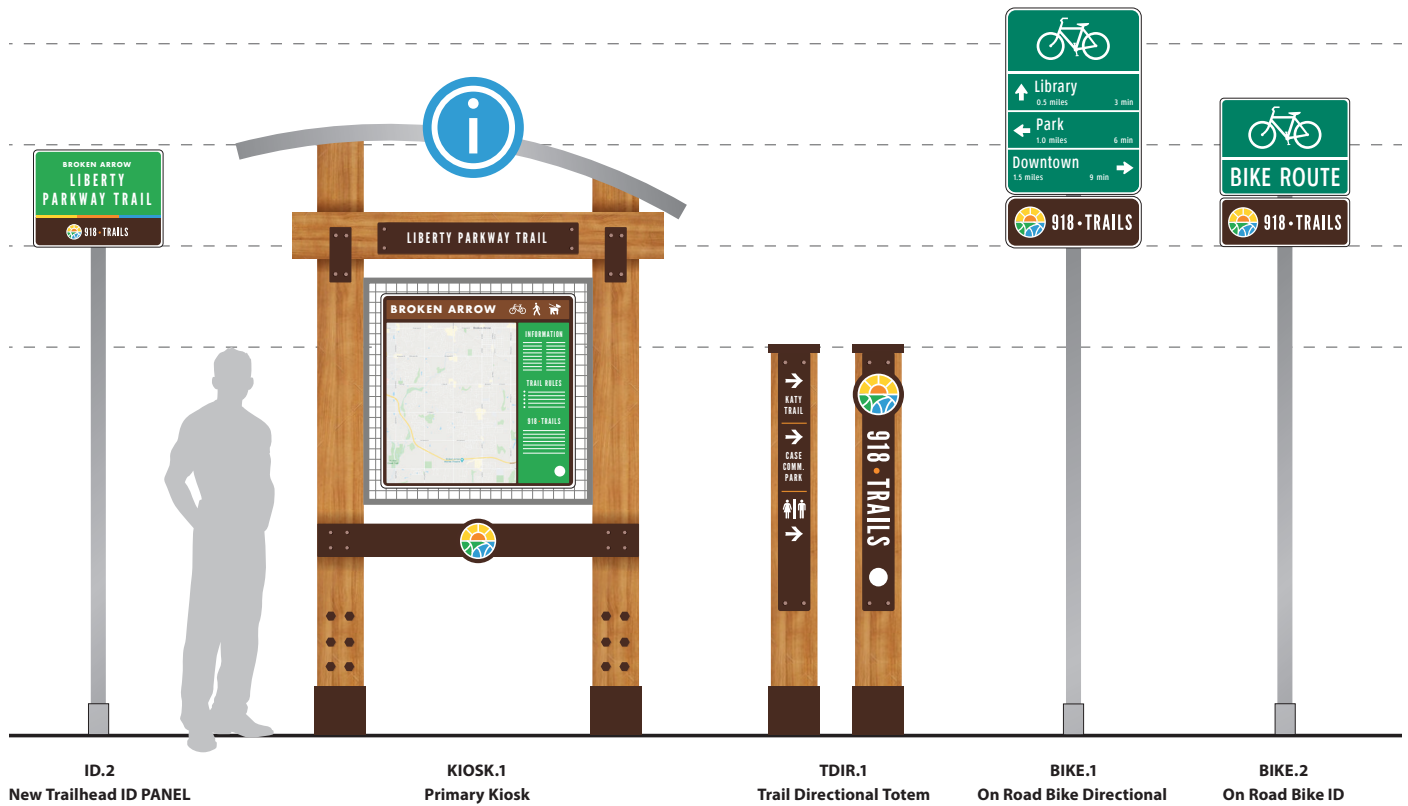




BASE WAYFINDING  
SIGNAGE SYSTEM

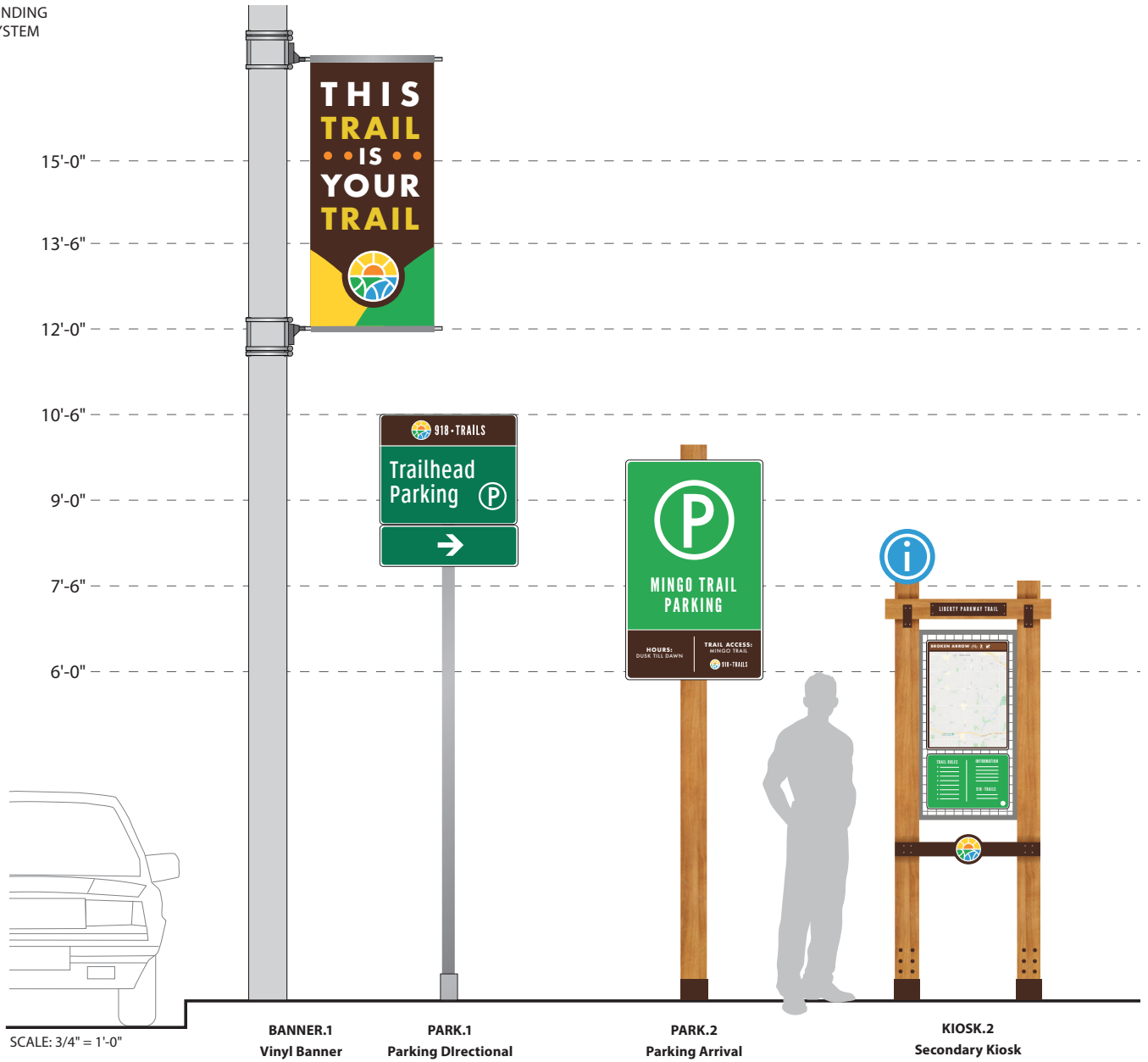


These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



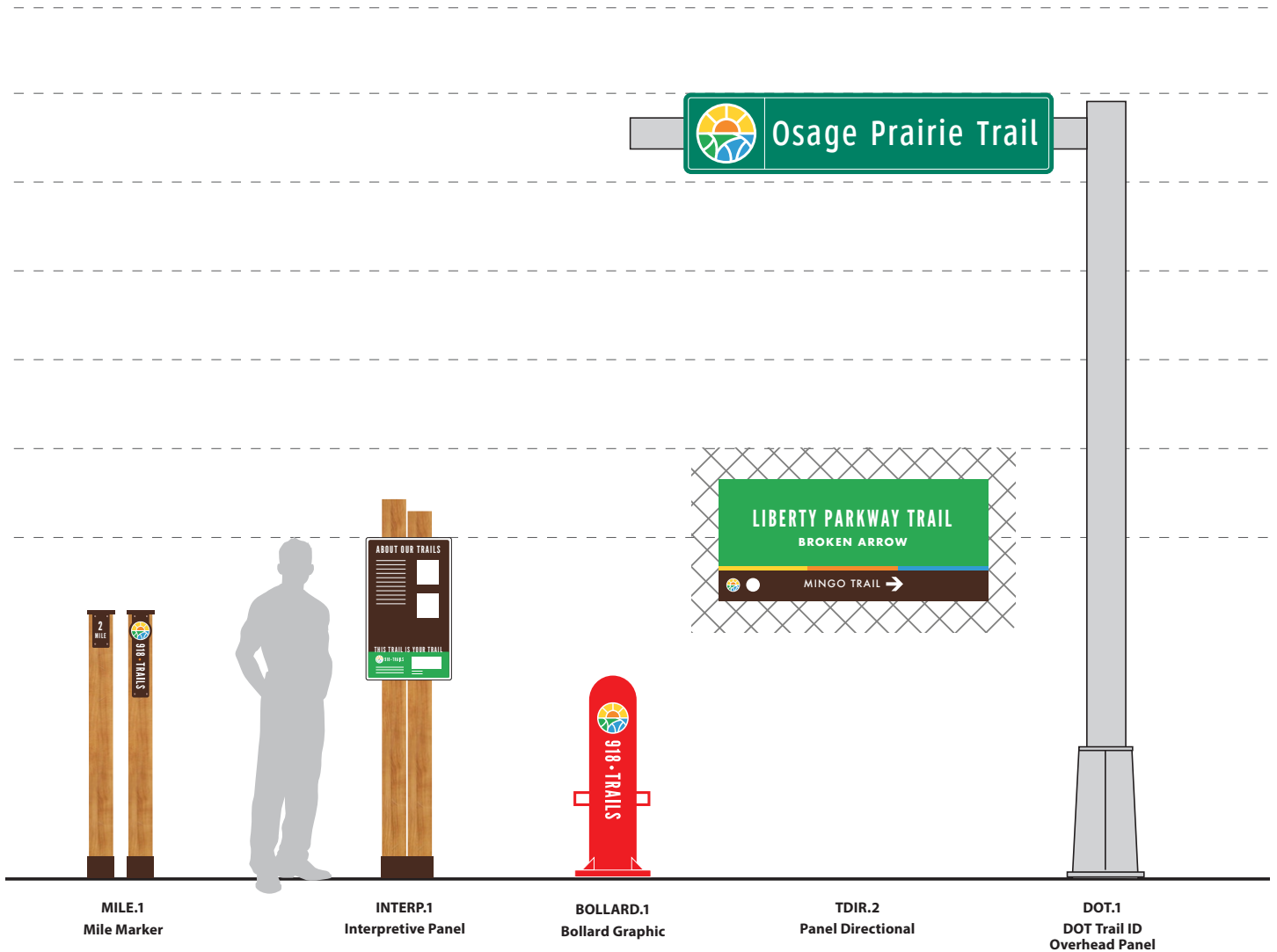
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by legal and legal requirements checked by legal department.

BASE WAYFINDING  
SIGNAGE SYSTEM



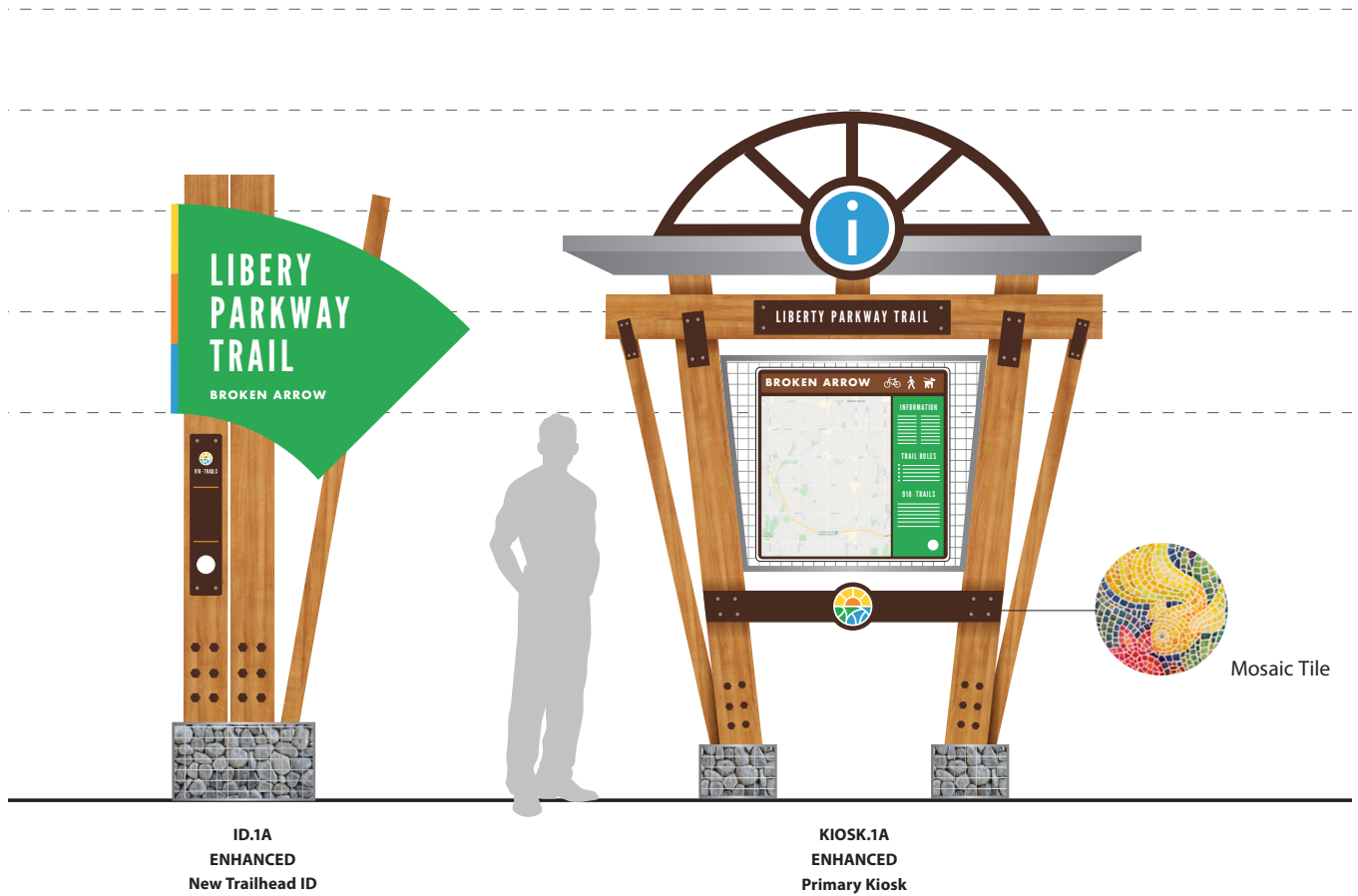
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.





These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings- must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

ENHANCED WAYFINDING  
SIGNAGE ELEMENTS



These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**PANEL.1**  
ADD-ON PANEL

The PANEL.1 Sign type is a Trail Identification Panel placed on an existing trail sign at an entry point to the trail network. It is a sub-panel identifying an entry to the 918 Trails system within a park or other established area.

This sign type will vary in size depending on the existing sign on which it is being placed. The size shown here is for general pricing purposes only. The panel can extend in width by extending the brown area on each end of the panel.

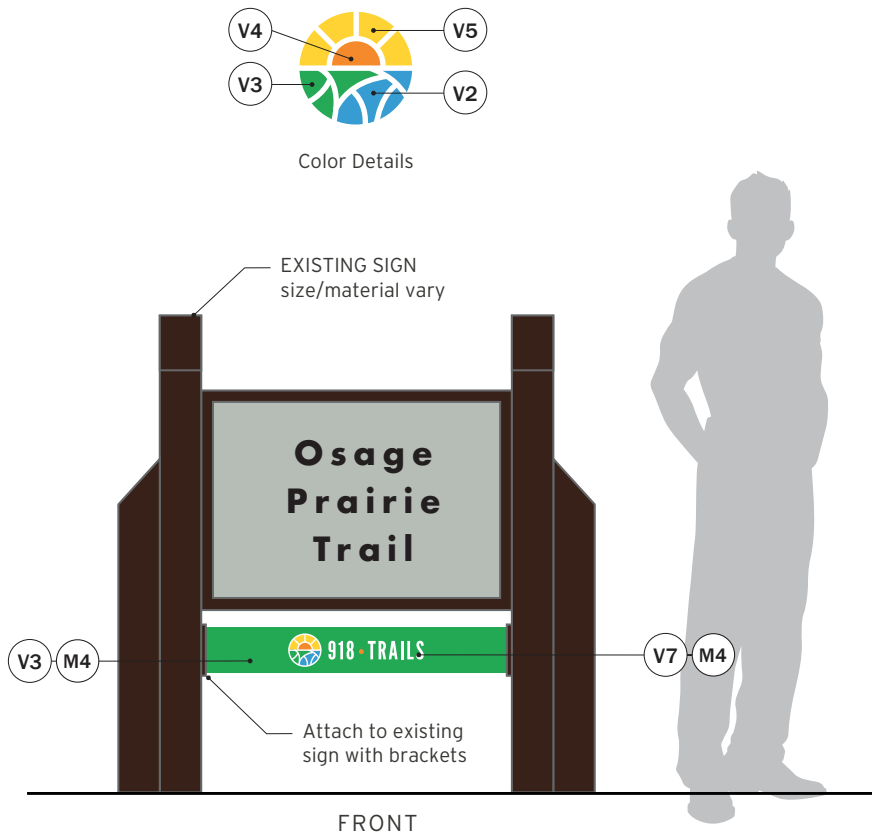
The sign will attach to the existing sign with brackets, or other best mounting method for the existing signs condition and type.

Layouts are shown below for the graphic panel of this sign.

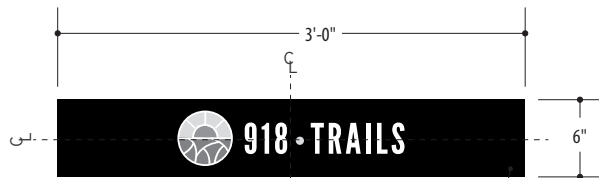
This is a double-sided panel. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



1 **Color Schedule - PANEL.1**  
1/2"=1'



Width of sign panel will vary depending on existing sign design. This width is for general information and pricing only.

2 **Typical Layout Guidelines - PANEL.1**  
3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**PANEL.1**

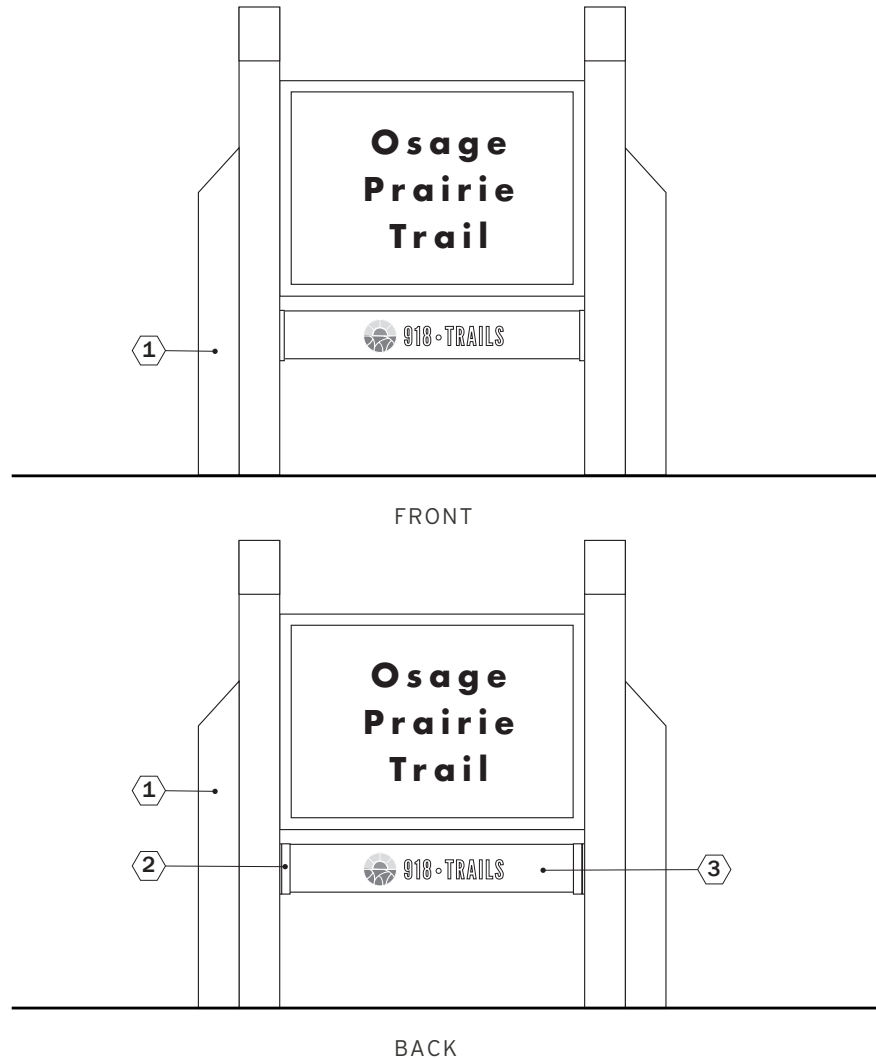
ADD-ON PANEL

The PANEL.1 Sign type is a Trail Identification Panel placed on an existing trail sign at an entry point to the trail network. It is a sub-panel identifying an entry to the 918 Trails system within a park or other established area.

This sign type will vary in size depending on the existing sign on which it is being placed. The size shown here is for general pricing purposes only. The panel can extend in width by extending the brown area on each end of the panel.

The sign will attach to the existing sign with brackets, or other best mounting method for the existing signs condition and type.

This is a double-sided panel. The back of the sign is a mirror of the front.



**1 Elevations PANEL.1**  
scale: 1/2"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

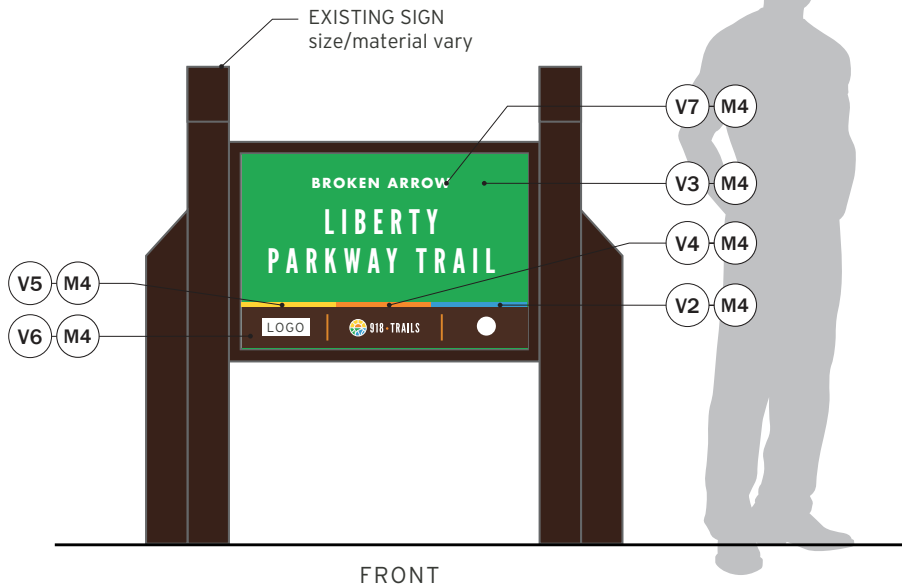
- 1** Existing Trail sign - sizes and styles will vary - this is shown as an example only
- 2** Sign Bracket: Two Aluminum L-angles, mechanically fasten to existing sign posts, hold sign panel with set screws
- 3** 1/4" thick graphic panel - double-sided. Direct Embed Process or Equal.

**NOTES:**  
This design is to be followed as closely as possible for use on existing signage where there is access to the 918 Trails System.

Panel sizes and mounting methods will need to be assessed at each location this sign is used.



Color Details



**PANEL.2**

REPLACEMENT PANEL

The PANEL.2 Sign type is a Trail Identification Panel placed on an existing trail sign at an entry point to the trail network. It replaces the existing trailhead panel on both sides of the sign structure.

This sign type will vary in size depending on the existing sign on which it is being placed. The size shown here is for general pricing purposes only. The panel can extend in width by extending the brown area on each end of the panel.

The panel will mechanically fasten to the existing sign with tamper-resistant hardware or other best mounting method for the existing sign condition and type.

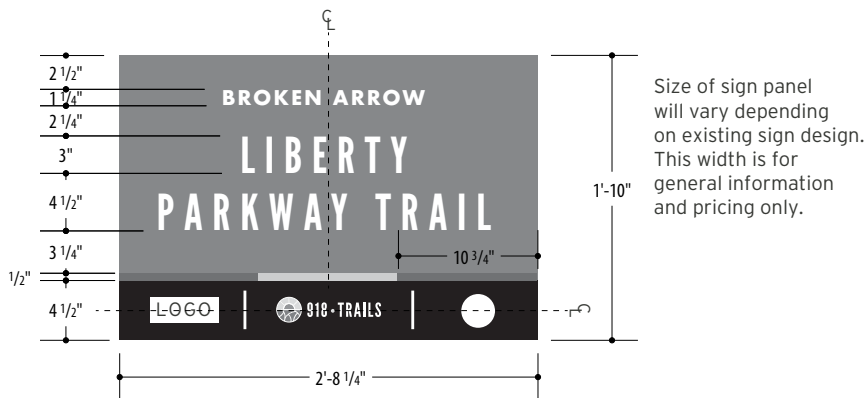
Layouts are shown below for the graphic panel of this sign.

This is a double-sided sign. Two panels are needed for this installation. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

1 Color Schedule - PANEL.2  
1/2"=1'



Size of sign panel will vary depending on existing sign design. This width is for general information and pricing only.

2 Typical Layout Guidelines - PANEL.2  
3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**PANEL.2**

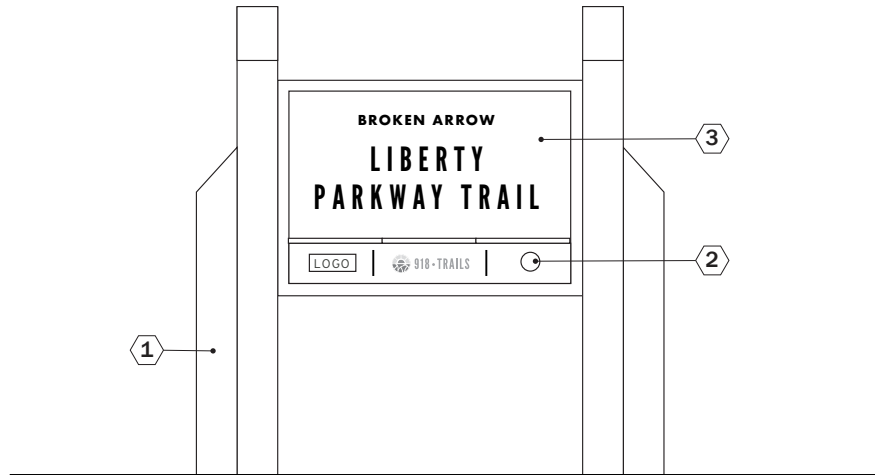
REPLACEMENT PANEL

The PANEL.2 Sign type is a Trail Identification Panel placed on an existing trail sign at an entry point to the trail network. It replaces the existing trailhead panel on both sides of the sign structure.

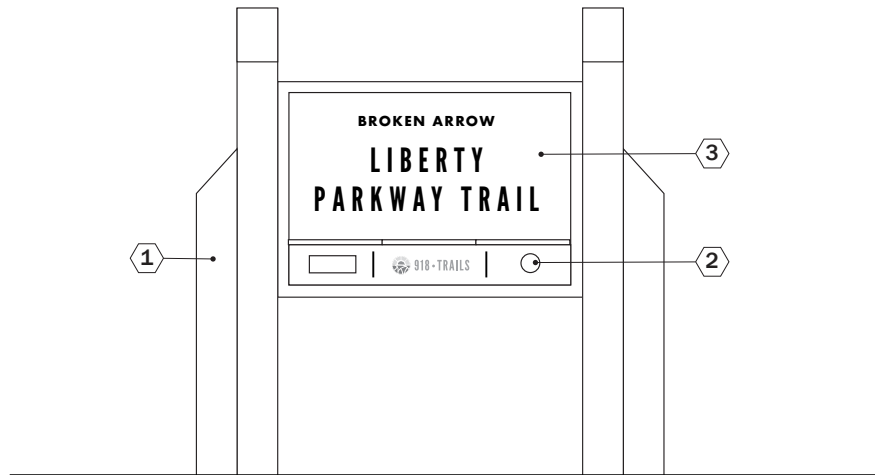
This sign type will vary in size depending on the existing sign on which it is being placed. The size shown here is for general pricing purposes only. The panel can extend in width by extending the brown area on each end of the panel.

The panel will mechanically fasten to the existing sign with tamper-resistant hardware or other best mounting method for the existing sign condition and type.

This is a double-sided sign. Two panels are needed for this installation. The back of the sign is a mirror of the front.



FRONT



BACK

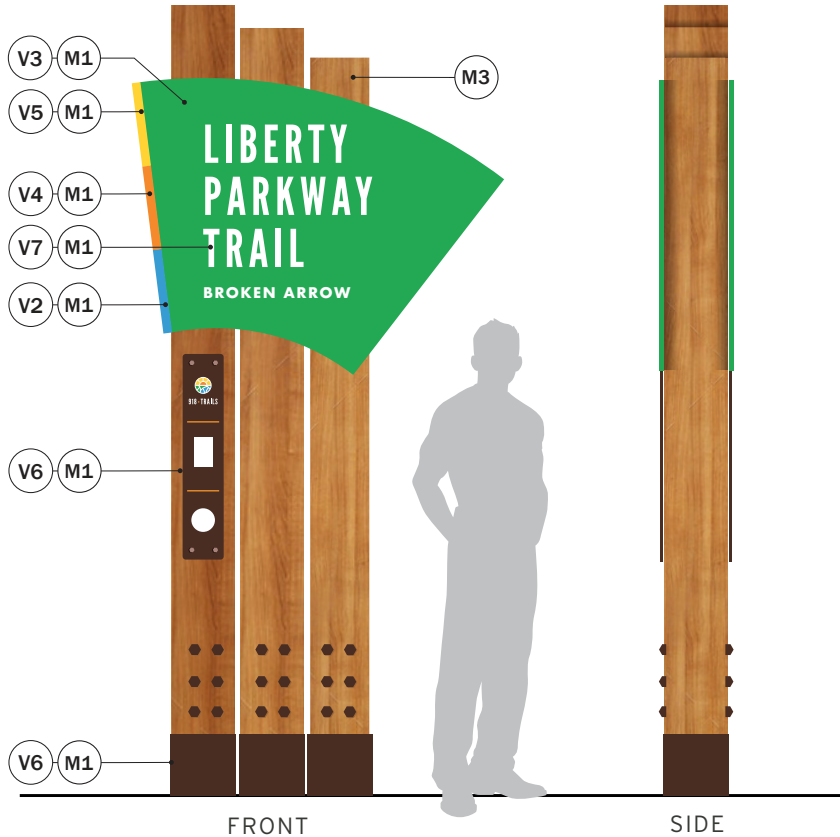
**1 Elevations PANEL.2**  
scale: 1/2"=1'-0"

- 1** Existing Trail sign - sizes and styles will vary - this is shown as an example only
- 2** Opportunity for sponsorship recognition graphic
- 3** 1/4' thick graphic panels - QTY: 2 - one panel per side. Mechanically fasten panel to existing sign structure. Direct Embed Product or equal.

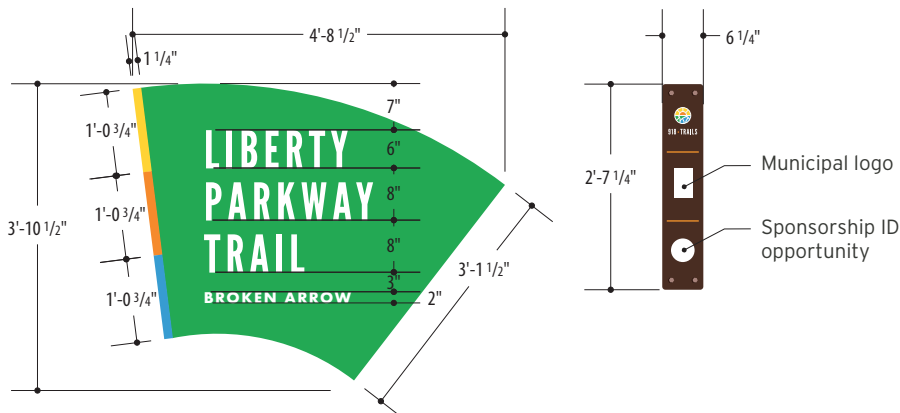
**NOTES:**  
This design is to be followed as closely as possible for use on existing signage where there is access to the 918 Trails System.

Panel sizes and mounting methods will need to be assessed at each location this sign is used.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



1 Color Schedule - ID.1  
3/8"=1'



2 Typical Layout Guidelines - ID.1  
3/8"=1'

**ID.1**

TRAIL ID MONUMENT

The ID.1 Sign type is a Trail Identification Monument placed at significant entry points to the trail system such as trailhead areas with parking. It highlights a specific trail name or logo, and identifies the trail as part of the 918 Trails system. There is space for 2 additional logos to be displayed as well.

Aluminum panels are mechanically fastened to cedar wood posts. Large Bolts/fasteners are used as a decorative element at the bottom of the wood posts.

Layouts are shown below for the graphic panel of this sign.

This is a double-sided sign. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to page 2.47 for enhancements available for this sign type.

Refer to the following page for an elevation drawing of this sign type.

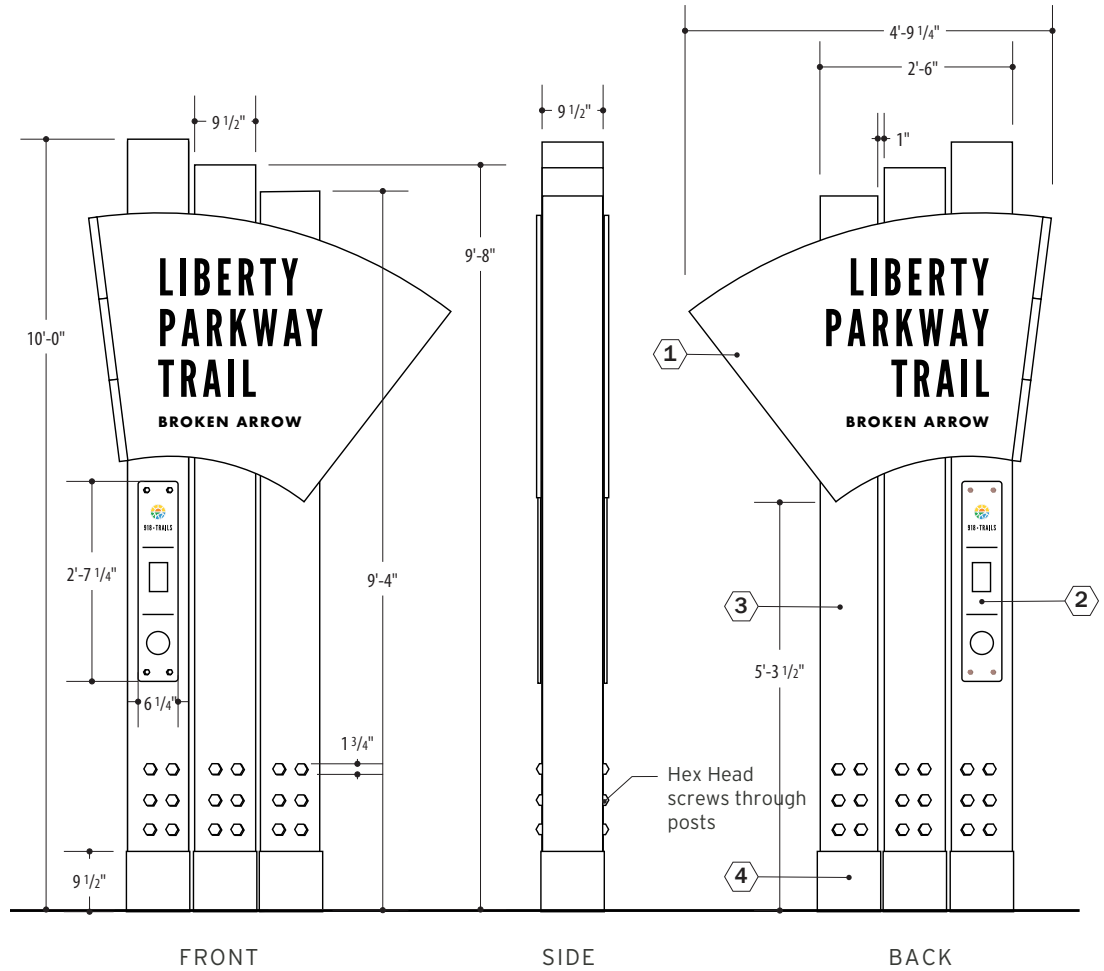
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**ID.1**

TRAIL ID MONUMENT

The ID.1 Sign type is a Trail Identification Monument placed at significant entry points to the trail system such as trailhead areas with parking. It highlights a specific trail name or logo, and identifies the trail as part of the 918 Trails system. There is space for 2 additional logos to be displayed as well.

Aluminum panels are mechanically fastened to cedar wood posts. Large Bolts/fasteners are used as a decorative element at the bottom of the wood posts.



**1 Elevations ID.1**  
scale: 3/8"=1'-0"

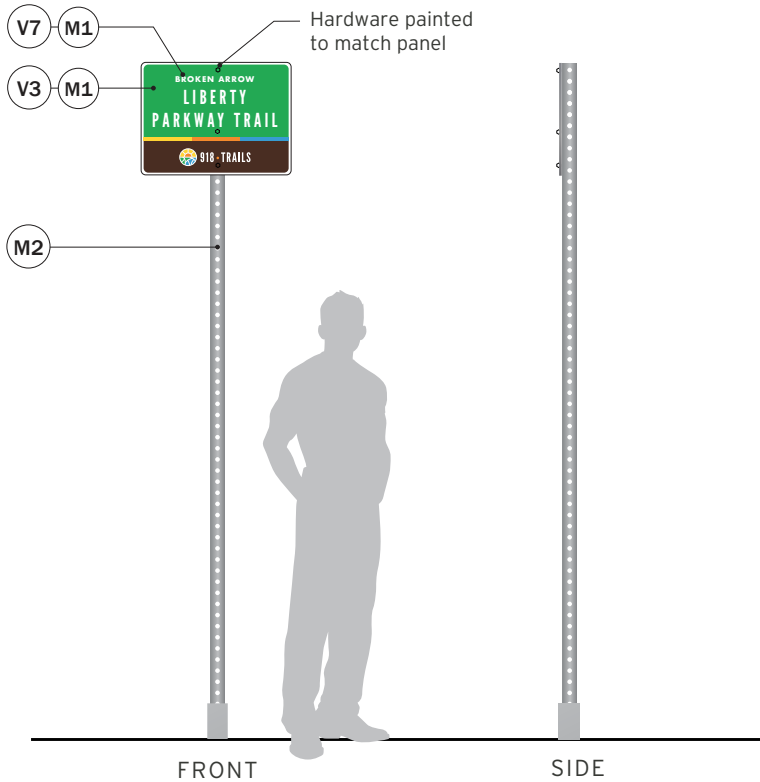
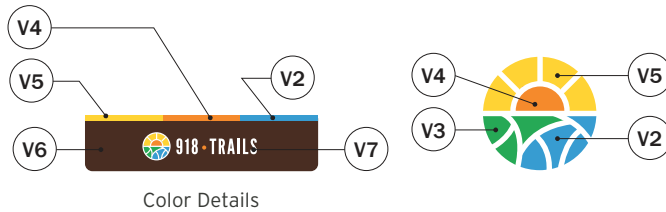
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1** 1/4" thk aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to wood post
- 2** 0.80 aluminum panel (or greater) with vinyl graphics, mechanically fastened to wood post
- 3** 10x10 Cedar Post
- 4** 0.80 aluminum collar (or greater) mechanically fastened to wood post

**NOTES:**  
Locate sign panel edge at least 2ft off path or road.

Breakaway system required if located along road.





1 Color Schedule - ID.2  
3/8"=1'



2 Typical Layout Guidelines - ID.2  
3/4"=1'

**ID.2**

TRAIL ENTRY SIGN

The ID.2 Sign type is a Trail Identification Sign placed at entry points to the trail network where there is limited space. It highlights a specific trail name or established trail identity logo as part of the 918 Trails System.

The aluminum pole has a standard MUTCD breakaway system.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied. The panel is mechanically fastened to the sign post.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

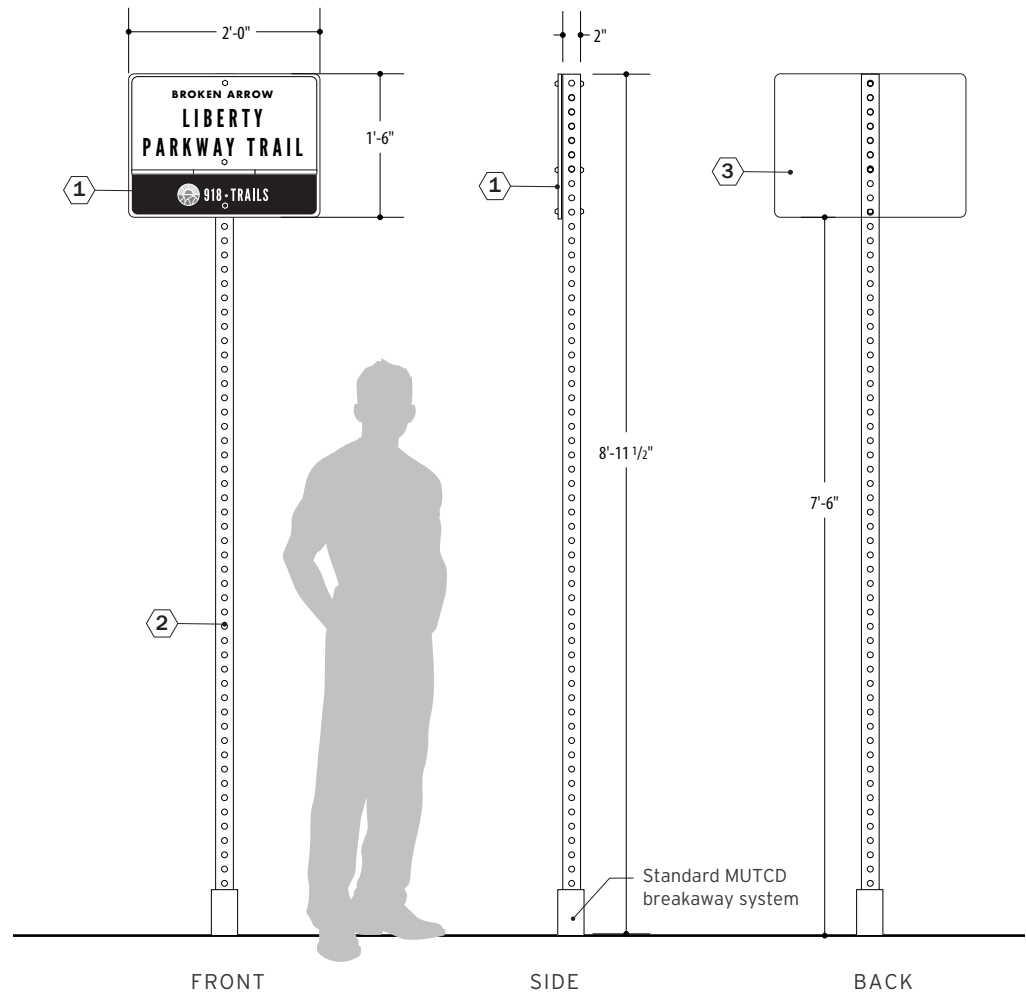
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**ID.2**

TRAIL ENTRY SIGN

The ID.2 Sign type is a Trail Identification Sign placed at entry points to the trail network where there is limited space. It highlights a specific trail name or established trail identity logo as part of the 918 Trails System.

The aluminum pole has a standard MUTCD breakaway system.



**1 Elevations ID.2**  
scale: 1/2"=1'-0"

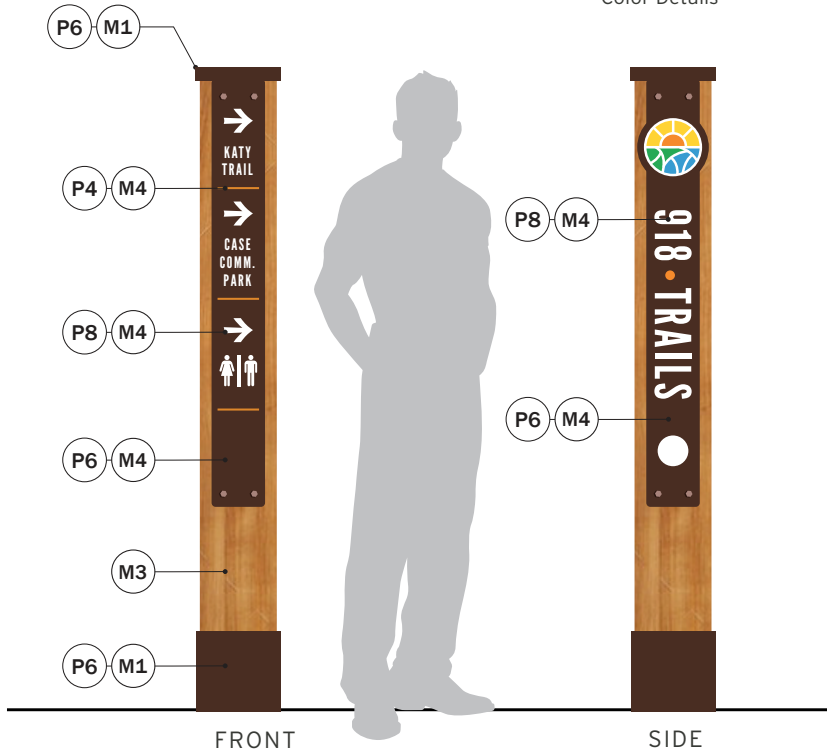
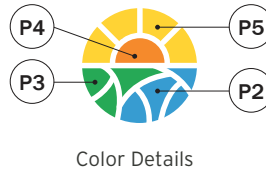
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1** 0.80 aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to 2" aluminum sq tube
- 2** Aluminum 2" sq tube
- 3** Unpainted aluminum with protective clear coat applied

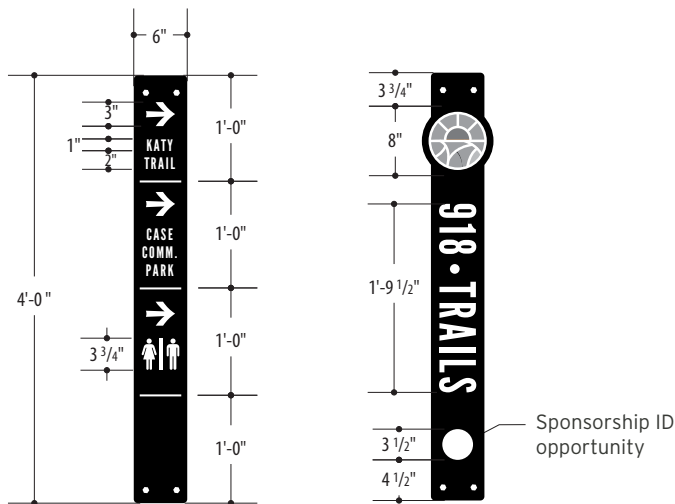
**NOTES:**  
Locate sign panel edge at least 2ft off path or road.

Breakaway post required if located along road.

Direct bury if located along paved trail, with bottom of sign at 5ft from the ground.



1 Color Schedule - TDIR.1  
1/2"=1'



2 Typical Layout Guidelines - TDIR.1  
1/2"=1'

**TDIR.1**

TRAIL DIRECTIONAL TOTEM

The TDIR.1 Sign type is an informational sign for all trail users and provides directional information to destinations, amenities, and trail connections. These signs are located along the trail and are double-sided. They promote the 918 Trails brand on the sides.

As shown, a maximum of 4 listings may be shown on each side of the totem.

A Layout is shown below for the graphic panels on this sign.

This is a double-sided sign. This sign is **NOT** reflective. Paint colors are given to match.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**TDIR.1**

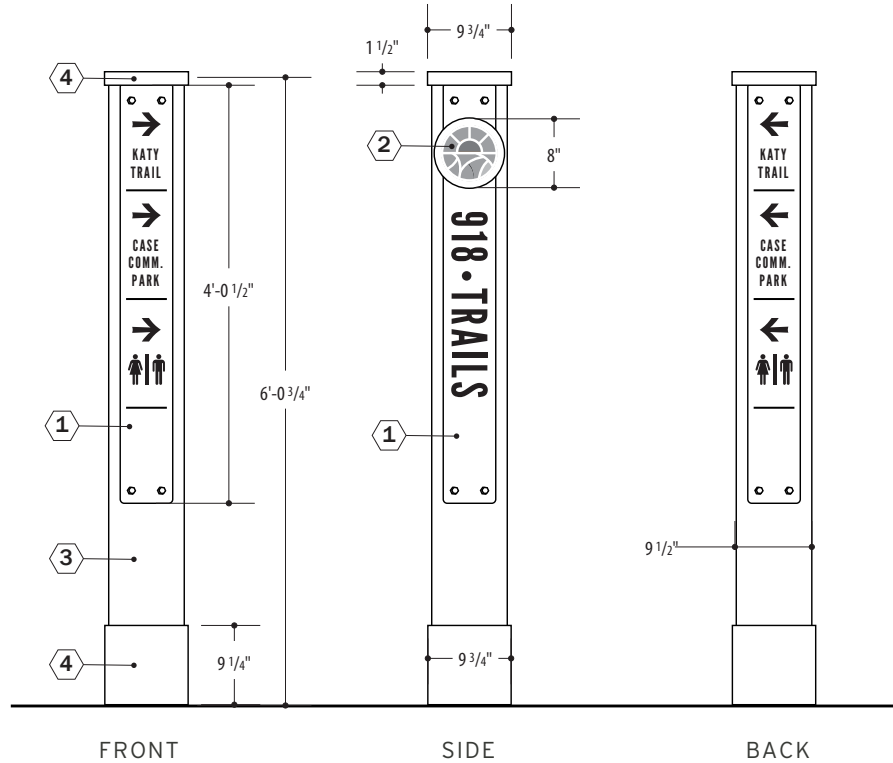
TRAIL DIRECTIONAL TOTEM

The TDIR.1 Sign type is an informational sign for all trail users and provides directional information to destinations, amenities, and trail connections. These signs are located along the trail and are double-sided. They promote the 918 Trails brand on the sides.

As shown, a maximum of 4 listings may be shown on each side of the totem.

This is a double-sided sign. This sign is **NOT** reflective. Paint colors are given to match.

Refer to page 2.4 for the paint and material callouts on this drawing.

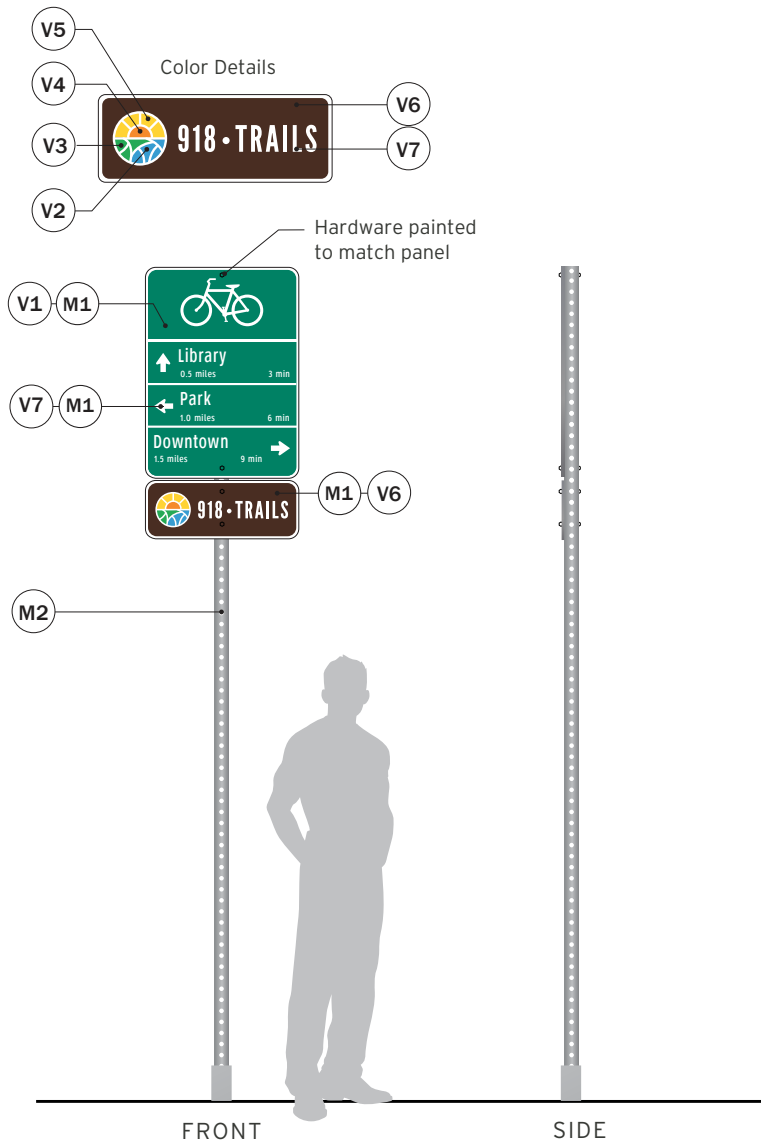


**1 Elevations TDIR.1**  
scale: 1/2"=1'-0"

- 1** 1/4" thk graphic panel with vinyl graphics, mechanically fastened to wood post
- 2** 0.80 aluminum (or greater) with vinyl graphics, mechanically fastened to wood post
- 3** 10x10 Cedar Post
- 4** 0.80 aluminum collar/ pole cap mechanically fastened to wood post

NOTES:  
Locate sign panel edge at least 2ft off path or road.  
Breakaway system required if located along road.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



**BIKE.1**  
ON ROAD BIKE  
DIRECTIONAL SIGN

The BIKE.1 Sign type is a sign to be used on a road segment of a trail that is part of the 918 Trail system.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The top panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts. The sign face is reflective vinyl.

The bottom panel is an enhancement marker with the 918 Trails brand. Layouts are shown below for the graphic panels of this sign.

The aluminum pole has a standard MUTCD breakaway system.

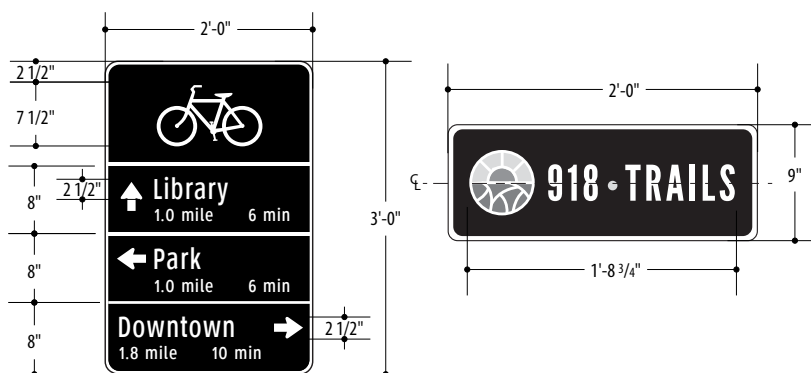
Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied. The panel is mechanically fastened to the sign post.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

**1 Color Schedule - BIKE.1**  
3/8"=1'



**2 Typical Layout Guidelines - BIKE.2**  
3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**BIKE.1**  
ON ROAD BIKE  
DIRECTIONAL SIGN

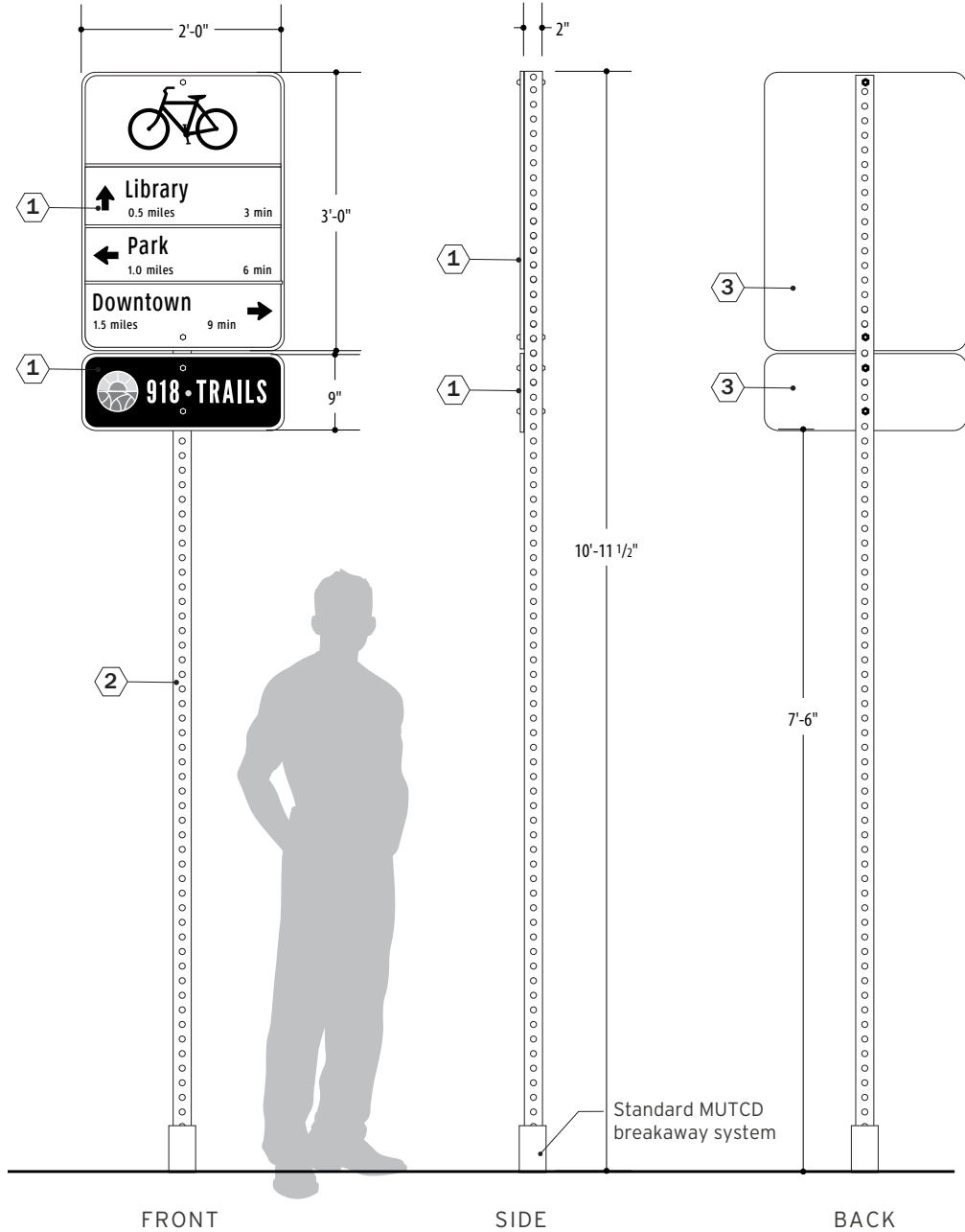
The BIKE.1 Sign type is a sign to be used on a road segment of a 918 Trails System.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The top panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts. The sign face is reflective vinyl.

The bottom panel is an enhancement marker with the 918 Trails brand. Layouts are shown below for the graphic panels of this sign.

The aluminum pole has a standard MUTCD breakaway system.

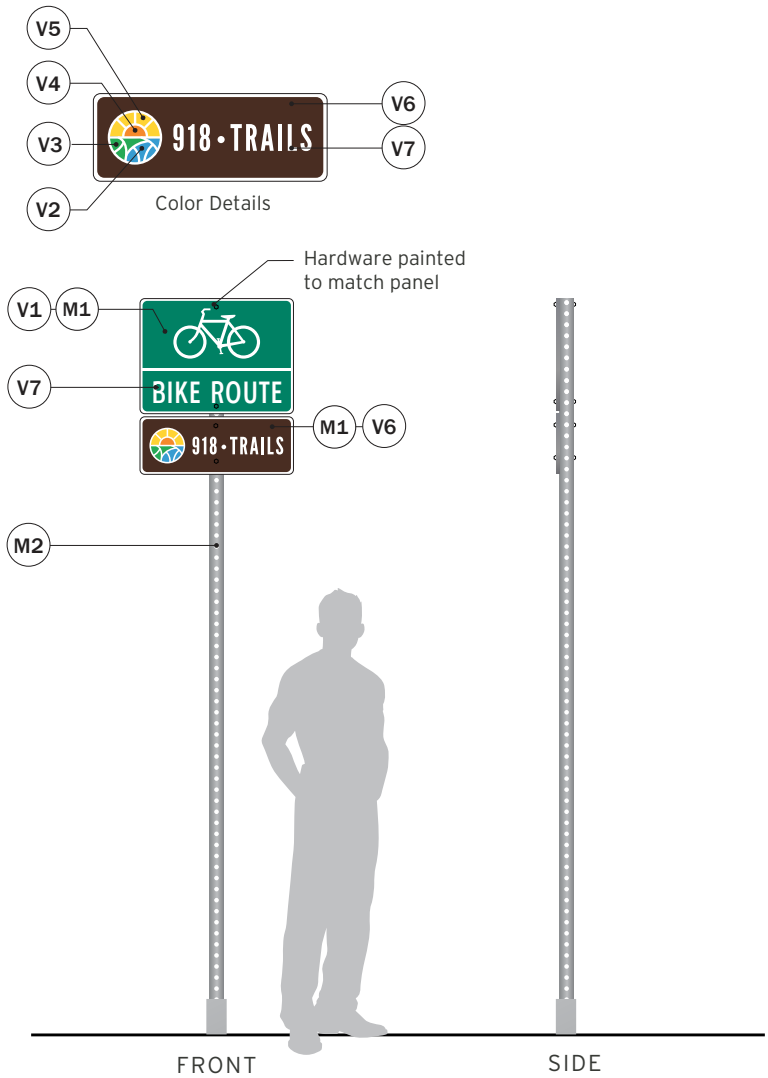
NOTE: Any destination more than one word or longer than 12 letters will need to use a 30" wide or longer panel to ensure legibility.



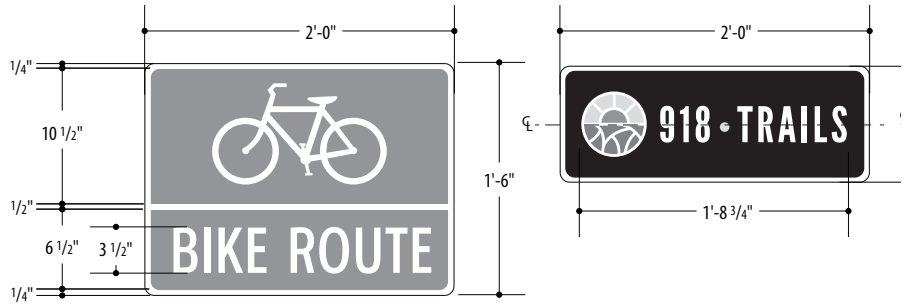
**1 Elevations BIKE.1**  
scale: 1/2"=1'-0"

- 1** 0.80 aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to 2" aluminum sq tube
- 2** Aluminum 2" sq tube
- 3** Unpainted aluminum with protective clear coat applied

**NOTES:**  
Locate sign panel edge at least 2ft off path or road.  
Breakaway post required if located along road  
Direct bury if located along paved trail, with bottom of sign at 5ft from the ground.



1 Color Schedule - BIKE.2  
3/8"=1'



2 Typical Layout Guidelines - BIKE.2  
3/4"=1'

**BIKE.2**

ON ROAD BIKE ID SIGN

The BIKE.2 Sign type is a sign to be used on a road segment of a trail that is part of the 918 Trails system

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The top panel uses MUTCD approved typefaces, arrows, icons and standard background colors.

The aluminum pole has a standard MUTCD breakaway system.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied. The panel is mechanically fastened to the sign post.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

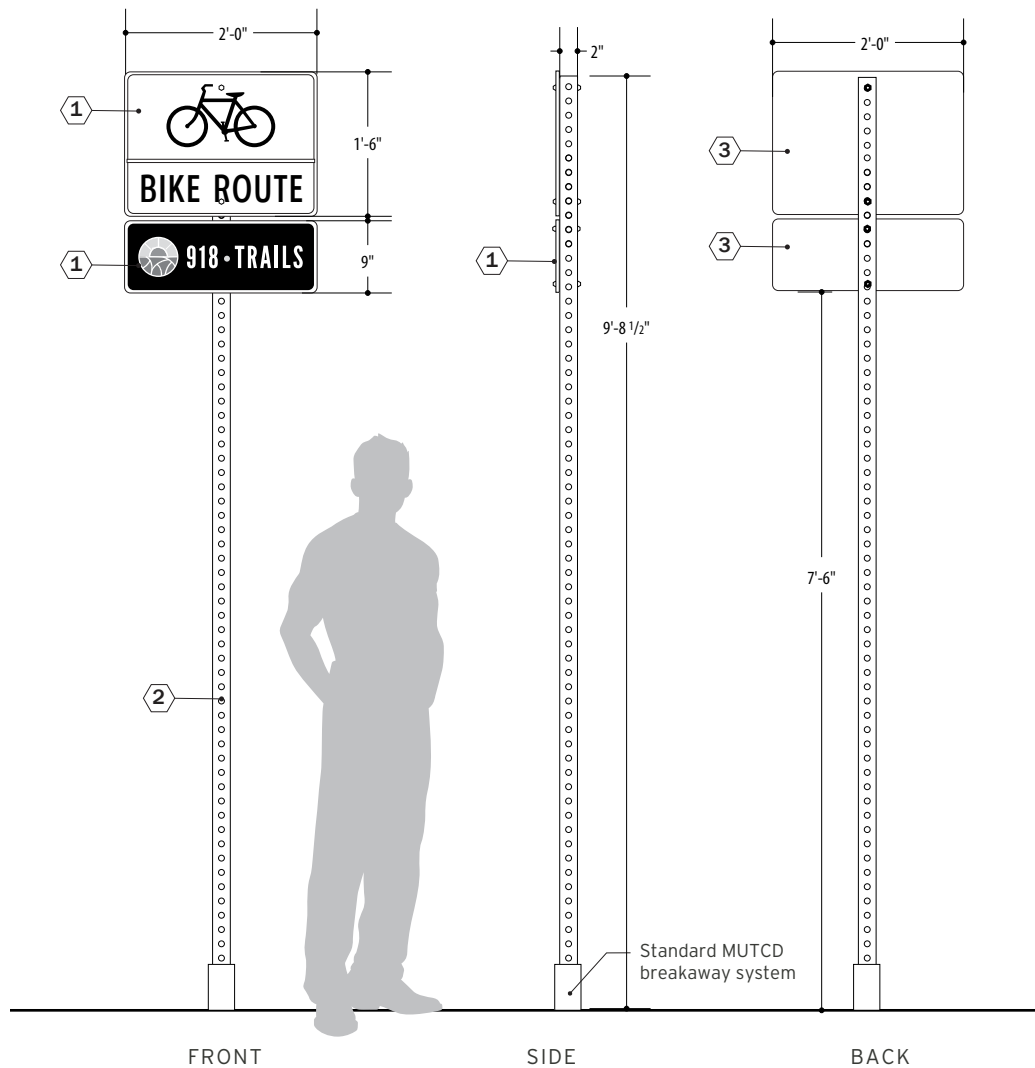
**BIKE.2**

ON ROAD BIKE ID SIGN

The BIKE.2 Sign type is a sign to be used on a road segment of a trail that is part of the 918 Trails system

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The top panel uses MUTCD approved typefaces, arrows, icons and standard background colors.

The aluminum pole has a standard MUTCD breakaway system.



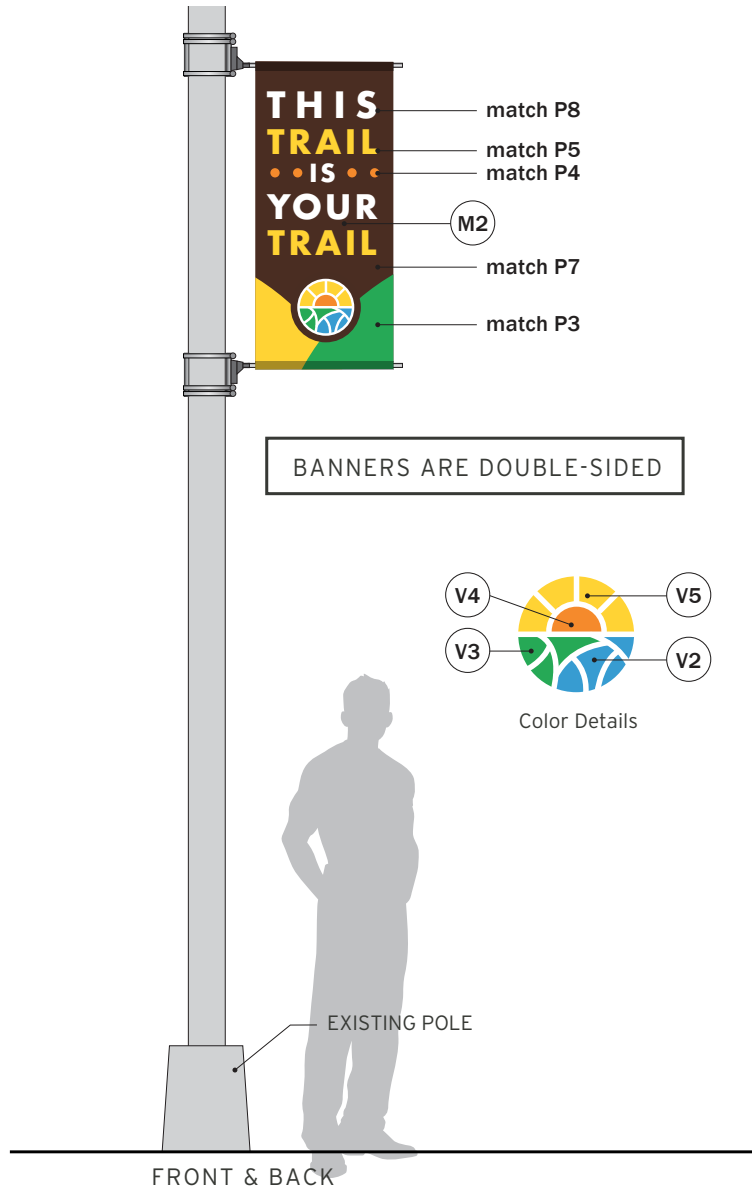
**1 Elevations BIKE.2**  
scale: 1/2"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1** 0.80 aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to 2" aluminum sq tube
- 2** Aluminum 2" sq tube
- 3** Unpainted aluminum with protective clear coat applied

- NOTES:**  
Locate sign panel edge at least 2ft off path or road.  
Breakaway post required if located along road.  
Direct bury if located along paved trail, with bottom of sign at 5ft from the ground.





**BANNER.1**  
TRAIL BANNERS

The BANNER.1 Sign type are sign types to be used in a variety of trail wayfinding scenarios, but their main goal is to brand the trail system and create awareness of 918 Trails. These banners can be installed on existing poles with banner brackets.

BANNER.1 displays the Tulsa 918 Trails brand tagline

Layouts are shown below for these sign types.

Banners are double-sided vinyl. One pole-side corner has a grommited hole for anchoring the banner to the pole or bracket.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

**1 Color Schedule - BANNERS.1**  
3/8"=1'



**2 Typical Layout Guidelines - BANNERS.1**  
3/8"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

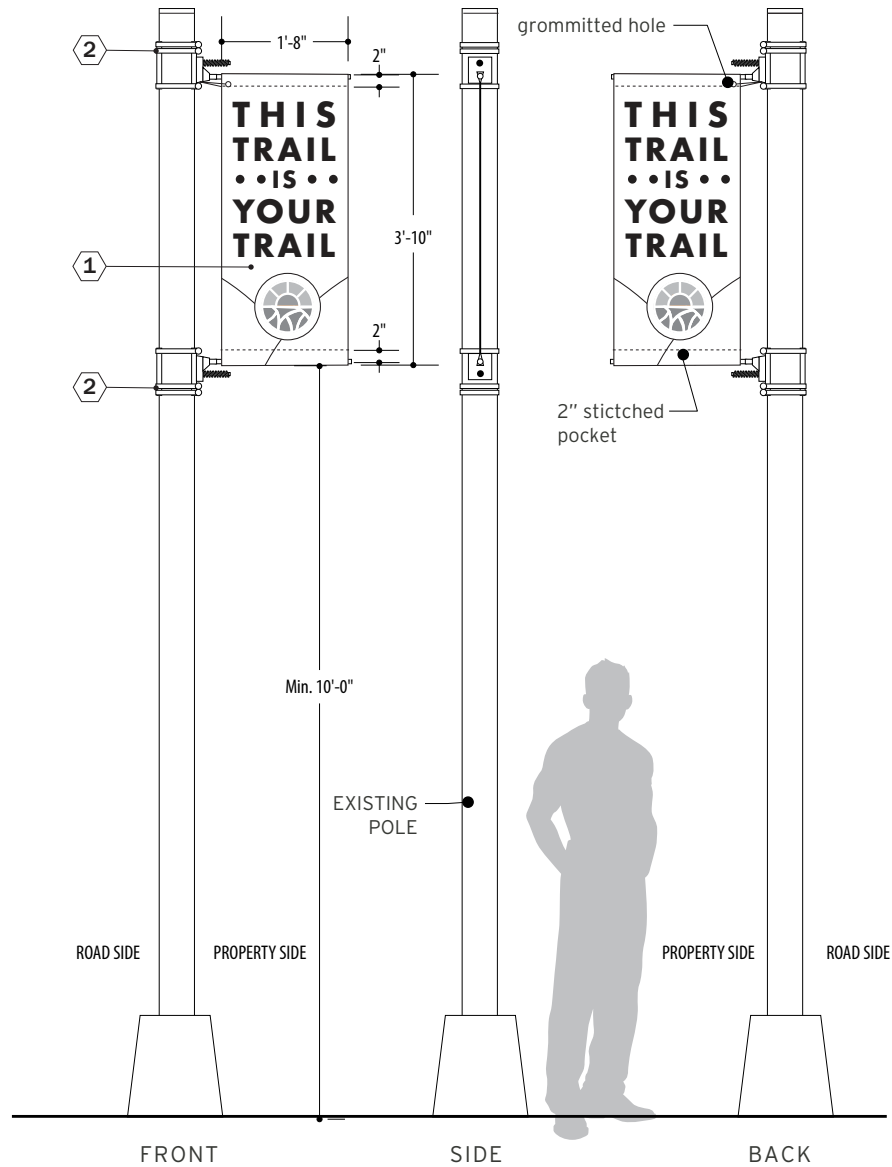
**BANNER.1**

TRAIL BANNERS

The BANNER.1 Sign type are sign types to be used in a variety of trail wayfinding scenarios, but their main goal is to brand the trail system and create awareness of 918 Trails. These banners can be installed on existing poles with banner brackets.

BANNER.1 displays the Tulsa 918 Trails brand tagline

Banners are double-sided vinyl. One pole-side corner has a grommited hole for anchoring the banner to the pole or bracket.



**1 Elevations BANNERS.1**

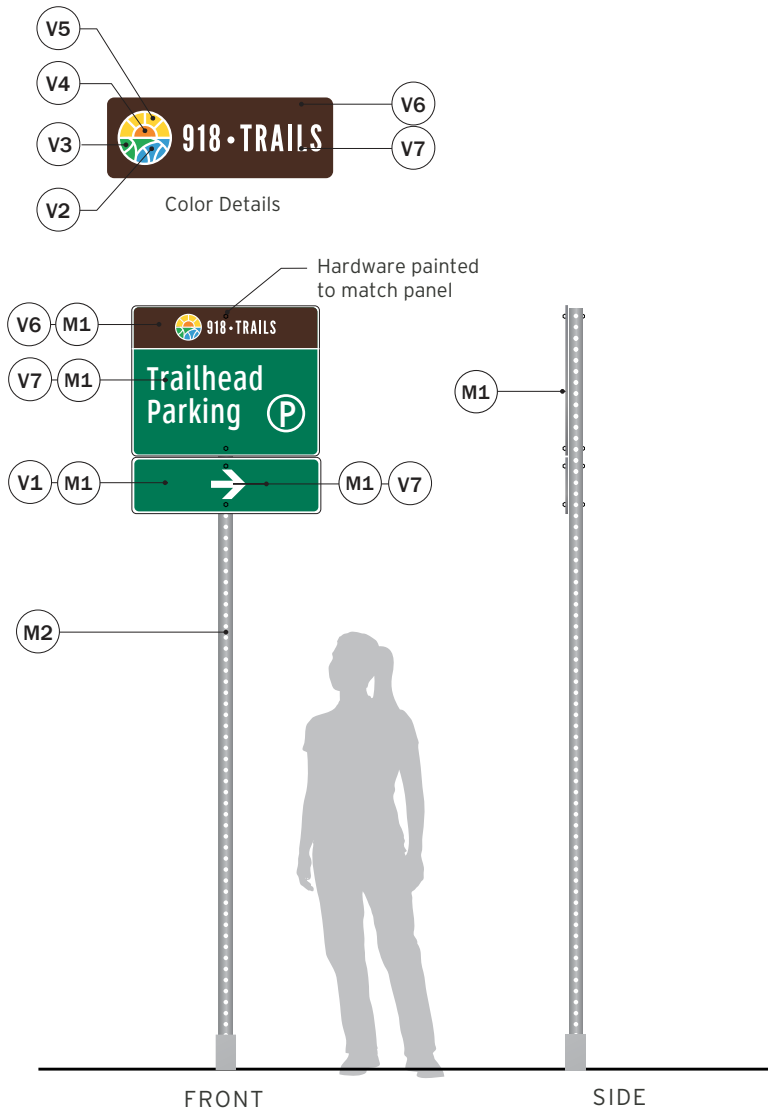
scale: 3/8"=1'-0"

- 1 Double-sided printed vinyl banners(wind slits cut as needed) with 2" pocket for banner pole, anchored with cable through grommited hole
- 2 BannerFlex bracket system

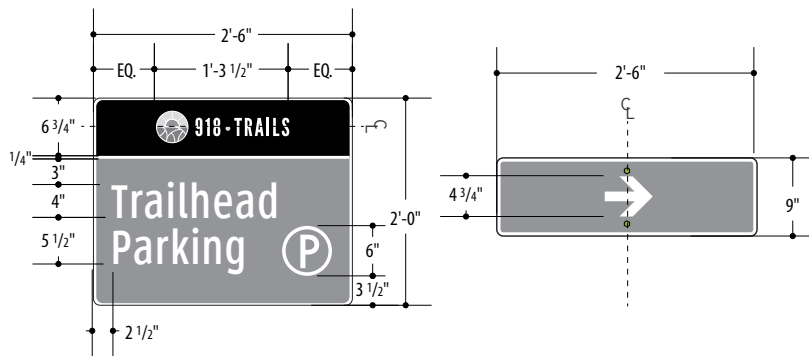
NOTES:  
Locate on existing poles - pole type may vary.

Banner have grommited hole in upper pole-side corner to anchor banner to pole or bracket

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



1 Color Schedule - PARK.1  
3/8"=1'



2 Typical Layout Guidelines - PARK.1  
1/2"=1'

**PARK.1**

PARKING DIRECTIONAL

The PARK.1 Sign type is a Trailhead Parking directional Sign placed 100ft prior to entry points of trailhead parking areas.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors. The sign face is reflective vinyl.

The top of the sign is an enhancement marker with the 918 Trails brand. Layouts are shown below for the graphic panels of this sign.

The aluminum pole has a standard MUTCD breakaway system.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**PARK.1**

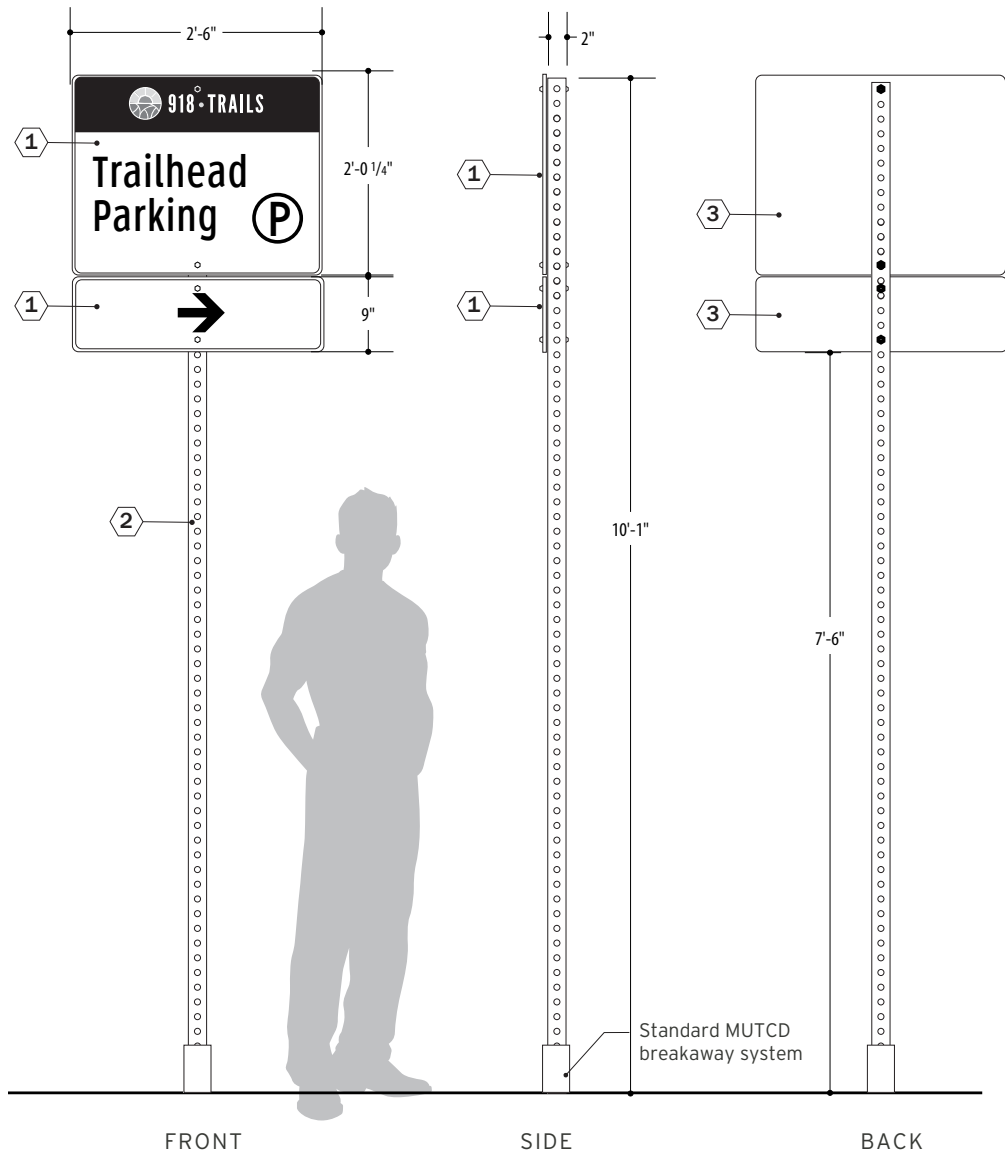
PARKING DIRECTIONAL

The PARK.1 Sign type is a Trailhead Parking directional Sign placed 100ft prior to entry points of trailhead parking areas.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors. The sign face is reflective vinyl.

The top of the sign is an enhancement marker with the 918 Trails brand. Layouts are shown below for the graphic panels of this sign.

The aluminum pole has a standard MUTCD breakaway system.



**1 Elevations PARK.1**  
scale: 1/2"=1'-0"

- 1** 0.80 aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to 2" aluminum sq tube
- 2** Aluminum 2" sq tube
- 3** Unpainted aluminum with protective clear coat applied

**NOTES:**  
Locate sign panel edge at least 2ft off path or road.  
Breakaway post required if located along road.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



**PARK.2**  
PARKING ARRIVAL

The PARK.1 Sign type is a Trailhead Parking directional Sign placed 100ft prior to entry points of trailhead parking areas.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors. The sign face is reflective vinyl.

The top of the sign is an enhancement marker with the 918 Trails brand. Layouts are shown below for the graphic panels of this sign.

The aluminum pole has a standard MUTCD breakaway system.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

1 **Color Schedule - PARK.2**  
3/8"=1'



2 **Typical Layout Guidelines - PARK.2**  
1/2"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**PARK.2**

PARKING ARRIVAL

The PARK.1 Sign type is a Trail-head Parking directional Sign placed 100ft prior to entry points of trailhead parking areas.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors. The sign face is reflective vinyl.

The top of the sign is an enhancement marker with the 918 Trails brand. Layouts are shown below for the graphic panels of this sign.

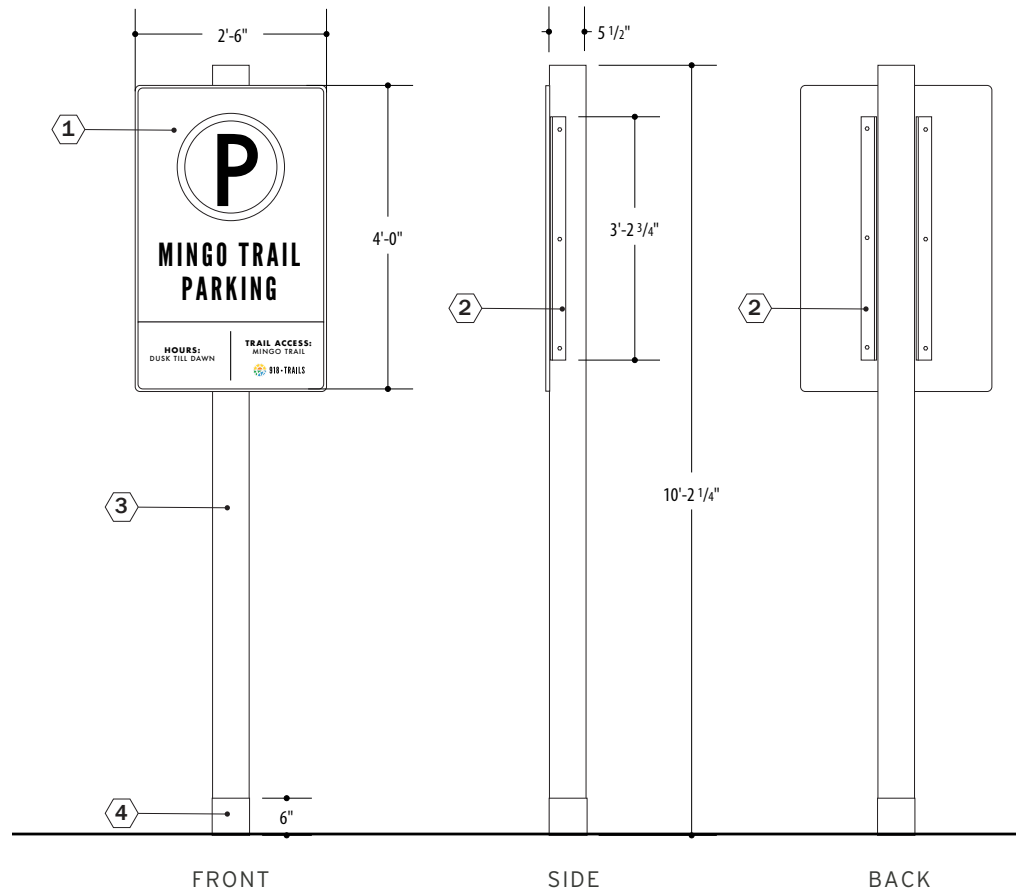
The aluminum pole has a standard MUTCD breakaway system.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



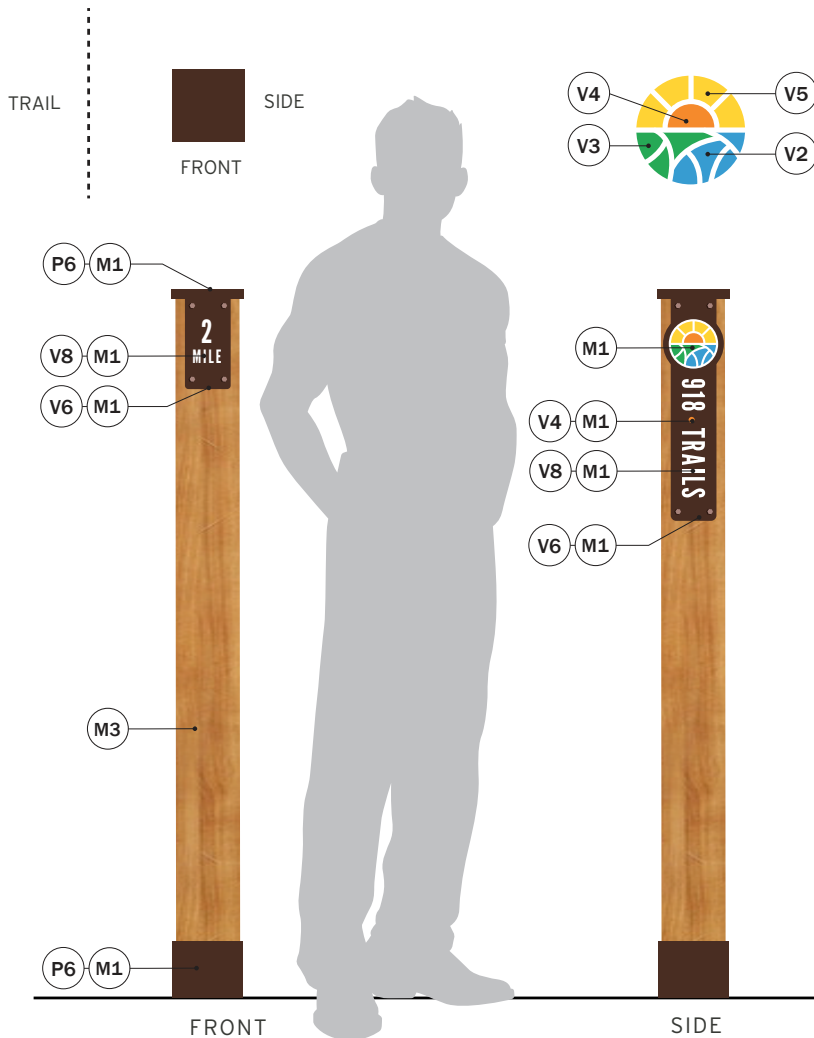
**1 Elevations PARK.2**  
scale: 3/8"=1'-0"

- 1** 1/4" thk aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to L-Brackets
- 2** 1/4" thk aluminum L-Brackets, mechanically fastened to wood post
- 3** 6 x 6 Cedar Post
- 4** 0.80 aluminum collar (or greater) mechanically fastened to wood post

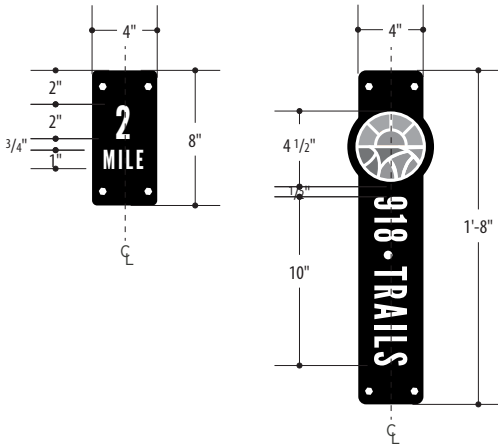
**NOTES:**  
Locate sign panel edge at least 2ft off path or road.

Breakaway system required if located along

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



1 Color Schedule - MILE.1  
3/4"=1'



2 Typical Layout Guidelines - MILE.1  
1"=1'

**MILE.1**  
MILE MARKER

The MILE.1 Sign type is an informational sign for all trail users and may be located at 1/4-mile increments along the 918 Trails.

The mile marker sign is .080 aluminum. The graphics are printed directly to the panels. The panels are secured with tamper resistant hardware to the wood post. There are four panels per post. Two sides give mileage information and two sides show the 918 Trails logo. Mileage panels are perpendicular to the trail.

A Layout is shown below for the graphic panels on this sign.

This is a double-sided sign. This sign is NOT reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

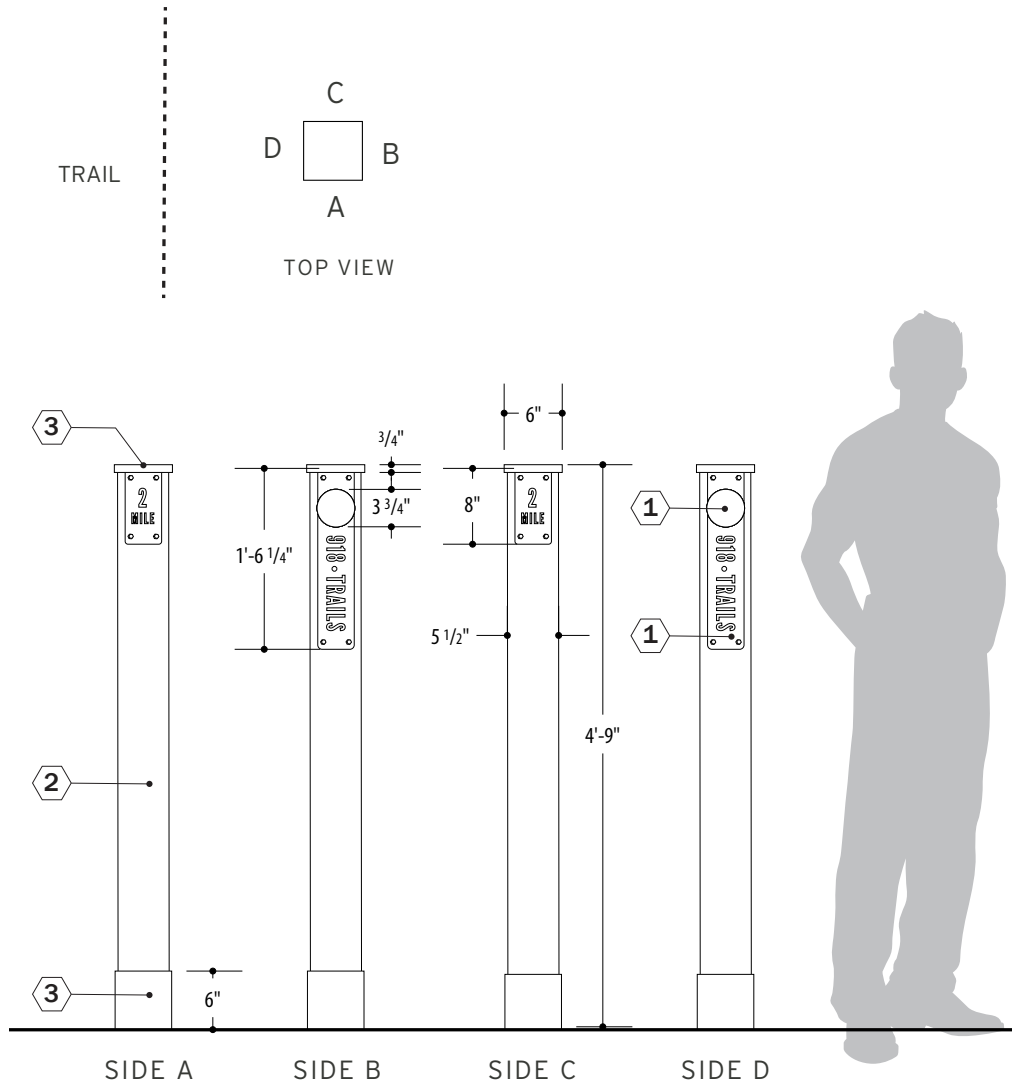
**MILE.1**  
MILE MARKER

The MILE.1 Sign type is an informational sign for all trail users and may be located at 1/4-mile increments along the 918 Trails.

The mile marker sign is .080 aluminum. The graphics are printed directly to the panels. The panels are secured with tamper resistant hardware to the wood post. There are four panels per post. Two sides give mileage information and two sides show the 918 Trails logo. Mileage panels are perpendicular to the trail.

This is a double-sided sign. This sign is NOT reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.



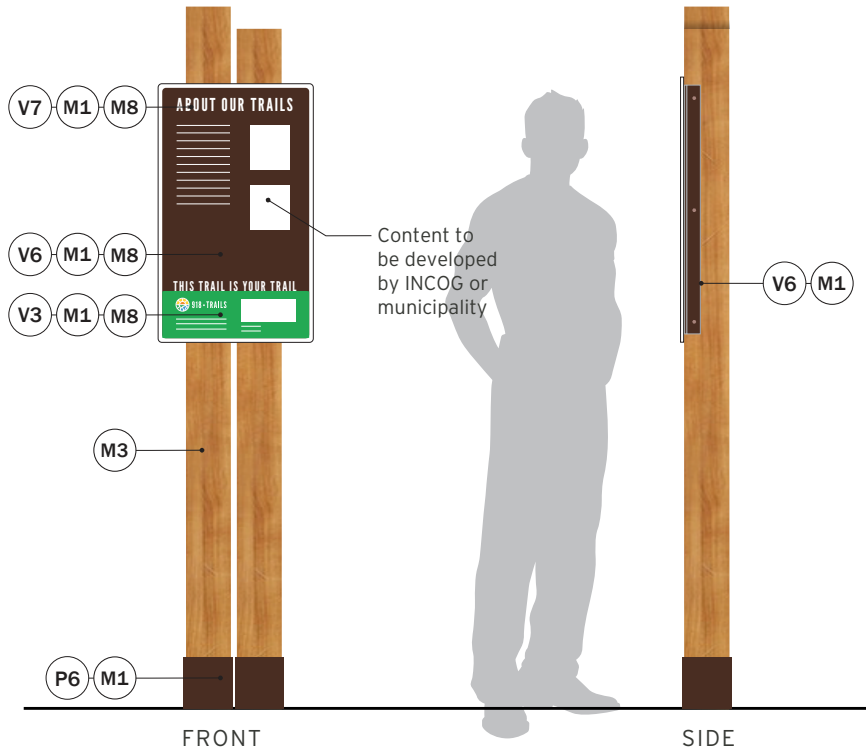
**1 Elevations MILE.1**  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1** 0.80 aluminum panel with non-reflective vinyl graphics mechanically fastened to post
- 2** 6 x 6 Cedar Post
- 3** 0.80 aluminum collar/post cap (or greater) mechanically fastened to wood post

NOTES:  
Side A & C perpendicular to trail  
  
Direct bury post





**INTERP.1**

INTERPRETIVE PANEL

The INTERP.1 Sign type gives pedestrians information about a topic approved by INCOG. The panel is attached to wood posts with L-Brackets. Located at entry points to the 918 Trails system or along a trail itself, the sign panel tells a story. The municipality where the sign is located or INCOG itself will be responsible for content on the graphic panel.

This sign is located at least 3 ft from the trail and is intended for pedestrians, rather than cyclists in motion. This sign is not reflective.

A general layout is shown below for the graphics on this sign. Content for these panels may include:

- History
- Trail initiatives
- Environmental content
- Fun Facts

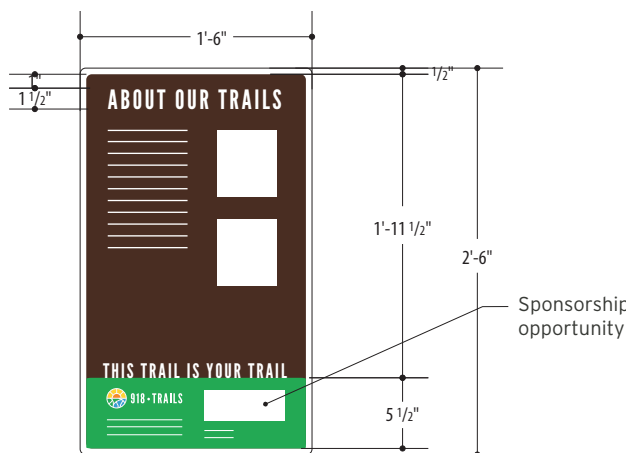
The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

**1 Color Schedule - INTERP.1**

1/2"=1'



**2 Typical Layout Guidelines - INTERP.1**

3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**INTERP.1**

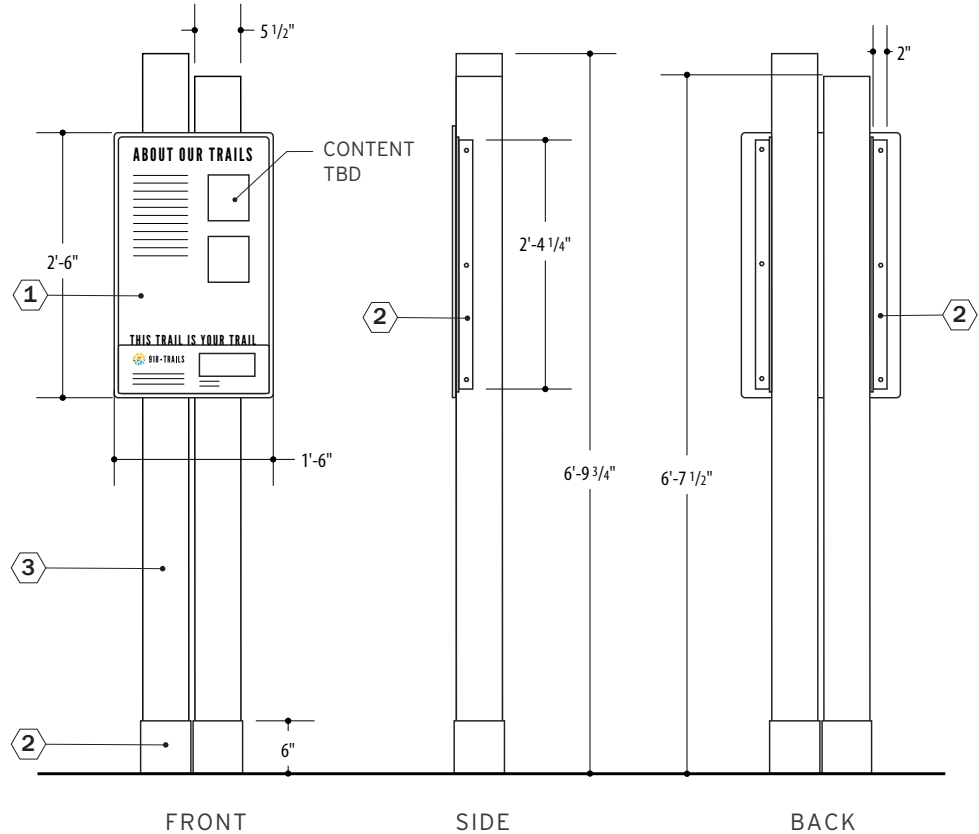
INTERPRETIVE PANEL

The INTERP.1 Sign type gives pedestrians information about a topic approved by INCOG. The panel is attached to wood posts with L-Brackets. Located at entry points to the 918 Trails system or along a trail itself, the sign panel tells a story. The municipality where the sign is located or INCOG itself will be responsible for content on the graphic panel.

This sign is located at least 3 ft from the trail and is intended for pedestrians, rather than cyclists in motion. This sign is not reflective.

The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.



**1 Elevations INTERP.1**

scale: 1/2"=1'-0"

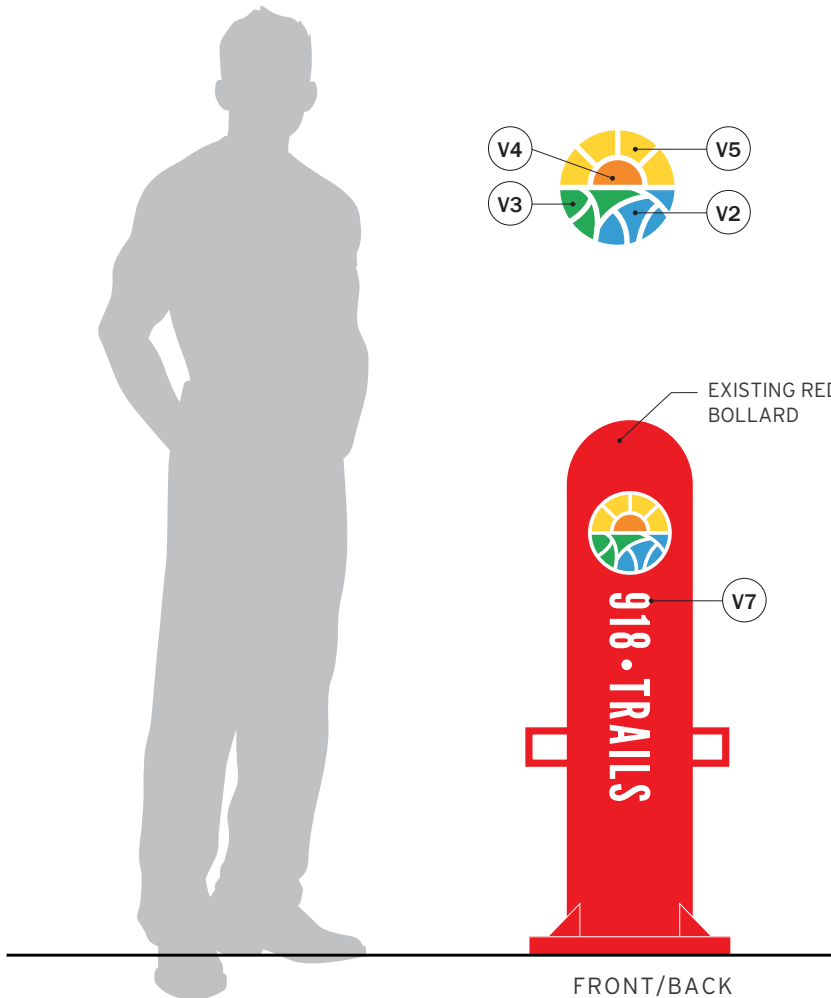
- 1** 1/4" thk aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to L-Brackets
- 2** 1/4" thk aluminum L-Brackets, mechanically fastened to wood post
- 3** 6 x 6 Cedar Post
- 4** 0.80 aluminum collar (or greater) mechanically fastened to wood post

**NOTES:**

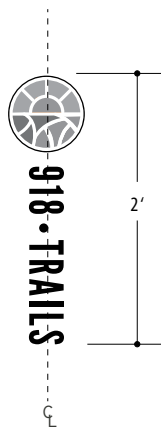
Locate sign panel edge at least 2ft off path or road.

Breakaway system required if located along road.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



1 Color Schedule - BOLLARD.1  
3/4"=1'



2 Typical Layout Guidelines - BOLLARD.1  
3/4"=1'

**BOLLARD.1**  
TRAIL BOLLARD

The BOLLARD.1 Sign type is an Brand ID sign for all trail users and may be located on existing red bollards found at access points to the 918 Trails system, The graphic non-reflective vinyl applied directly to the bollard surface.

NOTE: The bollard red paint must be in good condition - no peeling or cracking to ensure the vinyl adheres well. Bollards must be inspected and if necessary, repainted, prior to installing the vinyl graphic.

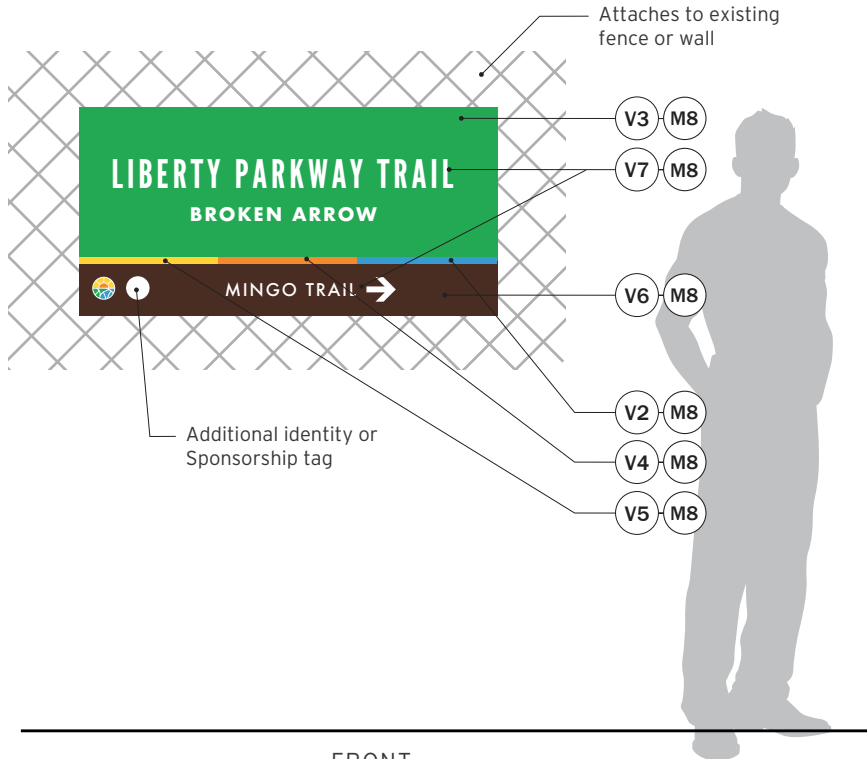
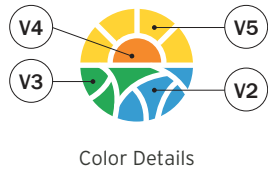
A Layout is shown below for the graphic panel on this sign.

This sign is visible from 2 directions. This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings- must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

This page is intentionally left blank.



**TDIR.2**

PEDESTRIAN DIRECTIONAL

The TDIR.2 Sign type is an informational sign for all pedestrian trail users and may be located at decision points along the trails where there is an existing fence or wall. There is room for a single wayfinding message. There is room for additional municipal logs or sponsorship tag. The sign is .080 aluminum. The graphics are printed directly to the panel. The panel is then mounted with tamper-resistant hardware.

A Layout is shown below for the graphic panel on this sign.

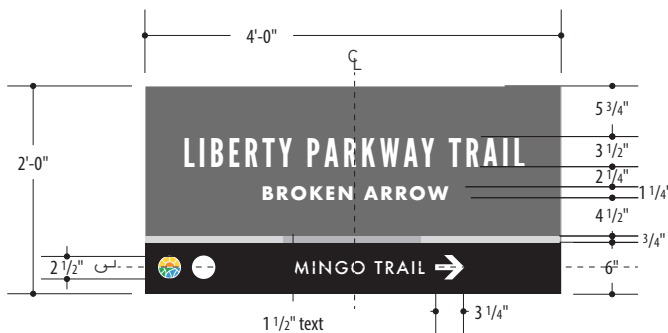
This sign is visible from 1 direction. The back of the sign panel is unpainted aluminum with a protective clear coat applied. This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

FRONT

1 Color Schedule - TDIR.2  
1/2"=1'



2 Typical Layout Guidelines - TDIR.2  
1/2"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**TDIR.2**

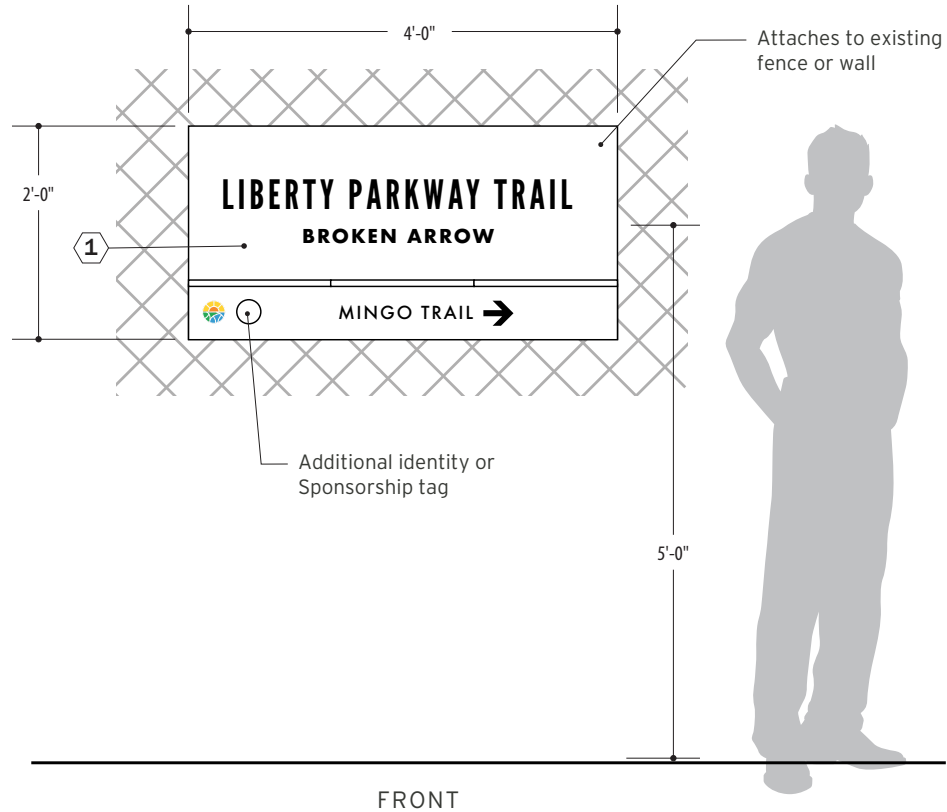
PEDESTRIAN DIRECTIONAL

The TDIR.2 Sign type is an informational sign for all pedestrian trail users and may be located at decision points along the trails where there is an existing fence or wall. There is room for a single wayfinding message. There is room for additional municipal logs or sponsorship tag. The sign is .080 aluminum. The graphics are printed directly to the panel. The panel is then mounted with tamper-resistant hardware.

A Layout is shown below for the graphic panel on this sign.

This sign is visible from 1 direction. The back of the sign panel is unpainted aluminum with a protective clear coat applied. This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.



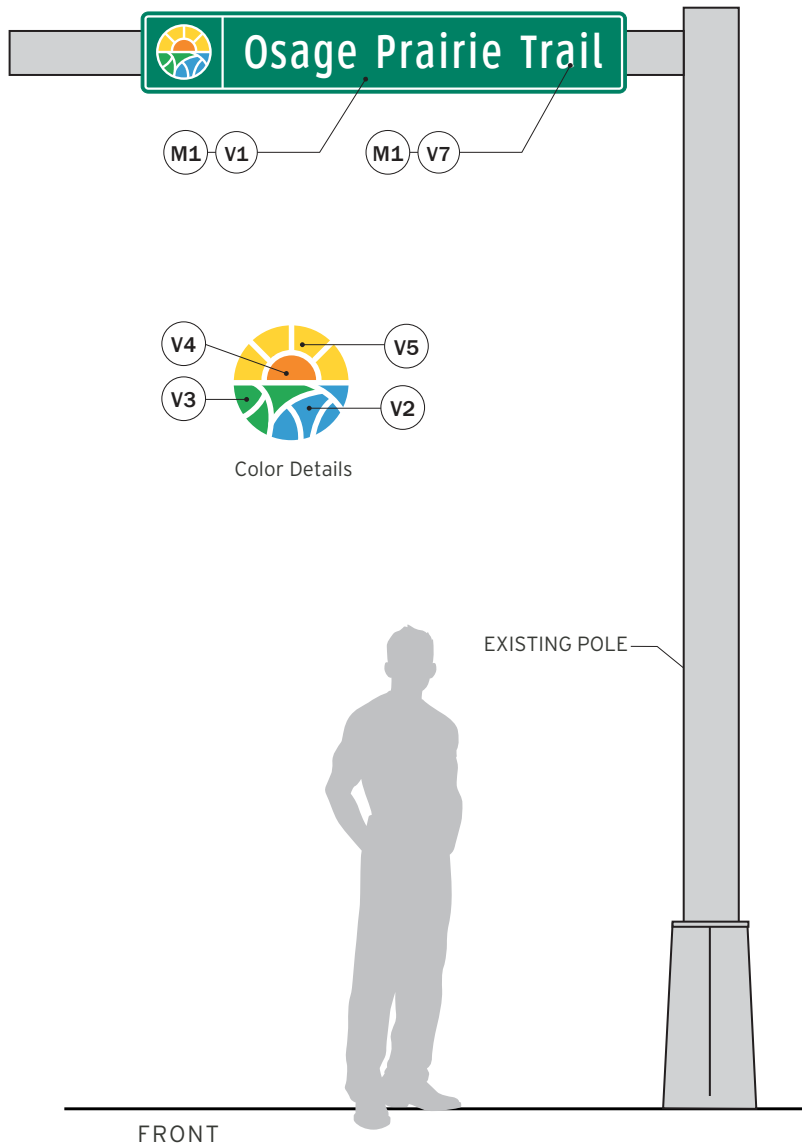
**1 Elevations TDIR.2**  
scale: 3/8"=1'-0"

**1** 0.80 aluminum panel with non-reflective vinyl graphics ( 3M ScotchCal Series Vinyl with printed graphics, exterior grade)mechanically fastened to fence or wall

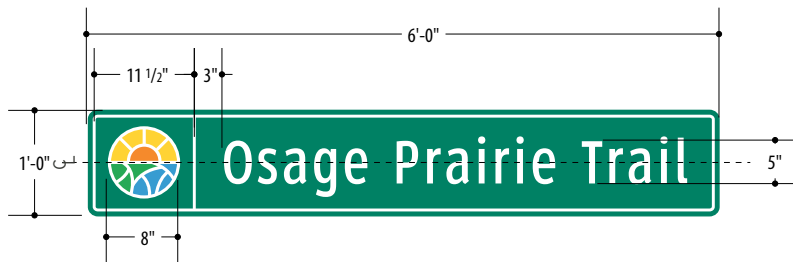
NOTES:  
Standard size aluminum blank can come with pre-drilled holes for mounting

Mount panel 60" from center of sign panel to ground

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



FRONT  
**1** Color Schedule - DOT.1  
 3/8"=1'



**2** Typical Layout Guidelines - DOT.1  
 3/8"=1'

**DOT.1**

OVERHEAD DOT SIGN

The DOT.1 sign type identified Sections of the 918 Trails system when a trail crosses a road and an existing overhead structure is in place.

The sign type is reflective vinyl applied to an aluminum panel. The installation is double sided so two are needed, one for each side of the existing sign arm.

The Sign length may vary depending on the Trail name.

A Layout is shown below for the graphic panel on this sign.

This sign is visible from 1 direction. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. NIRCC or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to NIRCC or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**DOT.1**

OVERHEAD DOT SIGN

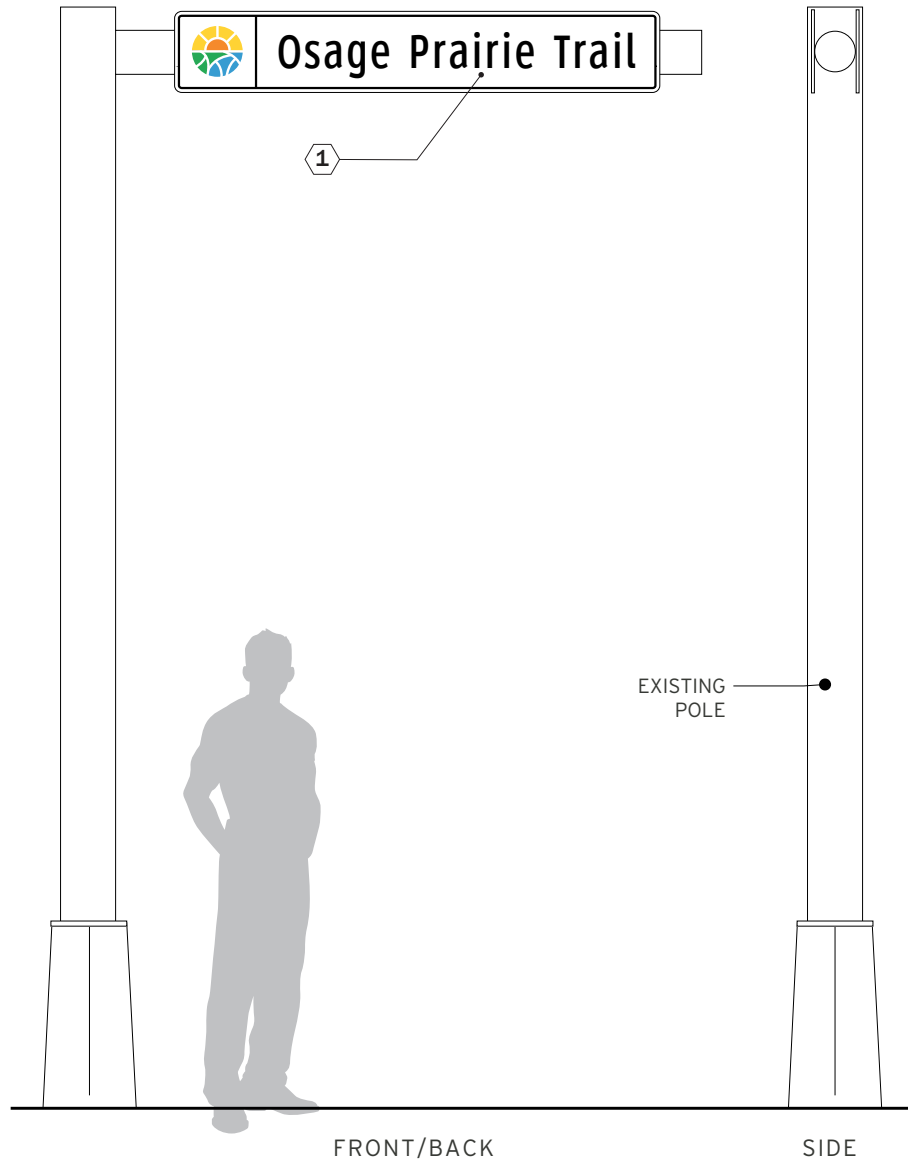
The DOT.1 sign type identified-Sections of the 918 Trails system when a trail crosses a road and an existing overhead structure is in place.

The sign type is reflective vinyl applied to an aluminum panel. The installation is double sided so two are needed, one for each side of the existing sign arm.

The Sign length may vary depending on the Trail name.

This sign is visible from 1 direction. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.



**1 Elevations DOT.1**  
scale: 3/8"=1'-0"

**1** 0.80 aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to existing overhead structure

NOTES:  
Locate on existing poles - pole type may vary.

Double-sided installation - 2 panels required

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



**KIOSK.1**

PRIMARY KIOSK

KIOSK.1 is for use at primary trailheads that have parking. The Kiosks provide trail info and map. There is also room on the graphic panel for a sponsorship tag.

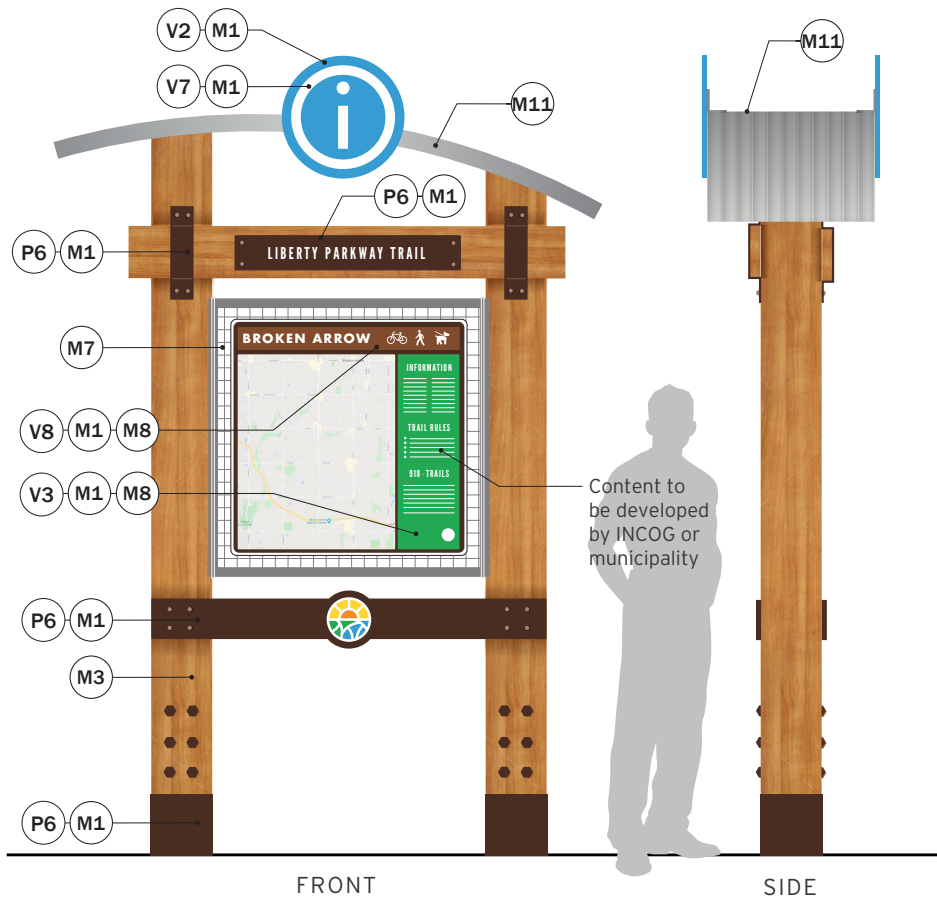
The sign panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to a framed wire mesh panel. Trail name panels are mechanically fastened to a 2x8 wood board which is mounted to the structure with extruded metal brackets. The canopy is a corrugated steel roofing panel, curved and mechanically fastened to the two 10x10 cedar posts.

This is a double-sided sign. This sign is NOT reflective.

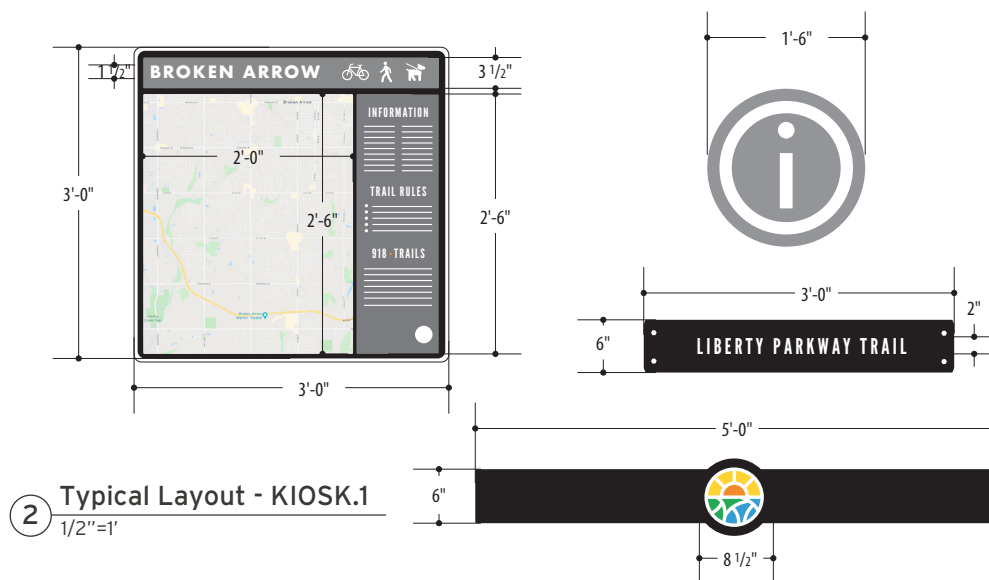
A Layout is shown below for the graphic panels on this sign.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



1 Color Schedule - KIOSK.1  
3/8"=1'



2 Typical Layout - KIOSK.1  
1/2"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

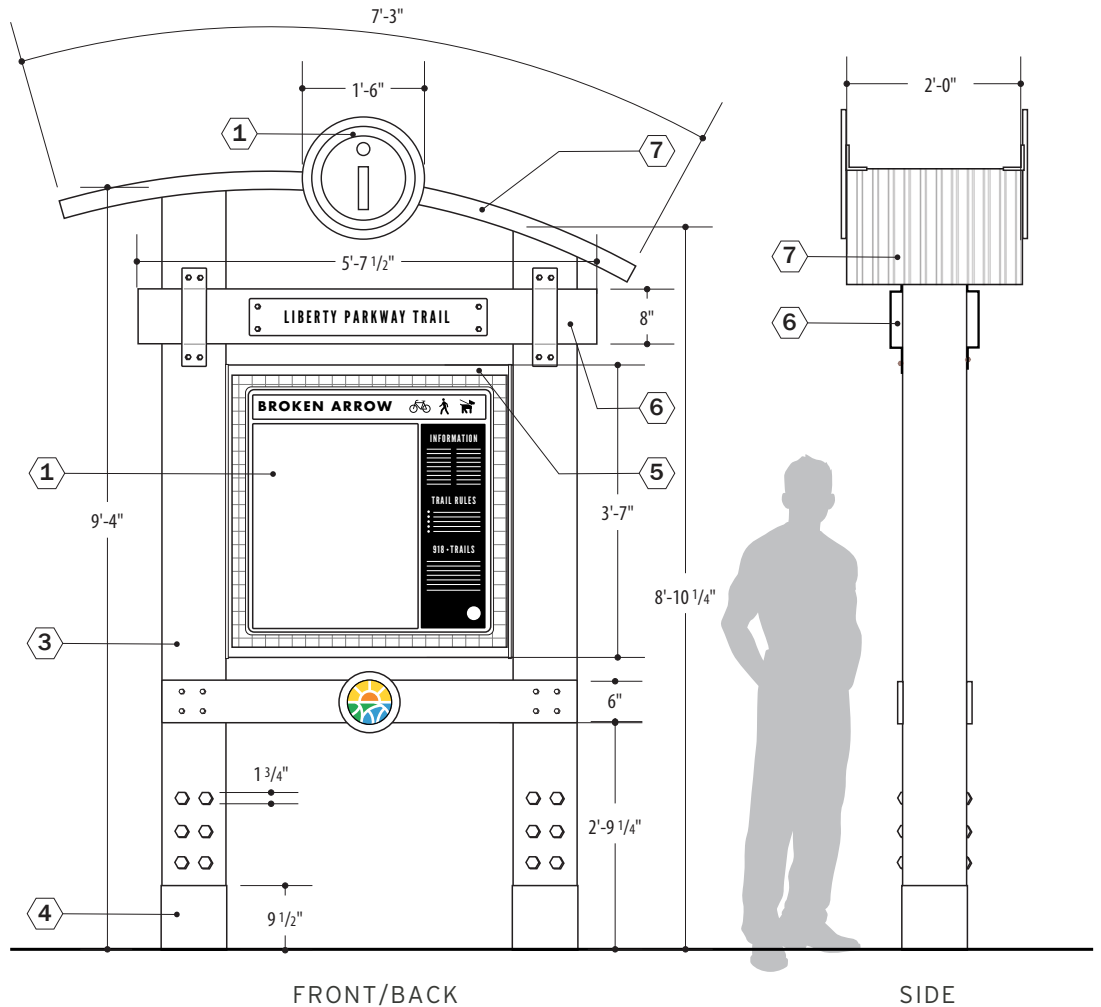
**KIOSK.1**  
PRIMARY KIOSK

KIOSK.1 is for use at primary trailheads that have parking. The Kiosks provide trail info and map. There is also room on the graphic panel for a sponsorship tag.

The sign panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to a framed wire mesh panel. Trail name panels are mechanically fastened to a 2x8 wood board which is mounted to the structure with extruded metal brackets. The canopy is a corrugated steel roofing panel, curved and mechanically fastened to the two 10x10 cedar posts.

This is a double-sided sign. This sign is NOT reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

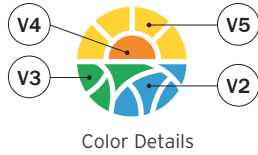
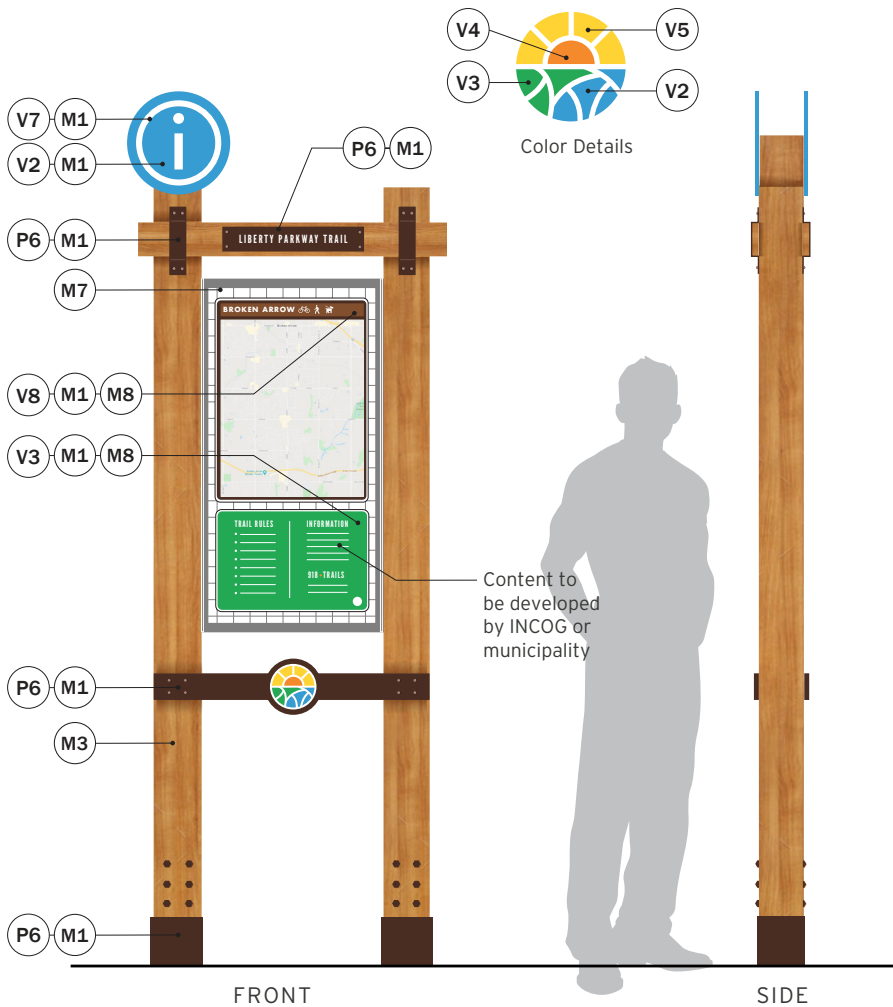


**1 Elevations KIOSK.1**  
scale: 3/8"=1'-0"

- 1** 0.80" thk aluminum panel (or greater) with non-reflective vinyl graphics, mechanically fastened to Wire Mesh screen.
- 2** 1/4" thk aluminum L-Brackets, mechanically fastened to wood post
- 3** 10 x 10 Cedar Post
- 4** 0.80 aluminum (or greater) collar mechanically fastened to wood post
- 5** Wire Mesh Panel in steel frame - attached to posts with L-Brackets
- 6** 2 x 8 wood board, attached with metal extruded brackets
- 7** Corrugated Metal Roof panel, mechanically fastened to wood posts

**NOTES:**  
Locate sign panel edge at least 3ft off path.  
Content to be developed by Client.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



**KIOSK.2**

SECONDARY KIOSK

KIOSK.2 is for use at trailheads that have parking or are located within a park or campus to identify the trail system. The Kiosks provide trail info and a map. There is also room on the graphic panel for a sponsorship tag.

The sign panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to a framed wire mesh panel. Trail name panels are mechanically fastened to a 1x4 wood board which is mounted to the structure with extruded metal brackets.

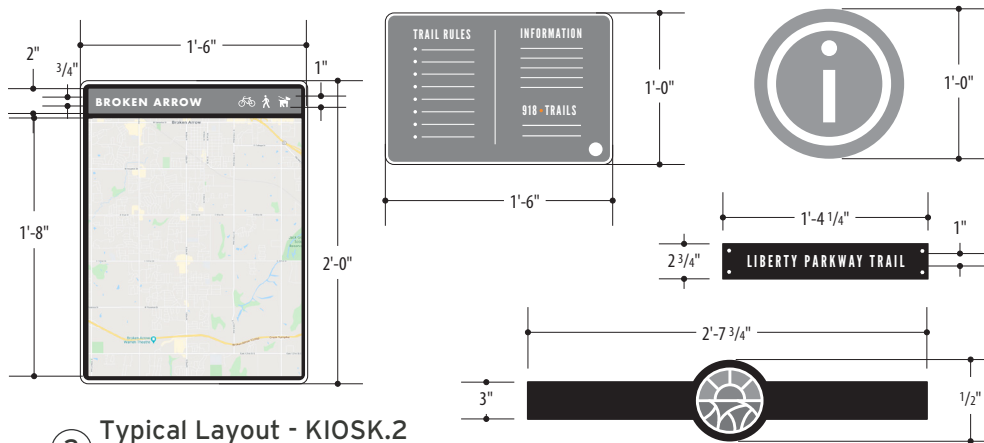
This is a double-sided sign. This sign is NOT reflective.

A Layout is shown below for the graphic panels on this sign.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

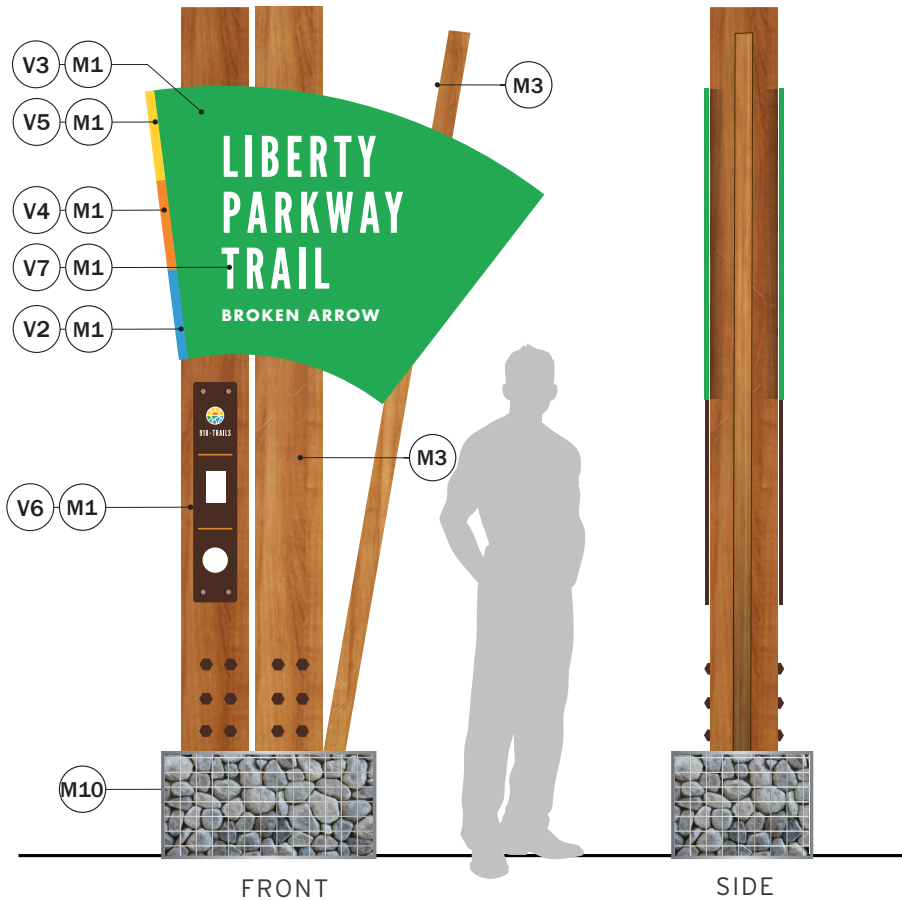
1 Color Schedule - KIOSK.2  
1/2"=1'



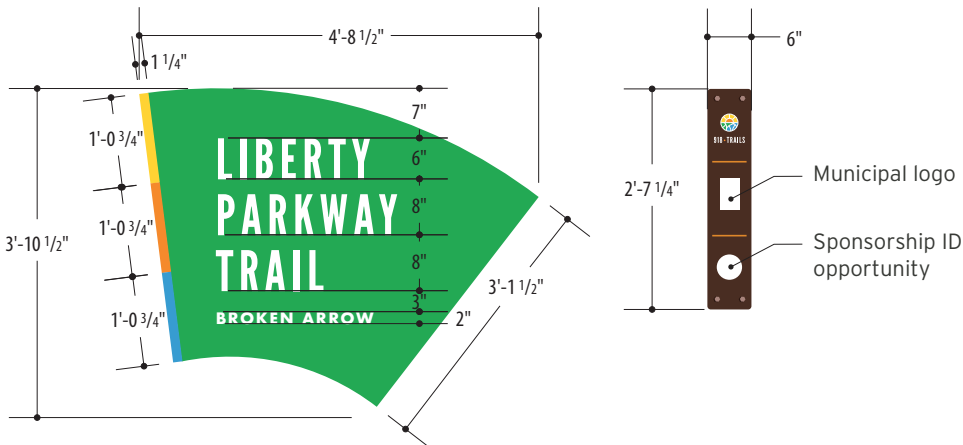
2 Typical Layout - KIOSK.2  
3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.





1 Color Schedule - ID.1A  
3/8"=1'



2 Typical Layout Guidelines - ID.1A  
3/8"=1'

**ID.1A**

ENHANCED TRAIL ID SIGN

The ID.1A Sign type is an enhanced version of the ID.1 Sign type, which can be used if desired at significant entry points to the trail system such as trailhead areas with parking. It highlights a specific trail name or logo, and identifies the trail as part of the 918 Trails system. There is space for 2 additional logos to be displayed as well.

Aluminum panels are mechanically fastened to cedar wood posts. The posts are mounted into stone-filled gabion baskets. One angled cedar post is anchored to the upright posts with an anchoring system.

Layouts are shown below for the graphic panel of this sign.

This is a double-sided sign. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**ID.1A**

ENHANCED TRAIL ID SIGN

The ID.1A Sign type is an Enhanced version of the ID.1 Sign type, which can be used if desired at significant entry points to the trail system such as trailhead areas with parking. It highlights a specific trail name or logo, and identifies the trail as part of the 918 Trails system. There is space for 2 additional logos to be displayed as well.

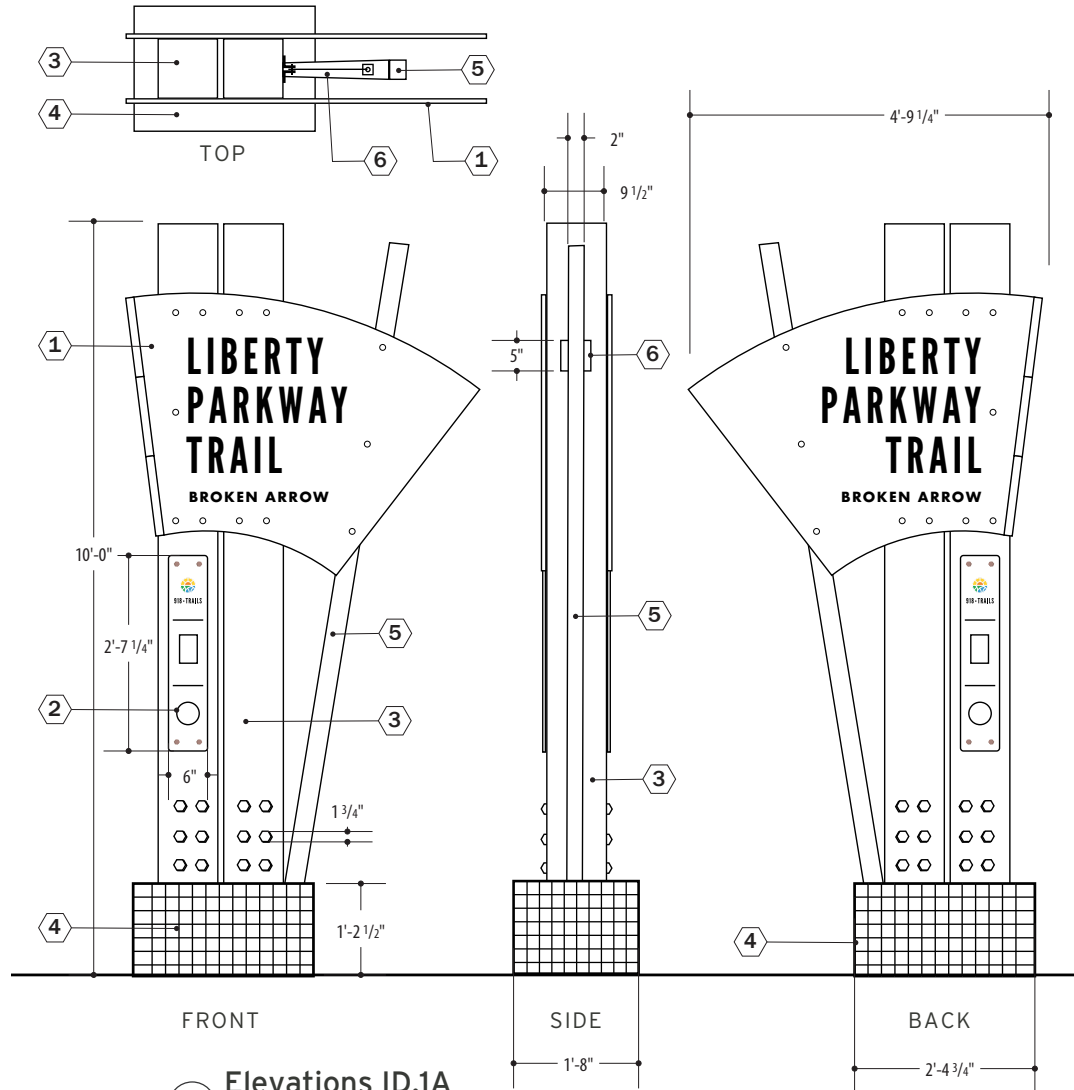
Aluminum panels are mechanically fastened to cedar wood posts. The posts are mounted into stone-filled gabion baskets. One angled cedar post is anchored to the upright posts with an anchoring system.

Layouts are shown below for the graphic panel of this sign.

This is a double-sided sign. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

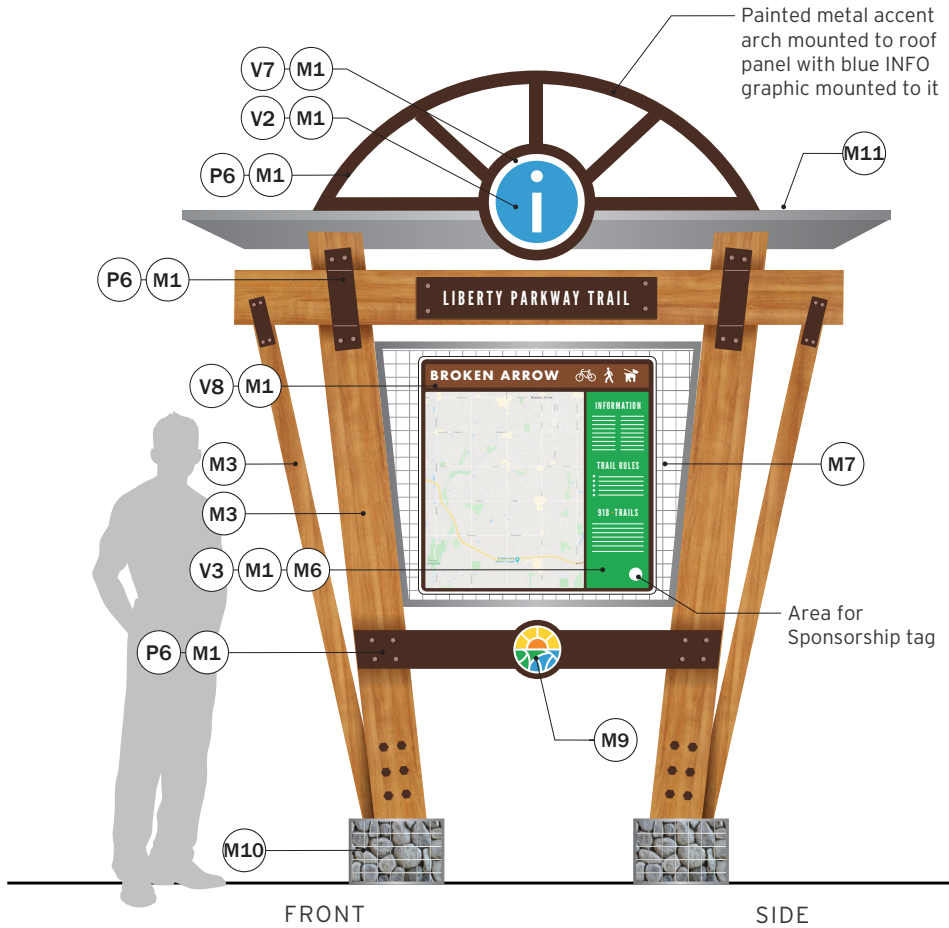


**1 Elevations ID.1A**  
scale: 3/8"=1'-0"

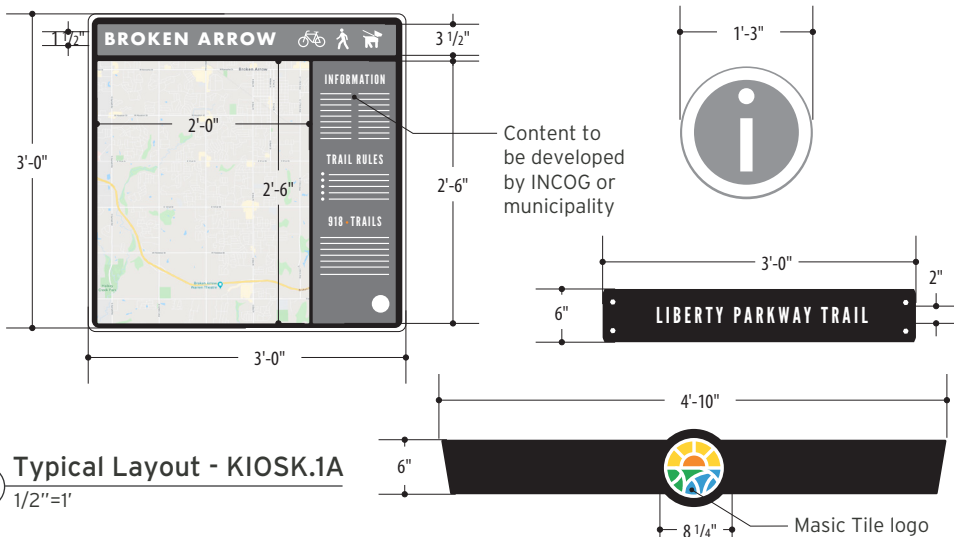
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1** 1/4" thk aluminum panel (or greater) with reflective vinyl graphics, mechanically fastened to wood posts
- 2** 0.80 aluminum panel (or greater) with vinyl graphics, mechanically fastened to wood post
- 3** 10x10 Cedar Post
- 4** Gabion Basket - wire basket filled with locally available stone or equal.
- 5** 2 x 2 Cedar post - base secured in gabion basket
- 6** Cable mounted to wood posts to secure 2 x 2 post at angle

**NOTES:**  
Locate sign panel edge at least 3ft off path or road.



1 Color Schedule - KIOSK.1A  
3/8"=1'



2 Typical Layout - KIOSK.1A  
1/2"=1'

**KIOSK.1A**

ENHANCED PRIMARY KIOSK

KIOSK.1A is for use at primary trailheads that have parking. The Kiosks provide trail info and map. There is also room on the graphic panel for a sponsorship tag.

The sign panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to a framed wire mesh panel. Trail name panels are mechanically fastened to a 2x8 wood board which is mounted to the structure with extruded metal brackets. The canopy is a corrugated steel roofing panel or other metal material, mechanically fastened to the two 10x10 cedar posts.

This is a double-sided sign. This sign is NOT reflective.

A Layout is shown below for the graphic panels on this sign.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. NIRCC or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to NIRCC or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

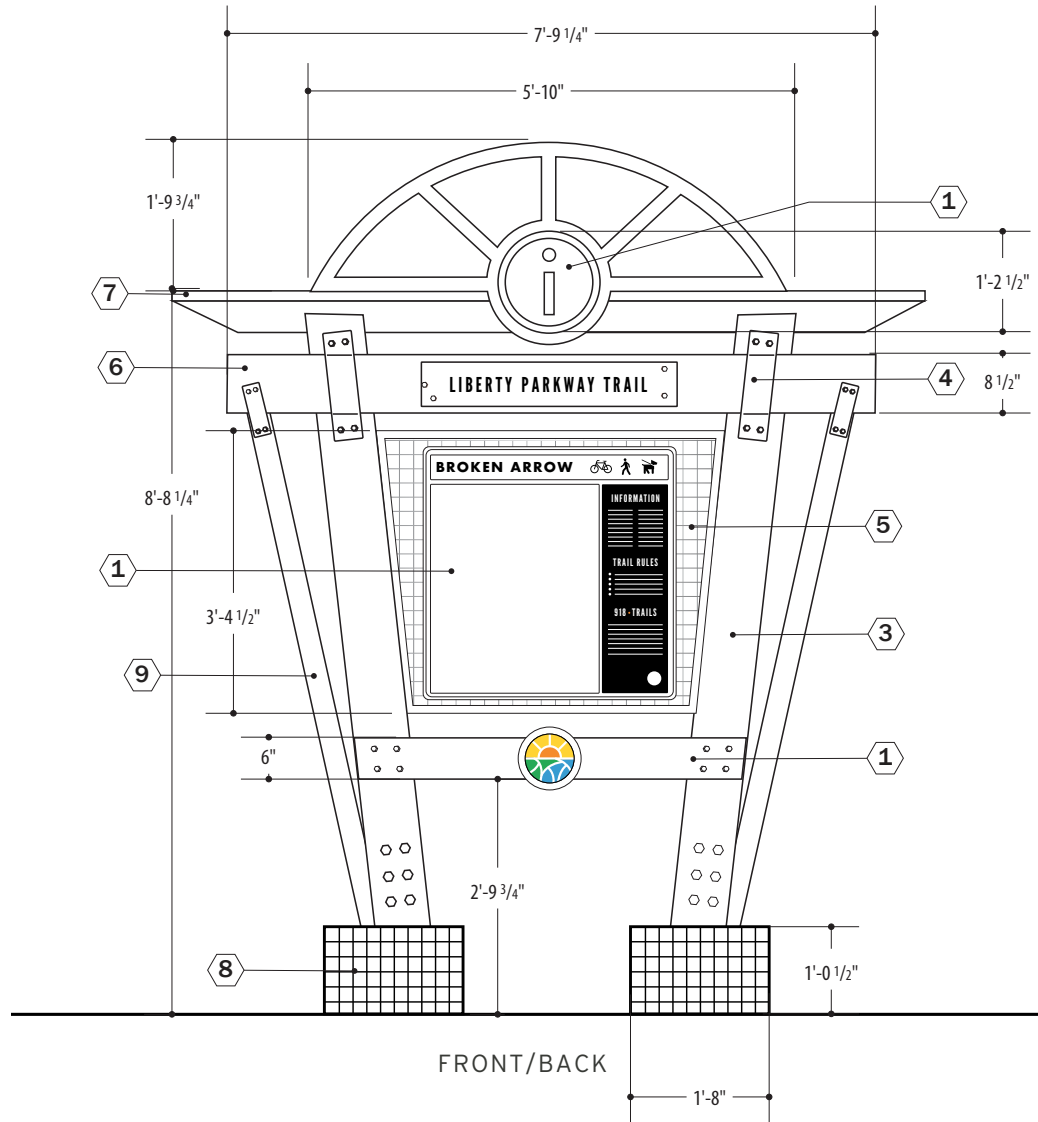
**KIOSK.1A**  
ENHANCED PRIMARY KIOSK

KIOSK.1A is for use at primary trailheads that have parking. The Kiosks provide trail info and map. There is also room on the graphic panel for a sponsorship tag.

The sign panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to a framed wire mesh panel. Trail name panels are mechanically fastened to a 2x8 wood board which is mounted to the structure with extruded metal brackets. The canopy is a corrugated steel roofing panel or other metal material, mechanically fastened to the two 10x10 cedar posts.

This is a double-sided sign. This sign is NOT reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.



**1 Elevations KIOSK.1A**  
scale: 3/8"=1'-0"

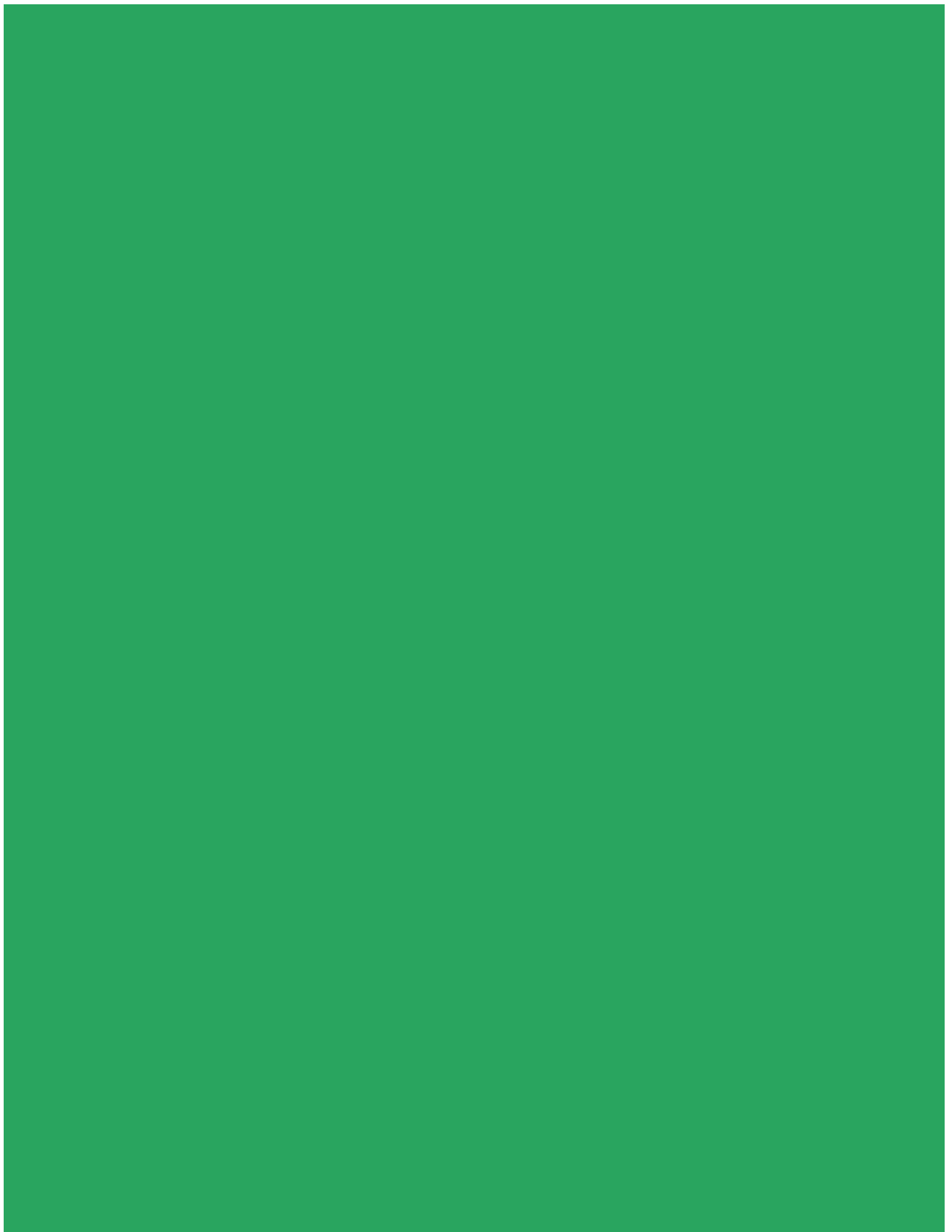
- 1** 0.80" thk aluminum panel (or greater) with non-reflective vinyl graphics, mechanically fastened to Wire Mesh screen or wood post.
- 2** 1/4" thk aluminum L-Brackets, mechanically fastened to wood post
- 3** 10 x 10 Cedar Post
- 4** 0.80 aluminum (or greater) extrusion mechanically fastened to wood post
- 5** Wire Mesh Panel in steel frame - attached to posts with L-Brackets
- 6** 2 x 8 wood board, attached with metal extruded brackets
- 7** Corrugated Metal Roof panel, mechanically fastened to wood posts
- 8** Gabion Basket filled with local stone or other.
- 9** 2 x 2 Cedar posts

NOTES:  
Locate sign panel edge at least 3ft off path.  
Content to be developed by Client.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. INCOG or the Municipality requesting shop drawings-must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to INCOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.



This page is intentionally left blank.



---

# section 3

## Wayfinding Guidelines

- 3.2 Destination Selection
- 3.7 Function and Placement of Wayfinding Elements
- 3.10 Placement Strategies

**Destination Selection and Prioritization**

These guidelines describe an approach for selecting and prioritizing the potential destinations to which trail users may want to travel. Trail Directional signs allow for four slots of information or destinations per panel. Bicycle signs only allow for three slots of information or destinations per sign. Thus, a consistent approach to selecting destinations to be included on wayfinding elements is necessary, given the multitude of potential destinations possible. Signs should follow the same approach throughout the region so that the system is clear and predictable. Destinations and their names should be referred to consistently until they are reached.

Potential destinations for inclusion on signs are generally categorized within a range of four levels. Level 1 destinations should receive first priority on wayfinding signs on regional trails, followed by Level 2 and then Level 3. Level 4 destinations should only be included when other destinations are not present to fill available slots on a sign. For the purpose of the 918 Trails Wayfinding Guidelines, these levels have been broadly organized as follows:

- Level 1 – Municipalities, Connecting Trails**
- Level 2 – Districts, Neighborhoods**
- Level 3 – Landmarks**
- Level 4 – Local Destinations**

Community and local trails typically serve shorter trips within their immediate community. Signs on such facilities may prioritize Level 2 through Level 4 destinations, recognizing that longer, regional trips are more likely to occur via longer trail corridors such as the Osage Prairie Trail.

The table at right categorizes destinations within the 918 Trails area.

<b>LEVEL 1 - Municipalities, Connecting Trails</b>
Level 1 destinations include counties, cities, and major communities that the 918 Trails System connects. Highlighting cities and communities provides large-scale geographic orientation for regional travel. Level 1 destinations provide “pull through” destinations for cyclists who are travelling significant distances, as well as a full range of attractions and services for all users. If a town does not include a destination and services, it may be excluded from signs. Level 1 destinations should be included on directional signs and orientation maps found on kiosks.
<b>LEVEL 2 – Districts, Neighborhoods</b>
Level 2 destinations provide a finer grain of navigational information than Level 1 destinations by directing users to recognizable districts, neighborhoods and state parks. These may be city centers, historic, commercial, cultural, or post secondary educational districts, or neighborhoods with a distinct name and character. Emphasis should be placed on districts providing a mix of services. Neighborhoods not offering services or attractions need not be included.
<b>LEVEL 3 - Landmarks</b>
Level 3 destinations are specific landmarks or major attractions which generate a high amount of bicycle travel. Landmarks include transit stations, major tourist venues, and regional parks.
<b>LEVEL 4 – Local Destinations</b>
Level 4 destinations are local destinations such as local parks, high schools, shopping centers, and healthcare facilities. They typically occur on signs in low density areas where few other destinations are present or along trails not connecting higher priority Level 1-3 destinations.

### Signing Distances

Signing distances suggest the maximum distance that destinations should appear on directional signs. This process ensures that information is spread along the journey in manageable amounts according to a cyclist's immediate needs.

Level 1 destinations provide navigational guidance to the widest spectrum of system users and thus should be prioritized on signs. As a priority, Level 1 destinations should appear on signs up to three miles away. Level 2 destinations appeal to a broad spectrum of users and should be included on signs up to two miles away. Level 3 and 4 destinations are places of either regional or local interest and should be signed up to one mile away. Cities farther from a principal city with important civic, commercial, or cultural resources may elect to sign that city even though it may be located at a distance farther than 3 miles.

Distances may be measured either to a destination boundary or center, as long as the approach is consistent throughout the region. Cities (Level 1 destinations) typically have a well-defined edge and thus should be measured to boundary lines.

Districts (Level 2 destinations) are less defined in terms of their boundaries and thus should be measured to their centers. Level 3 and 4 destinations are typically specific addresses and thus distances should be measured to the main entrance of their specific location. If a Level 3 or 4 destination is large or has several access points, distance should be measured to the point at which the trail user will arrive at the destination.

### Destination Order

The closest destination lying straight ahead should be at the top of the sign or assembly, and below it the closest destinations to the left and to the right, in that order. If more than one destination is displayed in the same direction, the name of a nearer destination shall be displayed above the name of a destination that is further away.

In situations where two destinations of equal significance and distance may be properly designated and the two destinations cannot appear on the same sign, the two names may be alternated on successive signs.

### Destination Selection Criteria

Listed below are the inclusion criteria for determining where a specific destination may fall in the destination hierarchy and whether the destination will be considered for inclusion on wayfinding elements. Destinations to be signed should be places that are open and accessible to the public.

#### LEVEL 1 – MUNICIPALITIES & TRAILS

Counties, cities and communities which are members of the 918 Trails system shall be included as Level 1 priority destinations. All current trails are Level 1 priority destinations.

#### LEVEL 2 – DISTRICTS AND NEIGHBORHOODS

Districts and neighborhoods may be included on signs if the area has been formally established by resolution or ordinance of the appropriate local agency or if the district has developed and implemented its own internal wayfinding sign plan. Examples of districts include city centers, university districts, or arts districts. Neighborhoods having historic character or otherwise significantly contributing to the culture and vibrancy of a city may also be signed.

#### LEVEL 3 - LANDMARKS

Level 3 landmarks have regional importance and can reasonably be expected to be in operation for years to come. This level may also include landmarks that are not currently open, but could be coming to the region in the near future. Level 3 destinations include:

#### Businesses and Services

**Medical facility** - Hospitals, veterans' services providers, and clinics may be considered if the facilities meet all of the following criteria:

- Service is provided 24 hours a day, seven days a week
- Emergency department facilities and services are provided
- The facility is licensed or approved for definitive medical care by an appropriate state authority

**Shopping Center** - A group of thirty or more shops, retail stores, and/or restaurants with at least one major department store functioning as an anchor.

**Visitor Center** - A facility having the primary purpose of providing information and tourist support services. Must be approved by the State Department of Community and Economic Development.

#### Education

**2-Year College** - An educational institution that is nationally accredited and grants degrees. Nationally accredited universities and colleges are included under level 2.

#### Entertainment and Culture

**Historic Site** - A structure or place of historical, archaeological, or architectural significance listed on the National Register of Historic Places.

**Museum** – A facility of national or regional significance exhibiting works of artistic, historic, or scientific value.

**Performing Arts Venue** – A facility focused on the enjoyment of the performing arts and providing a minimum capacity of two hundred seats.

**Aquarium, Botanical Garden or Zoo** – Accredited institution, where plants and/or animals are kept and cared for, while also offering public education.

#### Public Facilities

**Airport** – A facility licensed for landing and takeoff of aircraft.

**Civic/Federal Building** - City hall, court house, fire or police station.

**Recreation or Community Center** – Publicly-owned buildings offering places to recreate, learn, or gather.

**Library** - A repository for literary and multi-media materials, such as books, periodicals, newspapers, recordings, films, and electronic media, kept and systematically arranged for use and reference.

**Park** – Parks open to the general public for activities.

**Trail** – Named regional facilities built for transportation and recreation purposes and used by both cyclists and pedestrians.

**Transit Center** – Passenger terminals facilitating access to light rail, passenger train, or multiple bus lines. Park and Ride facilities also qualify.

#### Sports Facilities

**Golf Course** - Golf facilities hosting major national events and offering at least eighteen holes of play. Miniature golf courses and driving ranges are not considered a Level 3 landmark.

**Stadium or Arena** – A permanent facility used for the primary purpose of presenting organized sporting events. Includes county and state fairgrounds.

**LEVEL 4 - LOCAL DESTINATIONS**

A city may wish to extend its wayfinding system to include local destinations. This may be useful in lower density areas or on more rural routes where Level 1 to 3 destinations are not present. Each city is unique, but generally larger civic institutions such as libraries, museums, or community centers will take precedence over specific local services and visitor accommodations.

**Businesses and Services**

**Medical Facility** - Licensed facilities that provide emergency or urgent care services. Need not be open 24 hours per day, seven days per week.

**Shopping Center** - A group of at least five, but less than thirty shops, retail stores, or restaurants.

**Visitor Accommodation** – Resorts or hotels having a satisfactory or three star rating or better and having a minimum of seventy-five guest rooms.

**Community Facilities**

**Cemetery** - A large public park or ground laid out expressly for the interment of the dead.

**Education**

**Secondary School** – Public schools providing high school-level education to students generally aged eleven through eighteen.

**Entertainment and Culture**

**Movie Theater** - A permanent indoor entertainment facility with capacity for at least two hundred seats which is focused on entertainment through film for visitors of all ages.

**Museum** – A facility of local recognition exhibiting works of artistic, historic, or scientific value to the general public.

**Performing Arts Venue** - A facility focused on the public's enjoyment of the performing arts and having a capacity of less than two hundred seats.

**Amusement Park** - A permanent facility having multiple devices for entertainment, including rides, booths for the conduct of games, or sale of items, buildings for shows and entertainment, and restaurants and souvenir sales.

**Public Facility**

**Local Park** - Publicly-owned local parks.

**Post Office** – Official federal postal service center.

**Sports Facility**

**Golf Course** - A facility open to the public and offering fewer than eighteen holes of play. Miniature golf courses and driving ranges may be considered.

**Sports Field** – A permanent facility used for the primary purpose of presenting and practicing local organized sports.

**Naming Advice**

The names of the destinations above are not necessarily the same terms which should be included on wayfinding signs. During the master plan process, specific places to be signed should be identified and prioritized. At the same time, stakeholders should establish specific terms to be used. Generally 12-13 characters (including spaces) is the ideal length of location words to be included as location information on wayfinding signs. Fifteen characters is the longest length expected to fit on bicycle wayfinding signs.

The shortest necessary term to identify a place should be used. For example, the phrase "Cox Business Convention Center" will not fit in the space provided, while "Convention Center" would fit and is more likely to be understood quickly by visitors as a destination. "Oklahoma State University Medical Center" would have more effective glance recognition simply as "Hospital" or "Medical Center". Using symbols on bike signs is not recommended by this guidelines document.

### Abbreviations

In general, when placing destination names on signs, the use of abbreviations should be kept to a minimum whenever possible. When insufficient space is available for full wording, abbreviations may be used. A list of accepted abbreviations per the MUTCD is included in the table at the right. Unless necessary to avoid confusion, periods, commas, apostrophes, question marks, ampersands, and other punctuation marks or characters that are not letters or numerals should not be used in any abbreviation.

WORD MESSAGE	ABBREVIATION
Alternate	ALT
Avenue	AVE
Bicycle	BIKE
Boulevard	BLVD
Bridge	BR
Center (as part of a place name)	CTR
Circle	CIR
Court	CT
Crossing (other than highway)	X-ING
Drive	DR
East	E
Hospital	HOSP
Information	INFO
International	INTL
Junction/Intersection	JCT
Mile(s)	MI
Miles Per Hour	MPH
Minute(s)	MIN
Mount	MT
Mountain	MTN
National	NATL
North	N
Parkway	PKWY
Pedestrian	PED
Place	PL
Road	RD
Saint	ST
South	S
Street	ST
Telephone	PHONE
Terrace	TER
Trail	TR
West	W



**Function and Placement of Wayfinding Elements**

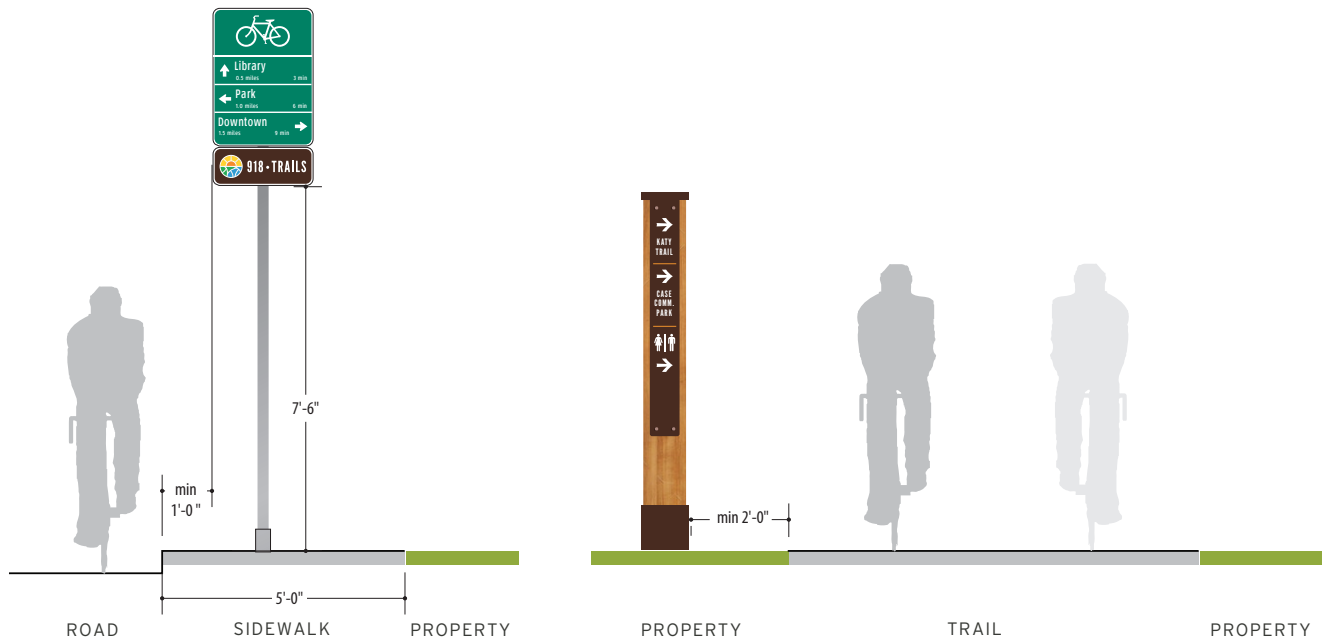
Based on field reconnaissance, best practices review, public input, and discussions with committee members regarding wayfinding needs in the Tulsa, Oklahoma area, the following sign typologies are recommended for the 918 Trails Wayfinding System elements.

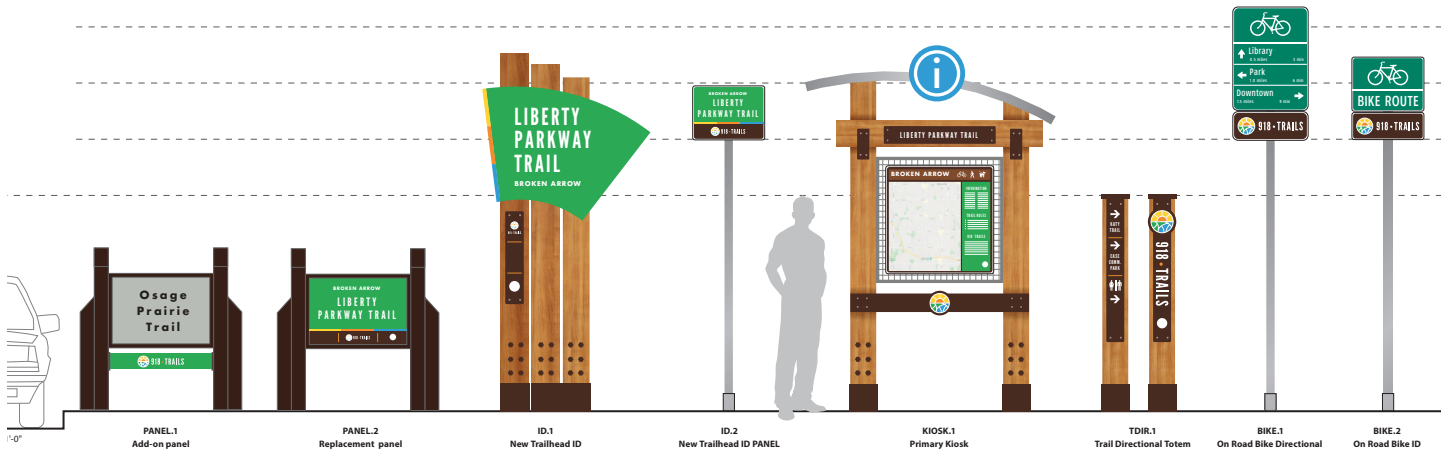
**Fundamental Bicycle Elements**

Bicycle oriented wayfinding elements include decision, confirmation, and turn signs as well as mile markers. Each element is designed to be legible by the cyclist while in motion. The design of off-street bicycle facilities or shared use trails is typically based on a cyclist speed of 18 mph. The design speed of a trail should not be confused with the assumed travel speed used to project distance based on travel time on wayfinding signs. When adding travel time to signs, a “no-sweat” pace of 10 mph or six minutes per mile should be used.

Per the MUTCD, the nearest edge of any potential obstruction including signs and mile markers should be a minimum of two feet from the edge of the trail. The lowest edge of post-mounted signs should be four to five feet above finish grade. The lowest sign edge of on-street bicycle signs should be seven feet.

In general, regulatory and warning signs are a higher priority than wayfinding signs. Care should be taken to not obscure priority information. This includes providing a typical spacing of no less than 75 feet between signs along off-street trails. This distance is based on travel speeds and thus is generally greater for on-street systems.





Whether it's walking, jogging or a casual bike ride, 918 Trails System promote a healthy and open lifestyle. There are a variety of sign types that can be incorporated along the trails that will help connect the region.

**Trailheads**

This element can identify a trail, provide orientation through maps, and offer community information. There is also the opportunity to build technology and sustainable materials into the trailhead design. The scale of trailheads vary depending on the location and amenities available at the trailhead.

**Directional Signs**

Located at key decision points, these signs direct to nearby amenities, additional trails, and access points. These signs also provide confirmation for users out on the trail that they are still in the trails system and going the correct direction.

**Mile Markers**

Aids trail users with measuring distance travelled. These can also provide trail managers and emergency response personnel points of reference to identify field issues such as maintenance needs or locations of emergency events. These signs are to be placed every 1/4 to 1/2 mile along the trails system.

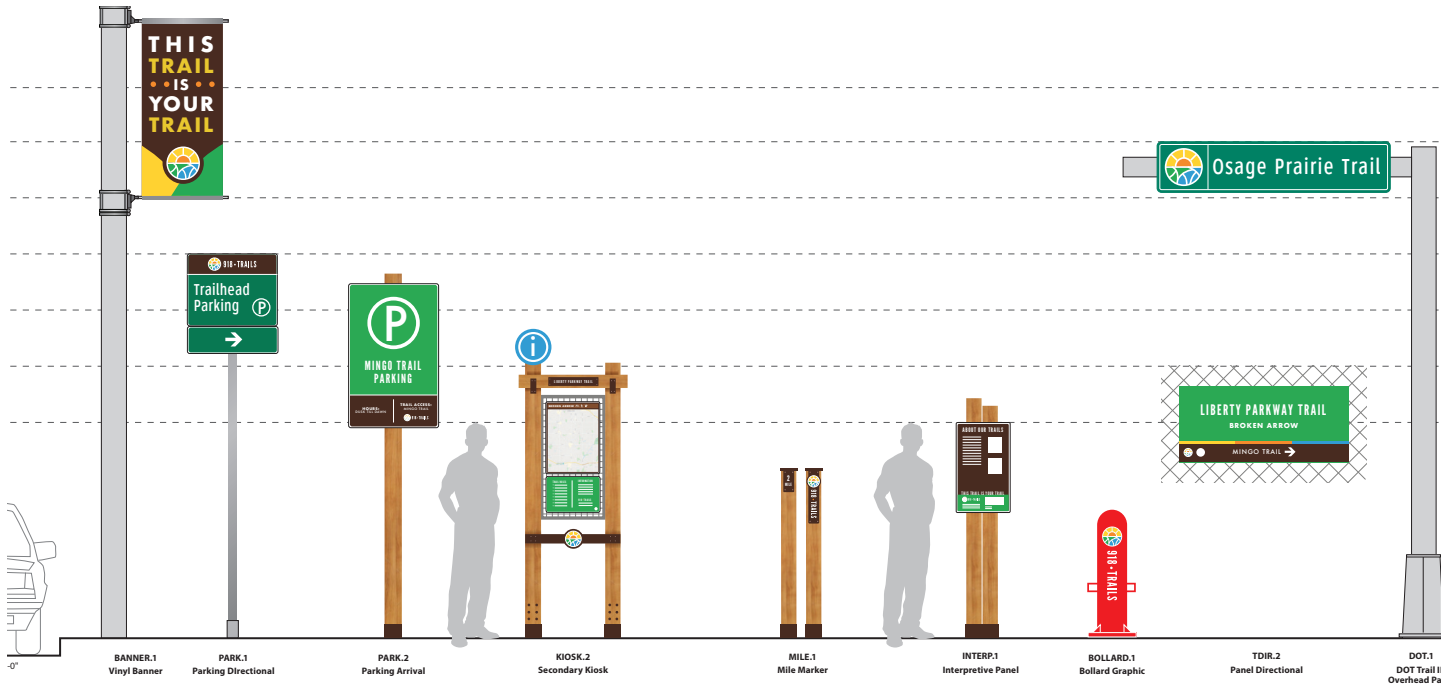
**SUPPLEMENTAL ELEMENTS**

**Trail Parking Signs**

**Function and Content:** These signs direct to trail parking areas and specific parking spots. These are vehicular signs and must comply with MUTCD guidelines with regard to reflectivity and breakaway poles.

**Banners**

**Function and Content:** Serves as a Trail branding opportunity alerting the public to the Trail's presence. The initial welcome and identification of secondary Trail access points (where parking may not be readily available). 918 Trails brand mark, trail name, tagline and local jurisdiction identity/logo.



### Information Kiosks

**Function and Content:** A clearing house of information for trail users at a more detailed level than other elements. Includes space for orientation map graphics indicating the off-street route, on-street connections, major geographic features, and area destinations. Space shall be available for trail rules and responsibilities, as well as emergency and trails manager contact information and logo.

Located at trailheads and major trail system access points. Should be set back from the edge of the trail travel way in order to provide areas to dwell and consider the information. Not locating the signs within the first three feet of a trail edge removes a potential physical obstacle from the travel way, as well as providing a clear circulation area per accessibility guidelines.

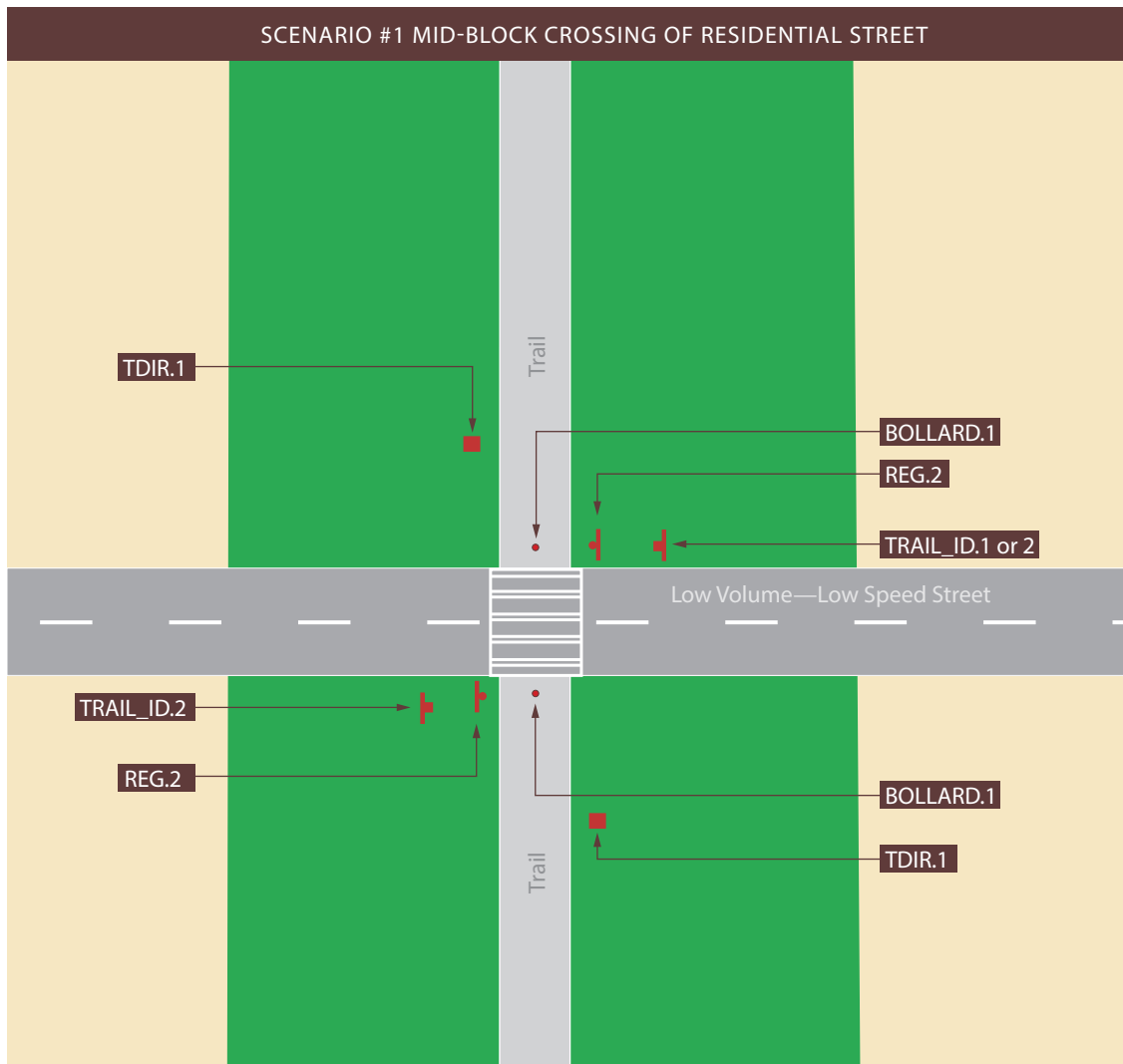
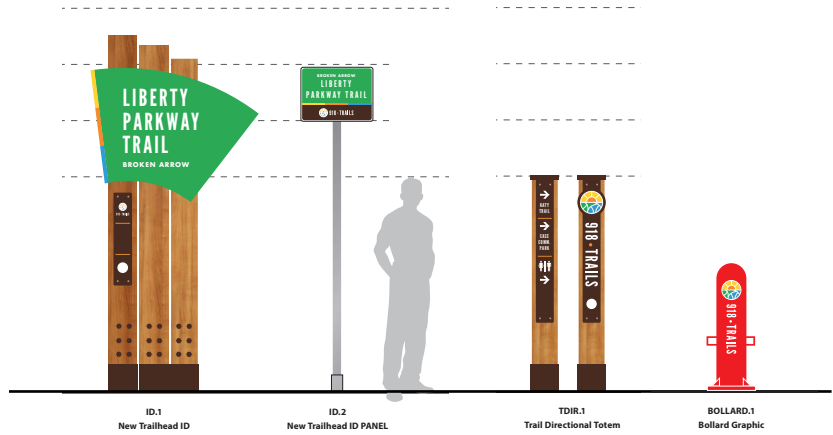
### Bollard Graphics

**Function and Content:** Include opportunities to add the system brand colors to existing features to expand visibility at an affordable rate. Add graphics to existing bollards and incorporate into new trailheads and access routes as they are constructed.

## SCENARIO #1: MID-BLOCK CROSSING OF RESIDENTIAL STREET

The following typical placement scenario is at a trail crossing a low speed street, possibly a residential street. Signage includes:

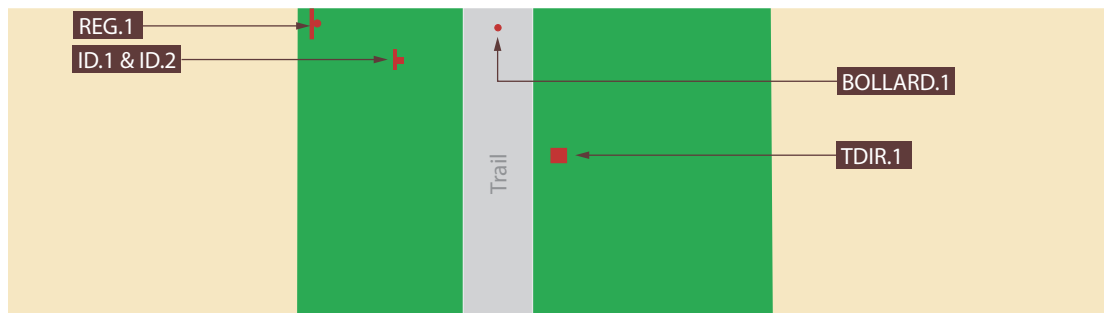
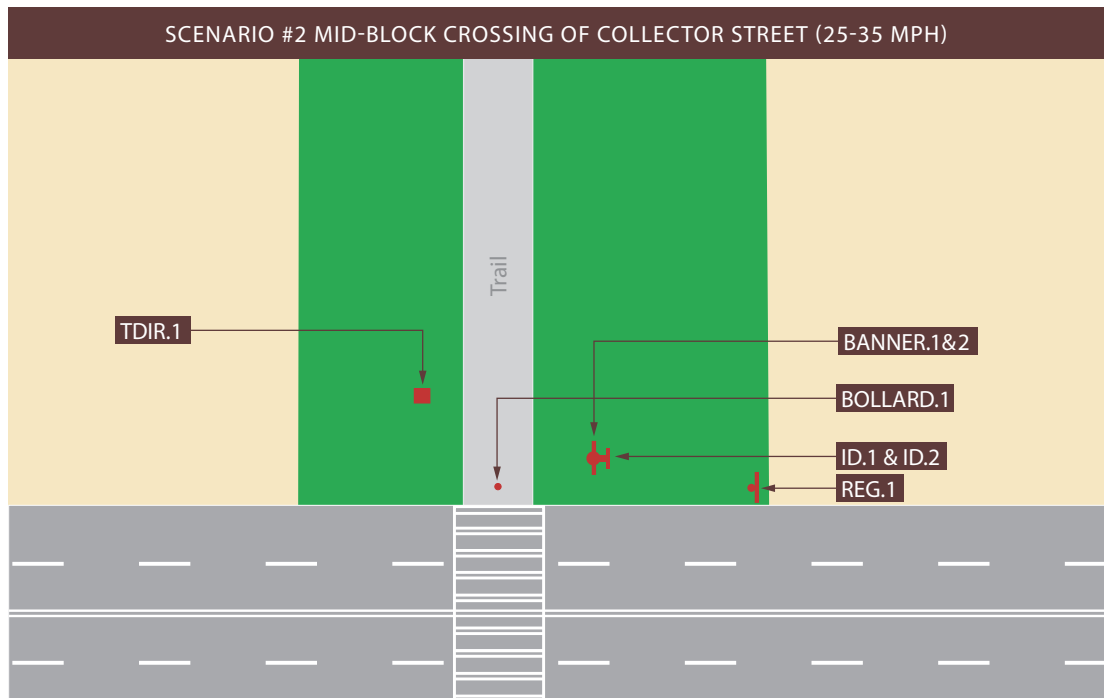
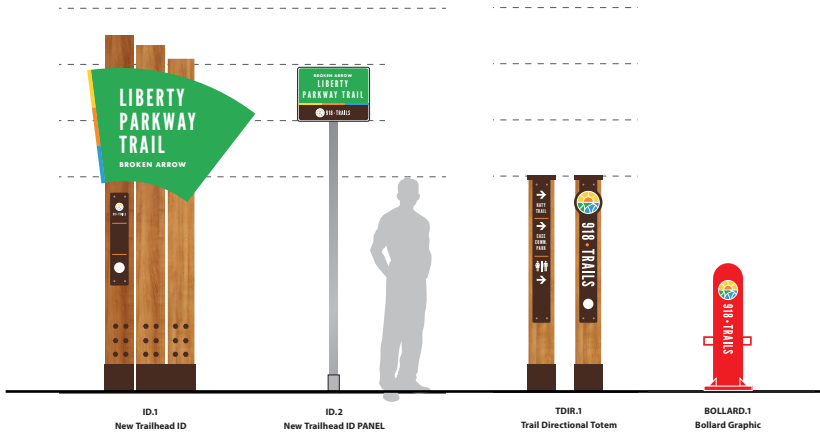
- Trail ID
- Trail Directionals
- Bollards
- MUTCD Regulatory Signage



**SCENARIO #2:  
MID-BLOCK CROSSING OF  
COLLECTOR STREET**

The following typical placement scenario is at a trail crossing a low speed collector street. Signage includes:

- Banner with Trail ID
- Trail Directionals
- Bollards
- MUTCD Regulatory Signage

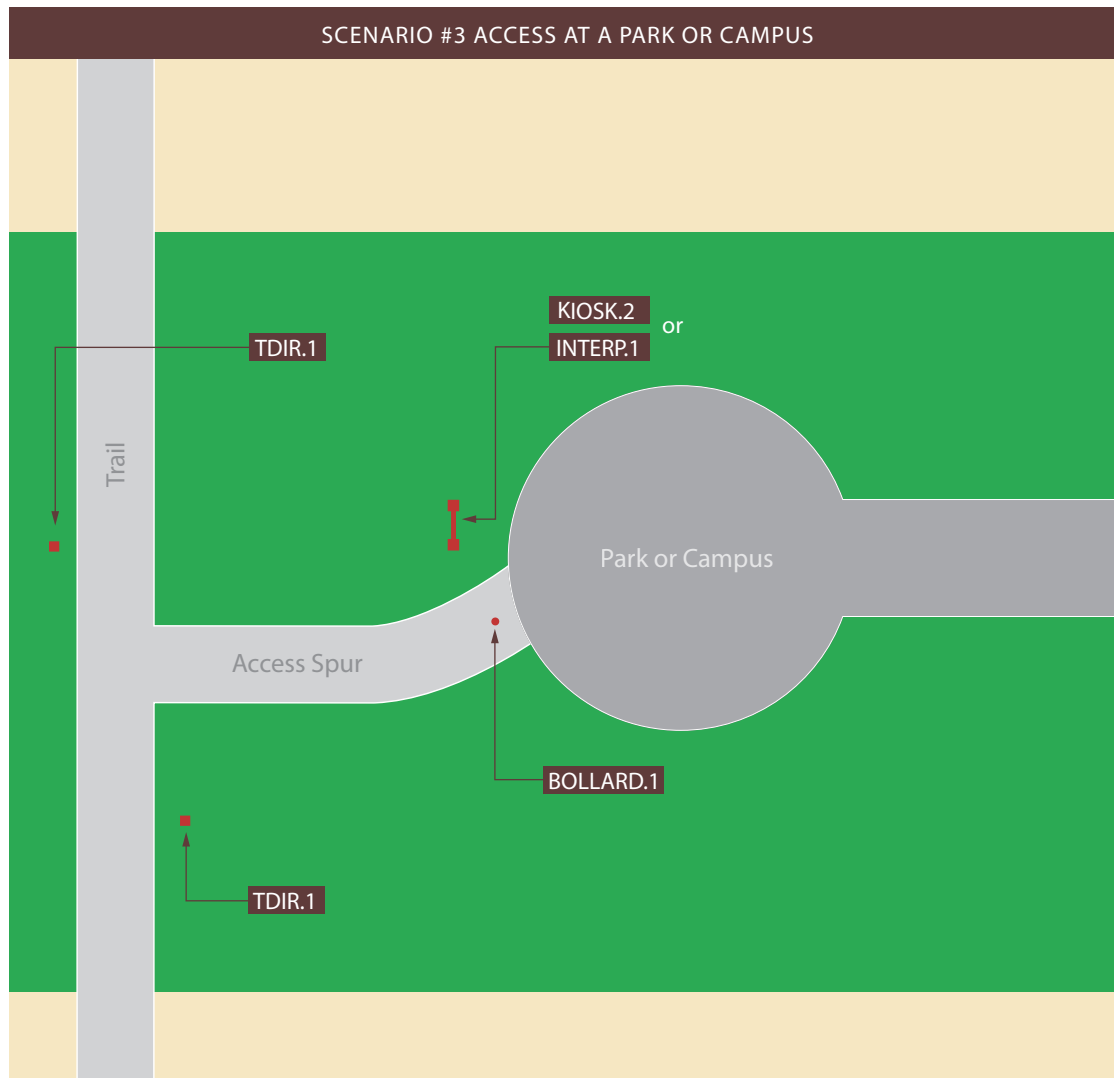
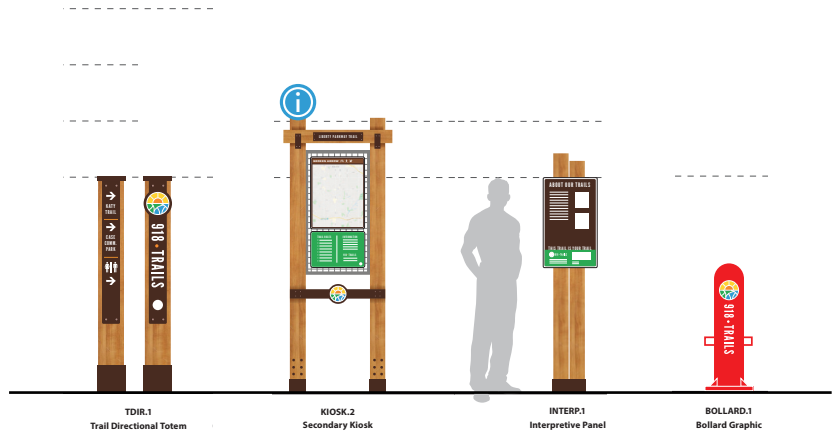


## SCENARIO #3:

### Access Spur - in Park or Campus

The following typical placement scenario is a trail entry point in a park or other campus. Signage includes:

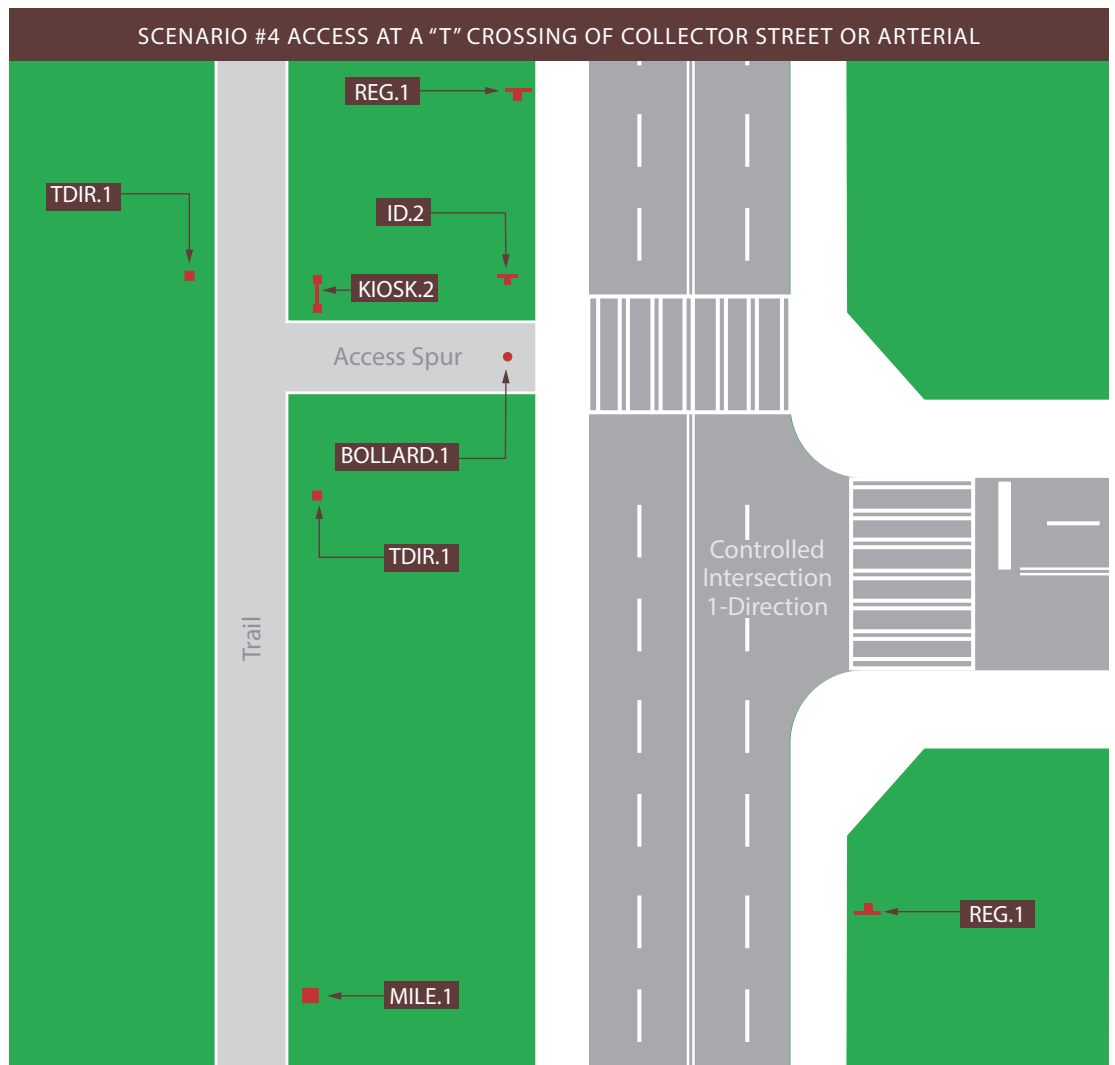
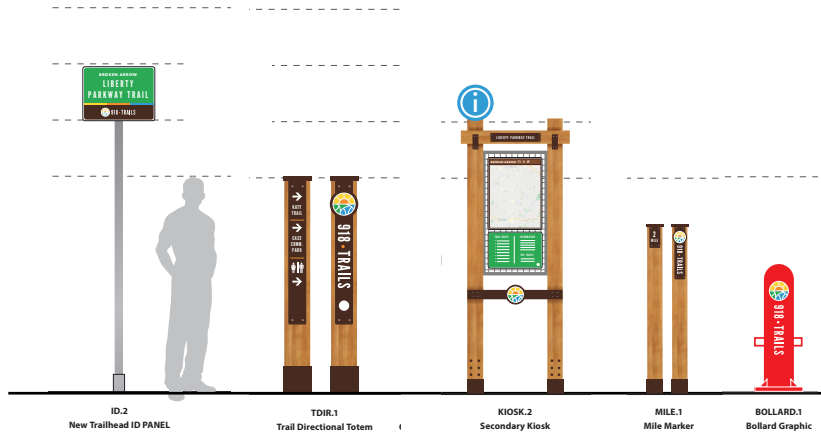
- Small Kiosk or Interpretive graphic
- Trail Directionals
- Bollard



**SCENARIO #4:**  
**T CROSSING OF**  
**COLLECTOR STREET**

The following typical placement scenario is a T-trail collector street or arterial. Signage includes:

- Trail ID Sign
- Trail Directionals
- Small Kiosk
- Mile Markers
- Bollards
- MUTCD Regulatory Signage

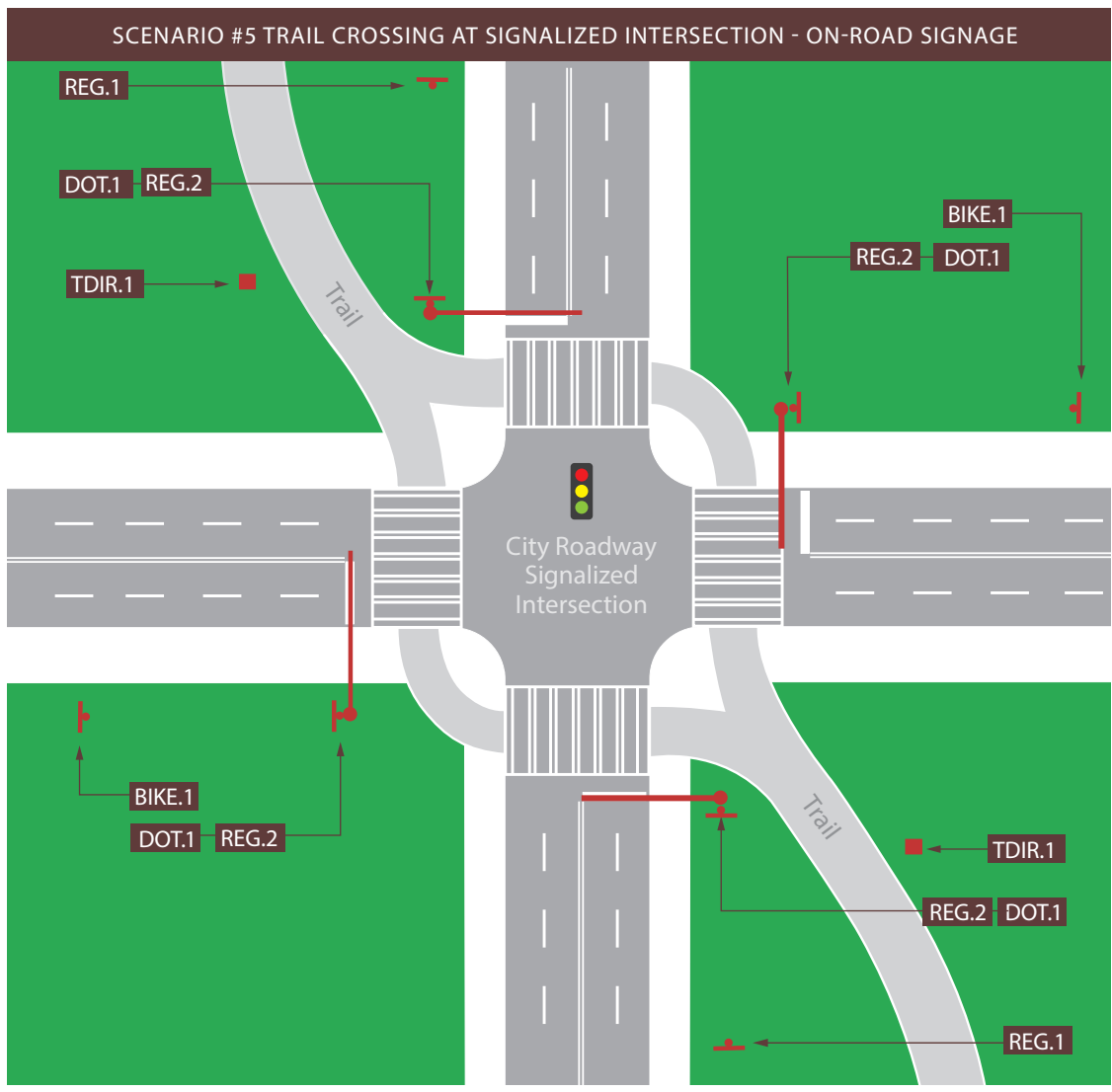
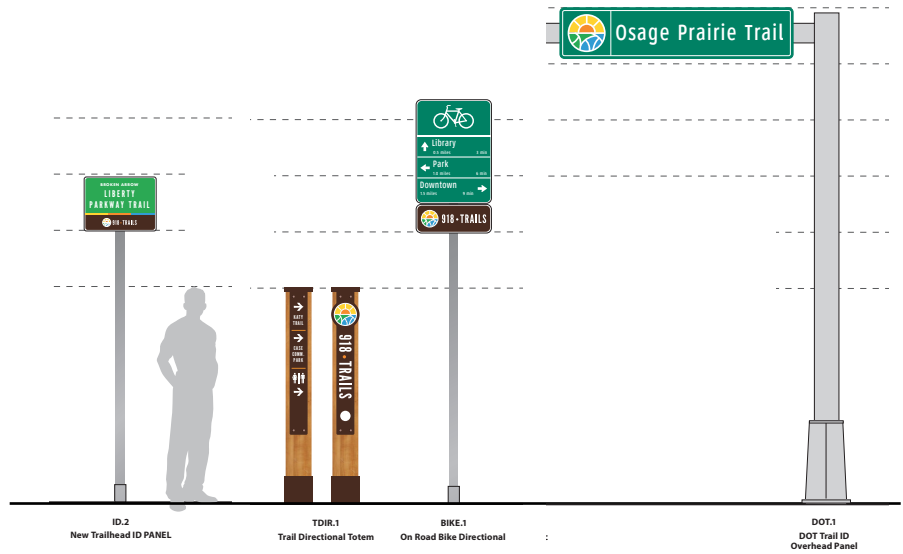


## SCENARIO #5:

### Trail crossing at signalized intersection

The following typical placement scenario is a trail crossing a high-speed road at an intersection with a traffic signal. This can occur in more urban areas. Signage includes:

- Trail ID sign
- Trail directional
- BIKE directional
- Overhead DOT Trail ID sign



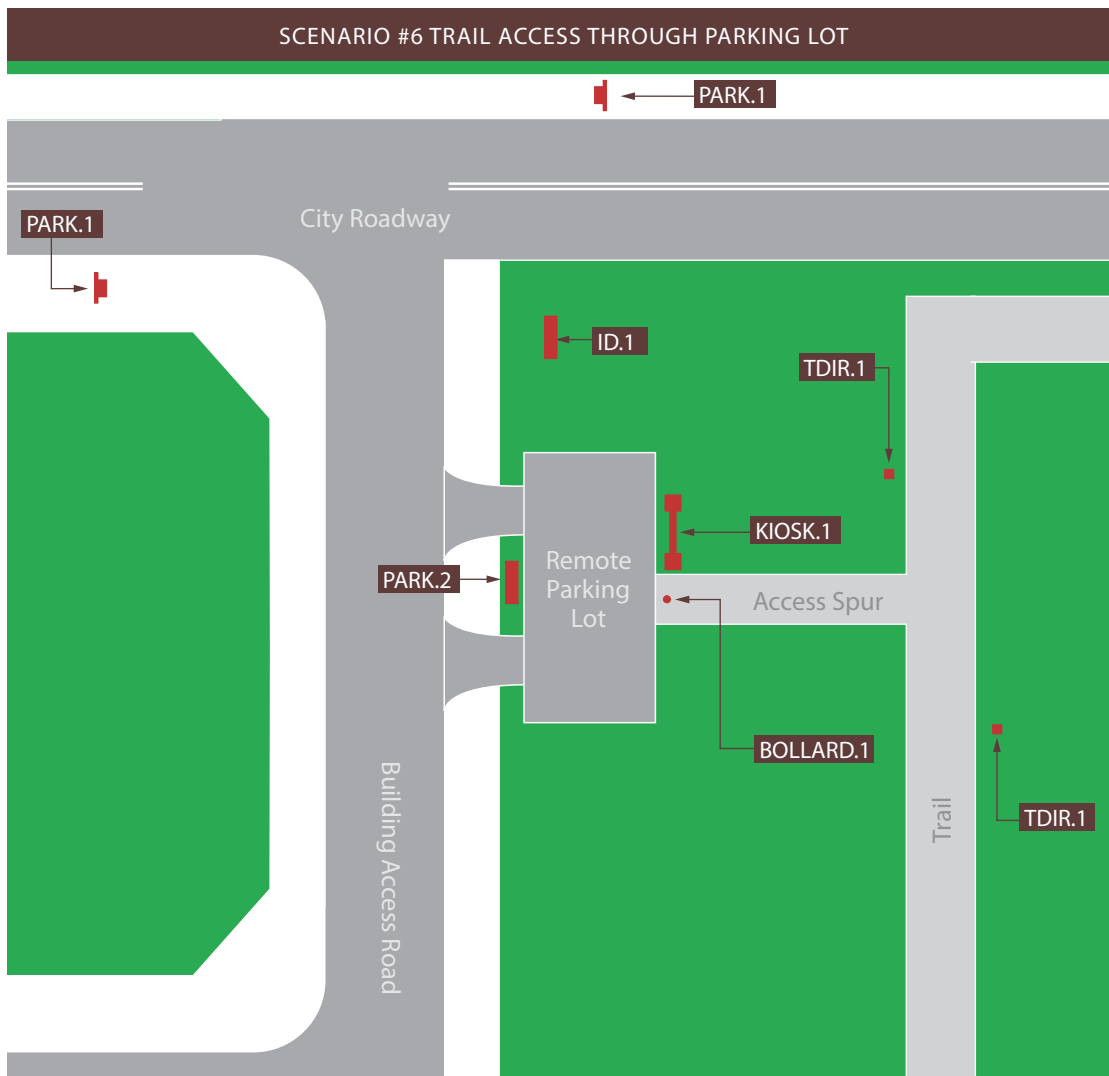
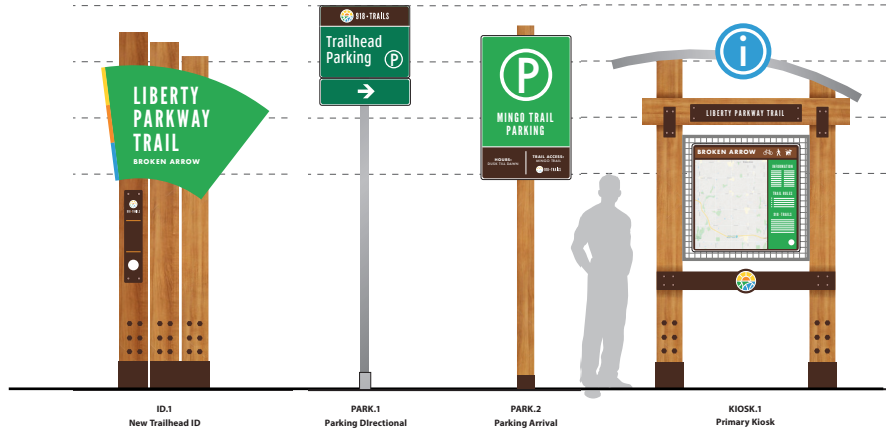


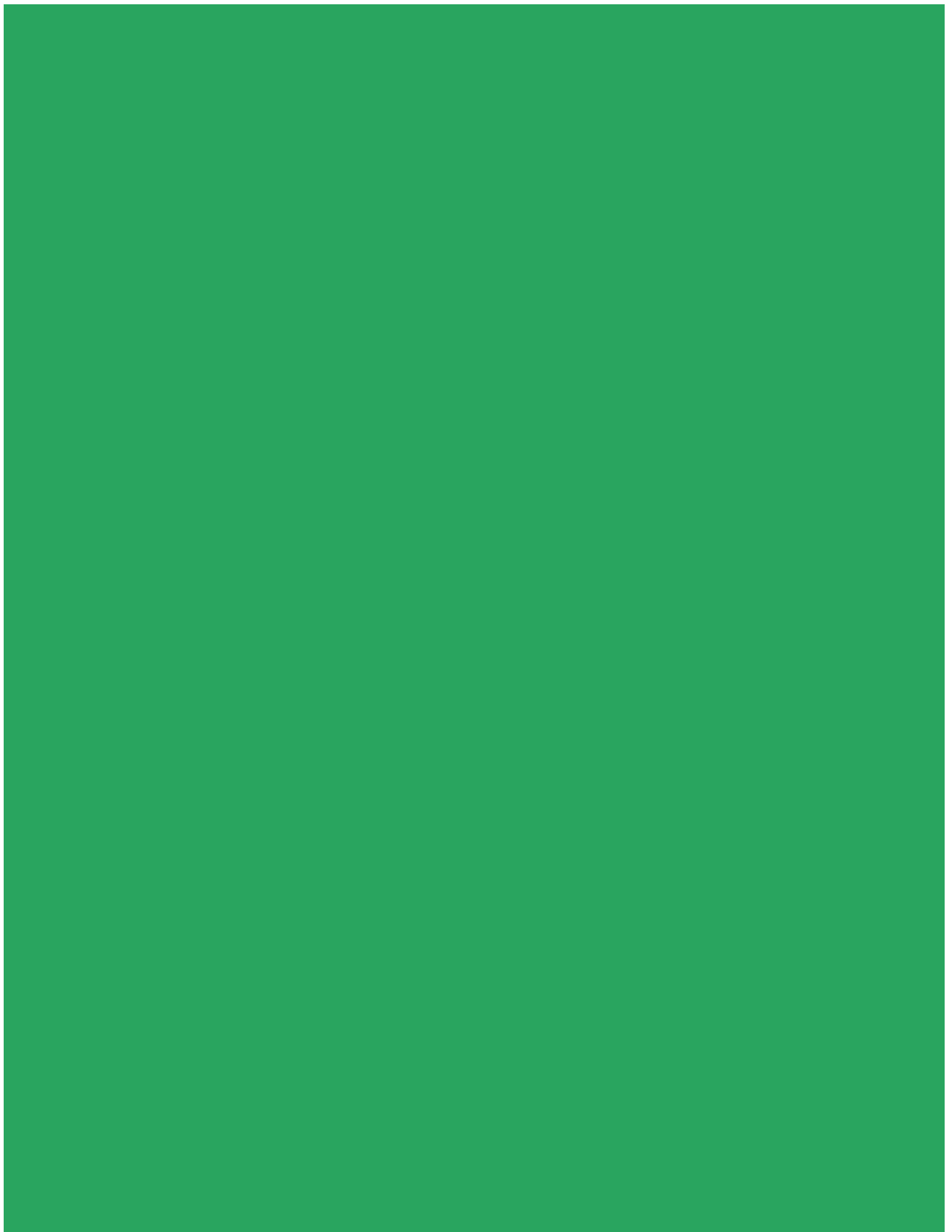
**SCENARIO #6:**

**Trail access through parking lot**

The following typical placement scenario is for trail access from a parking lot, either a specific trailhead parking lot, or a lot being used to promote access to the trail system. Signage includes:

- Large Kiosk
- Trail Directionals
- Parking Directionals
- Trail ID
- Bollard





---

# section 4

## Management & Maintenance

- 4.2 Management of System
- 4.3 Maintenance of System
- 4.8 Acknowledgements

**MANAGEMENT**

The maintenance of the sign system is essential to its success. Worn, outdated or damaged signs do not present a positive image and do not build trust among the end-user, a critical component to wayfinding.

**Maintenance Funding and Contracts**

Maintenance should be the responsibility of either the municipality, county or the designated trail or sign operating and maintenance manager.

**Stakeholder Contribution Contracts**

Each municipality, county or designated trail or sign operating and maintenance manager may create their own, or with additional stakeholders, maintenance and/or sponsorship agreement and/or program with any third-party contractor or sponsor.

**Option A: Quantity of Listings**

Destinations are charged a fee for every time their name is listed on a sign.

**Option B: Equally Distributed**

Total cost is divided equally among all stakeholders, regardless of quantity of listings.

**Option C: Sliding Scale**

Destinations are categorized into tiers. Each tier contributes a set amount.

**Annual Budgets**

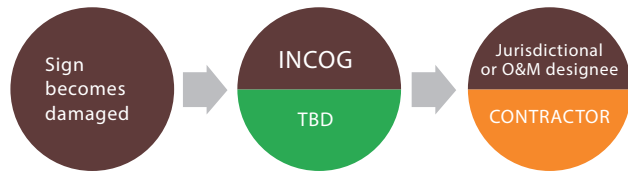
Generally 10% - 15% of the total phasing cost should be established for annual maintenance of the system.

Initial “attic stock” of parts should be included in the base bid of each phase of the project.

By purchasing materials and parts in a large quantity the overall cost of the project can be reduced. Attic stock can include poles (painted), sign panels (painted/no lettering), brackets finished and painted, and other parts.

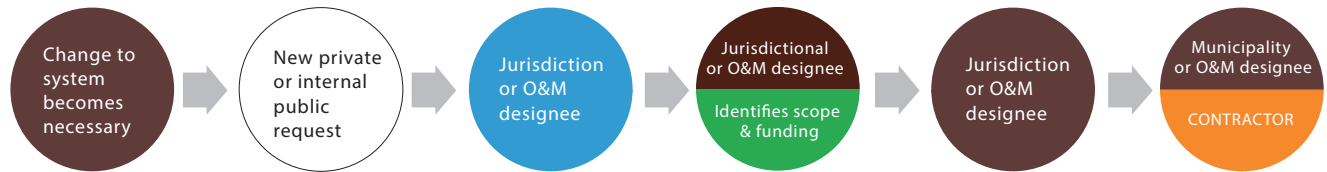


DAY-TO-DAY MAINTENANCE PROCESS FOR REPAIR OR REPLACEMENT OF EXISTING SIGNS



Jurisdiction or O&M designee monitors sign program	WAYFINDING COORDINATOR or Street Sign Manager places order with approved vendor	Jurisdiction or O&M designee: Quality Control Contractor: Fabrication & Installation
--	---	---

LONG TERM MAINTENANCE PROCESS FOR ADDITION, SUBTRACTION or ALTERATIONS TO THE SYSTEM (annual)



New destination need is identified / New trail section opens	Contacts wayfinding/signage coordinator of jurisdiction or O&M designee	Based on program or agreement, reviews request	If multi-jurisdictional, INCOG will assist with coordination.	Jurisdiction or O&M designee places order with approved vendor	Jurisdiction or O&M designee: Quality Control; Contractor: Fabrication & Installation
--	---	--	---	--	---

Sign Longevity	0-4 Years	5-9 years	10-15+ years
<b>Design and Planning</b>	<p><b>Design:</b> General Evaluation of positive and negative aspects of the system.</p> <p><b>Planning:</b> INCOG &amp; Municipalities In-house maintenance based on new requests and circulation/destination updates.</p>	<p><b>Design:</b> General Evaluation of positive and negative aspects of the system.</p> <p><b>Planning:</b> Contract with a consultant to analyze major changes to the trails and necessary system adjustments. 1 or 2 updates possible during this time period.</p>	<p>If the system has not been analyzed since implementation, a major updating is likely to be needed. Outside consultants will be required to review and inventory the system, as well as make suggested changes based on new circulation &amp; destinations</p>
<b>Vandalism</b>	<p>Annual cleaning/repair. Stickers and graffiti are most common.</p> <p>Cleaning solvents and Goo-Gone are typical products utilized.</p>	<p>Parts replacements and full sign replacement as needed.</p> <p>Cleaning solvents and Goo-Gone are typical products utilized.</p>	<p>Parts replacements / full sign replacement as needed.</p> <p>Cleaning solvents and Goo-Gone are typical products utilized.</p>
<b>Cleaning Schedule</b>	Annual Cleaning	Annual Cleaning	Annual Cleaning
<b>Management / Administration</b>	<p>As needed coordination during initial installation, transitioning to quarterly between INCOG/ Municipalities and fabricator during year 1-2. On-going daily monitoring of the system, based on observations, safety issues &amp; user reports.</p>	<p>Annual coordination between INCOG/ Municipalities and fabricator. Day-to-day monitoring of the system, based on observations, safety issues and citizens' reports.</p>	<p>Annual coordination between INCOG/ Municipalities and fabricator. Day-to-day monitoring of the system, based on observations, safety issues and citizens' reports.</p>
<b>Breakaway Product: Transpo</b>	Maintenance Free - Covered under Warranty for 3 years.	Maintenance Free - consider general review as part of yearly inspection process.	Maintenance Free - consider general review as part of yearly inspection process.
<b>Reflectivity Life Span: 3M High Intensity Diamond Grade</b>	Covered under warranty for 5-7 years.	<p>Covered under warranty for 5-7 years.</p> <p>Reflectivity may be effective beyond the warranty period. Individual signs may require sheeting to be replaced during this time period.</p>	<p>Reflectivity becomes less effective, if not previously replaced. 10 – 15 years is the maximum lifespan.</p>

Sign Longevity	0-4 Years	5-9 years	10-15+ years
<b>Custom Color Life Span: 3M High Intensity Diamond Grade</b>	<p>Covered under warranty for 3 years.</p> <p>Color generally maintained beyond warranty period, depends on direction sign panel is facing.</p>	<p>Fading may begin depending on the direction sign panel is facing. Individual signs may require sheeting to be replaced during this time period</p>	<p>Fading occurs, if not previously replaced. 10 -15 years is the maximum lifespan.</p>
<b>General Materials: Aluminum Sign Panels &amp; Posts</b>	<p>Specifications require 5 year fabricator warranty for workmanship.</p> <p>General wear-and-tear maintenance required.</p>	<p>General wear-and-tear maintenance required.</p>	<p>General wear-and-tear maintenance required.</p>
<b>Painted Surfaces</b>	<p>Covered under manufacturers warranty.</p> <p>General maintenance and touch-up will be required.</p>	<p>Warranty expires. Typically color holds up beyond warranty period. Fading may begin depending on the direction sign panel is facing. Individual signs may require individual parts to be replaced during this time period.</p>	<p>Fading occurs – based on direction sign panel is facing. 10 – 15 years is the maximum lifespan to expect.</p>
<b>Sign Panels / Fasteners</b>	<p>Specifications require 5 year fabricator warranty for workmanship. General repairs and replacement due to auto incidents or vandalism. Inspect welds and fasteners for connection integrity.</p>	<p>Quantity of repairs increases, if not maintained previously. Inspect welds and fasteners for connection integrity.</p>	<p>Consider full inventory of system and repairs based on consistency of maintenance and up-keep over the years.</p>
<b>Brackets/ Fins / Details</b>	<p>Specifications require 5 year fabricator warranty. General repairs and replacement of parts due to auto incidents or vandalism. Inspect welds and fasteners for connection integrity.</p>	<p>Quantity of repairs increases, if not maintained previously. Inspect welds and fasteners for connection integrity.</p>	<p>Consider full inventory of system and repairs based on consistency of maintenance and up-keep over the years.</p>
<b>Concrete Footers</b>	<p>Maintenance free. Inspect structural integrity – similar to any construction project.</p>	<p>Maintenance free. Inspect structural integrity – similar to any construction project.</p>	<p>Maintenance free. Inspect structural integrity – similar to any construction project.</p>

## ACKNOWLEDGEMENTS

The team would like to thank a number of people and organizations that have contributed to the creation of this document, including:

### Steering Committee:

Anna America, *City of Tulsa Parks & Rec*  
 Rich Brierre, *INCOG*  
 Grant Gerondale, *City of Sand Springs*  
 Kyle Lee, *Muscogee (Creek) Nation*  
 Matt Meyer, *River Parks Authority*  
 Viprava Putta, *INCOG*  
 Jane Ziegler, *INCOG*

### Regional Branding Participant Organizations:

Ascension St. John	HILTI
Bicycle Pedestrian Advisory Committee	Humble Sons, Inc.
Broken Arrow Parks & Rec	INCOG
City of Bixby	Lake Claremore Trails
City of Broken Arrow Planning	Muscogee (Creek) Nation Secretary of Interior
City of Claremore Planning	Muscogee (Creek) Nation Tourism & Rec
City of Glenpool Planning	Osage County
City of Jenks	Osage Nation Office of Assistant Chief
City of Owasso Planning	Public/User Groups
City of Sand Springs	River Parks Authority
City of Sapulpa Parks & Rec	Tulsa Bike Share
City of Tulsa Mayor's Office	Tulsa County Commissioner's Office
City of Tulsa Parks & Rec	Tulsa County Parks & Rec
City of Tulsa Planning	Tulsa Hub
City of Tulsa Streets & Stormwater	Tulsa Regional Chamber
Downtown Coordinating Council	Tulsa Urban Wilderness Coalition
George Kaiser Family Foundation	Visit Tulsa
Gilcrease Museum	

### Consultant Team:

MERJE

We also thank the members of the community for their interest in connecting communities through the 918 Trails system!



This page is intentionally left blank.

