CHAPTER 9
SIGNS

Field Closure Sign
Information Kiosk
Park Regulatory Sign
Park Regulatory Sign Text
Wayfinding Park Sign System
Field Closure Sign

Chapter 9: Signs

Purpose
The field closure sign is a weather and vandal resistant flip sign for communicating the use status of athletic fields.

General Information
Signs shall be aluminum and include a backboard with one flip panel.

Materials and Finish
Sign backboards shall be 2 feet vertical dimension x 2 feet horizontal dimension.

Sign flip panels shall be 1 foot vertical dimension x 2 feet horizontal dimension.

Sign backboard and flip panel shall have bright white reflective backgrounds.

Sign backboard text shall read ‘Field Closed’ in red letters. Red shall be PMS 485 C.

Sign flip panel text shall read ‘Field Open’ in green letters. Green shall be PMS 370 C.

Installation
Signs shall be mounted on the field perimeter fence at the central/prominent access gate. Signs shall be attached using 9 gauge wire or screen clamps, coated to match the fence fabric.

Signs shall be mounted on the fence 3 feet-6 inches vertical distance from the bottom of the sign to adjacent finish grade and level.

Flip panel shall be lockable to secure the panel to the fence.

Life Cycle Expectations
A 1 year minimum warranty is required.

Signs are anticipated to require replacement after 10 years based on normal and ordinary use.
**Purpose**

The information kiosk is a weather and vandal resistant location for the posting of temporary and seasonal programing, rule changes and safety information.

**General Information**

Information kiosks shall be comprised of a message board, vandal-proof glass or acrylic display panel, and a small roof to protect the contents from the weather.

The standard information kiosk is the Barco, Medium Message Center, model KMC2145 in black, or City approved equal.

**Materials and Finish**

Information kiosks shall be constructed of weather resistant recycled plastic, resin or composite resin composed of 50% wood fiber and 50% polyethylene or fiberglass.

Free-standing kiosks shall be supported by 4 inch by 4 inch posts (nominal dimensions).

Free-standing kiosks shall be double sided.

The interior display panel shall have a water and weather tight seal.

Interior display panels shall have a lock mechanism.

**Features**

Low energy, LED lighting is available.

Colored, recycled rubber mounting board or cork panels are are available for the message board.

**Installation**

Information kiosks must be installed permanently through a surface bolt or in-ground system, consistent with the manufacturer’s recommendation.

Kiosks shall be installed adjacent to pathways and parallel to the direction of travel. Kiosks installed perpendicular to the pathway shall include a concrete viewing pad parallel to the kiosk of equal width.

**Life Cycle Expectations**

A 10 year minimum warranty is required.

Structures are anticipated to require replacement after 15-20 years based on normal and ordinary wear.

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Kiosk elevation

Kiosk section
PARK REGULATORY SIGN

CHAPTER 9: SIGNS

PURPOSE
Permanent regulatory information such as park hours, rules, regulations, emergency contact information and non-seasonal programming shall be posted at all parks.

GENERAL INFORMATION
Signs shall clearly state the name of the park, the City of Alexandria as the park operator, and a contact number to report safety issues.
Signs shall be posted in unobstructed viewsheds near activity centers or park entrances.
Consistent with the Code of Alexandria, new language shall be approved by the City Manager.

MATERIALS AND FINISH
Materials shall be durable, reflective, weather resistant, UV resistant and low-glare.
Sign graphics, colors and fonts shall coordinate with the City of Alexandria Wayfinding Program.
Sign shall be ⅛ inch thick aluminum.

INSTALLATION
Signs shall be permanently affixed to fences or attached to a standard post per the methods identified in the City of Alexandria Wayfinding Program Manual.
Signs shall not be posted at a height greater than 4 feet from finish grade to the center of the sign board.
At time of installation, outdated or repetitive signage shall be removed.

FEATURES
Signs shall not vary from the template provided by the Director of Parks, Recreation and Cultural Activities.
Signs shall use Forest Green (Pantone 560) in the frame.
Sign frame font shall be FF Unit Medium.
Sign information font shall be Whitney Medium.
Signs shall be the following sizes as determined by location, size of park, and visibility: 18 x 24, 24 x 24, 24 x 36, or 36 x 48 inches.
QR codes shall be provided for Dog Park signs.
Signs shall be oriented in a portrait direction.
Authorized signs are approved for the following special areas:
• Fields/Active Recreation Sites
• Natural Areas
• Picnic Areas
• Playgrounds
• Ponds
• Residential Neighborhoods
• Waterfront, including Marina
• Dog Parks

LIFE CYCLE EXPECTATIONS
Signs shall have a UV and vandal resistant protective coating.
Signs are anticipated to require replacement after 10 years based on normal and ordinary wear.
Welcome to
Park Name Here
Park Address Here

- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages

For non-emergency police assistance, call 703-838-4444.
For general recreation information, call 703-746-4343 or visit www.alexandriava.gov/recreation.

Use of this park is subject to the Alexandria City Code, including, but not limited, to sections 6-1-8.

Department of Recreation, Parks, and Cultural Activities

Park regulatory sign for all parks
Park Regulatory Sign Text

Chapter 9: Signs

Purpose
Park regulatory signs shall use the following text.

All Park Areas
(except user specific, such as dog parks, Waterfront parks, athletic fields/synthetic turf, etc.)

- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages

For non-emergency police assistance, call 703-838-4444. For General recreation information, call 703-746-4343 or visit www.alexandriava.gov/recreation. Use of this park is subject to the Alexandria City Code, including, but not limited to section 6-1-8.

Fields/Active Recreation Sites
- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages
- No dogs allowed on field
- Field use by permit only
- No golfing
- Vehicles in designated areas only; the City of Alexandria is not responsible for damage to vehicles in this lot
- No vehicle maintenance allowed on site
- Add for diamond fields: No hitting balls into fence

Natural Areas
- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound
- No alcoholic beverages
- Stay on trails to protect native plants and to avoid poison ivy
- Disturbing park wildlife or plants is prohibited

Picnic Areas
- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages
- No organized sports allowed in picnic areas
- Fires are permitted in park grills only
- Picnic areas available by reservation April-October; to reserve please call 703-746-4343
# Park Regulatory Sign Text

## Ponds
- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages
- Do not feed the wildlife
- Do not allow your pet in the pond
- No fishing in the pond
- No entering the water

## Residential Neighborhoods
- This is a residential neighborhood. Please be kind to your neighbors
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages

## Playgrounds
- Park hours are from sunrise to sunset, except by permitted use
- No dogs allowed in playground area
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No glass or other breakable objects permitted
- Bicycles, skateboards or roller skates are prohibited in the playground area
- Keep play equipment and its perimeters free of obstructions and loose objects
- No alcoholic beverages
- Children should be accompanied by an adult
- Children should use age-appropriate equipment
- Avoid use of equipment when surfaces are wet or hot
- Proper footwear required

## Waterfront (Including Marina)
- Park hours are from 5 a.m. to 10 p.m., except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages
- No roller skates, rollerblades, or skateboards
- No commercial activity allowed, except by permitted use
- No ball playing or thrown objects
- No fishing in the marina area
Welcome to
Nannie J. Lee Fields
1108 Jefferson Street

- Park hours are from sunrise to sunset, except by permitted use
- Dogs must be on a leash and handlers must clean up after their pet
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No alcoholic beverages
- No dogs allowed on field
- Field use by permit only
- No golfing
- No vehicle maintenance allowed on site
- Vehicles in designated areas only; the City of Alexandria is not responsible for damage to vehicles in this area

Use of this park is subject to the Alexandria City Code, including, but not limited to section 6-1-8. For non-emergency police assistance, call 703-836-4444. For general recreation information, call 703-746-4343 or visit www.alexandriava.gov/recreation.

Welcome to
E. Del Ray Avenue Park Playground
1 & 7 East Del Ray Avenue

- Park hours are from sunrise to sunset, except by permitted use
- No dogs allowed in playground area
- Use trash cans to dispose of all waste
- No amplified sound, except by permitted use
- No glass or other breakable objects permitted
- Bicycles, skateboards or roller skates are prohibited in the playground area
- Keep play equipment and its perimeters free of obstructions and loose objects
- No alcoholic beverages
- Children should be accompanied by an adult
- Children should use age-appropriate equipment
- Avoid use of equipment when surfaces are wet or hot
- Proper footwear required

For non-emergency police assistance, call 703-836-4444. For general recreation information, call 703-746-4242 or visit www.alexandriava.gov/recreation.

City of Alexandria
June 01, 2012
UNFENCED DOG EXERCISE AREAS

- All dogs must be under the owner’s/handler’s control.
- Only three dogs per person (owner/handler) are allowed.
- All dog handlers must have a leash in hand at all times.
- No female dogs in heat are allowed.
- Only dogs 4 months and older are allowed.
- Dogs must be legally licensed, vaccinated and wearing both current tags.
- Dog owners/handlers must keep their dog(s) in view at all times.
- Any bite of a person or other dog must be immediately reported to Alexandria Animal Control and parties involved must wait for an officer to respond, except in the case where immediate medical care is needed.
- Dogs are not allowed to bark incessantly or to the annoyance of the neighborhood.
- Dog owners/handlers must immediately pick up and dispose of, in trash receptacles, all dog feces.
- Aggressive dogs are not allowed at any time. An aggressive dog is defined as a dog posing a threat to human beings or other dogs. Owner/handlers are legally responsible for their dog(s) and any injury or damage to facilities caused by them. Dogs must be on leash when entering and exiting.
- Report violations to Alexandria Animal Control 703-746-4774.
- The following City Codes apply to the park 6-1-2.2, 5-7-35, 5-7-42, 5-7-40, 5-7,38, 5-7-47

Welcome to the
Ft. Ward Park
Dog Exercise Area

Dog Exercise Area Rules and Regulations

- All dogs must be under the owner’s/handler’s control.
- Only three dogs per person (owner/handler) are allowed.
- All dog handlers must have a leash in hand at all times.
- No female dogs in heat are allowed.
- Only dogs 4 months and older are allowed.
- Dogs must be legally licensed, vaccinated and wearing both current tags.
- Dog owners/handlers must keep their dog(s) in view at all times.
- Any bite of a person or other dog must be immediately reported to Alexandria Animal Control and parties involved must wait for an officer to respond, except in the case where immediate medical care is needed.
- Unleashed dogs must remain within the boundaries of the dog exercise area, as defined by bollards.
- Dogs are not allowed to bark incessantly or to the annoyance of the neighborhood.
- Dog owners/handlers must immediately pick up and dispose of, in trash receptacles, all dog feces.
- Aggressive dogs are not allowed at any time. An aggressive dog is defined as a dog posing a threat to human beings or other dogs. Owner/handlers are legally responsible for their dog(s) and any injury or damage to facilities caused by them. Dogs must be on leash when entering and exiting.

Report Violations to Alexandria Animal Control 703-746-4774.
The following City Codes apply to the park 6-1-2.2, 5-7-35, 5-7-42, 5-7-40, 5-7,38, 5-7-47

...Thank You!

Park sign for unfenced dog exercise areas
Fenced Dog Exercise Areas

- All dogs must be under the owner’s/handler’s control.
- Only three dogs per person (owner/handler) are allowed.
- All dog handlers must have a leash in hand at all times.
- No female dogs in heat are allowed.
- Only dogs 4 months and older are allowed.
- Dogs must be legally licensed, vaccinated and wearing both current tags.
- Dog owners/handlers must keep their dog(s) in view at all times.
- Any bite of a person or other dog must be immediately reported to Alexandria Animal Control and parties involved must wait for an officer to respond, except in the case where immediate medical care is needed.
- Dogs are not allowed to bark incessantly or to the annoyance of the neighborhood.
- Dog owners/handlers must immediately pick up and dispose of, in trash receptacles, all dog feces.
- Aggressive dogs are not allowed at any time. An aggressive dog is defined as a dog posing a threat to human beings or other dogs. Owner/handlers are legally responsible for their dog(s) and any injury or damage to facilities caused by them. Dogs must be on leash when entering and exiting.
- Children under the age of 16 must be accompanied by an adult when inside a Fenced Dog Park.
- Food is not allowed inside the Fenced Dog Park, non-alcoholic beverages are allowed.

- Report violations to Alexandria Animal Control 703-746-4774.
- The following City Codes or more apply to the park 6-1-2.2, 5-7-35, 5-7-42, 5-7-40, 5-7,38, 5-7-47
WAYFINDING PARK SIGN SYSTEM

Chapter 9: Signs

Purpose
The City of Alexandria Wayfinding sign package shall be used for all park identification. Implementation shall be coordinated with the Department of Transportation and Environmental Services (T&ES) and the City of Alexandria Wayfinding Design Guidelines Manual and the Wayfinding Technical Manual.

General Information
The following signs shall be consistent with the guidelines identified by the Wayfinding Plan including park entrance and identification, interpretive panels, automotive trail blazing and pedestrian/bike trail signs.

Signs may require City of Alexandria sign and building permits.

Materials and Finish
Park identification signs shall be the DI.2 Single Post Large Destination Identification sign, the DI.2a Single Post Small Destination Identification Sign, or the DI.3 Double Post Destination Identification sign.

Installation
Duplicate/old signs shall be removed from parks.

Signs shall be installed close to trail heads, entrance drives and pedestrian trails. Signage shall not hang into pathways or impede mobility devices.

Life Cycle Expectations
A workmanship warranty of 5 years minimum is required.

Signs are anticipated to require replacement after 15-20 years based on normal and ordinary use.
Wayfinding Park Sign System

Colors and Finishes

Colors and finishes have been selected from a range of high-quality, industry-standard sources and are readily available to fabricators and end-users alike. The color swatches shown in these standards are for illustrative purposes only and should not be used for color proofing - all color matching should be done with physical samples, in the form of color chips and vinyl sample sheets.

Color specifications are indicated in the following hierarchy:

Color Name (Color Reference for Text)
Paint (P#)
Opaque Vinyl (OV#)
Reflective Vinyl (RV#)
Translucent Vinyl (TV#)
Hi-Intensity Vinyl (HV#)
High Resolution Digital Printing (D#)

Not all colors require the full range of film (vinyl) and paint equivalents.

Paint and vinyl have been sourced from the following manufacturers:

Paints:
Map (Matthews Paint Company)
www.matthewspaint.com
Akzo Nobel Sign Finishes
www.signfinishes.com

Vinyl Films:
3M
www.3M.com/graphics
Avery Graphics
www.averygraphics.com
Arlon
www.arlong.com
**Wayfinding Park Sign System**

**Chapter 9: Signs**

**Type Standards**

The palette of fonts developed for the sign standards respond to the varying needs of legibility and aesthetics, and can be grouped into the following broad categories:

Wayfinding and Legibility

- FHWA Series 2000 (TF1)
- FF Unit Medium (TF2)

Secondary Text

- Aviano Sans Regular (used for Alexandria logotype)
- Electra Family (used for interpretive text) (TF5, TF5A, TF4B)
- Whitney Family (used for interpretive text) (TF4, TF4A, TF4B, TF4C, TF4D, TF4E, TF4G, TF4H)
WAYFINDING PARK SIGN SYSTEM

Type standards
Wayfinding Park Sign System

Chapter 9: Signs

Icon standards

City of Alexandria
June 01, 2012
**Wayfinding Park Sign System**

**Small Single Post Details**

*Finial:* Fabricated aluminum finial tapers from 4 inches at bottom to 2 inches at top across 6 5⁄8 inch length P2 mechanically fastened to reveal plate.

*Reveal:* ¾ inch exposed plate inset ¾ inch from outside of post painted D15, attached to post with plug welds, ground smooth.

*Cross Bar:* 1 inch thick by 2 ½ inch wide aluminum flat bar or aluminum rectangular tube P2 welded to post.

*Sign Panels:* Two ⅛ inch thick aluminum panels inserted into fram from the side. Color D15 with applied vinyl graphics.

*Frame:* 1 ½ inch deep by 1 ¾ inch wide by ¾ inch thick square corner angle painted P14, with inside frame return painted P16. Internal structure as required to support two sign panels that slide in from the outside edge.

*Footer Panel:* 1 ½ inch deep fabricated aluminum panel painted P2, with P3 “Alexandria” and P27 “City of & Est. 1749”.

*Post:* 4 inch square aluminum post painted P2.

*Baseplate/Footing:* Below-grade baseplate with stainless steel anchor bolts set into poured in place concrete footing.

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*Park sign - single post - small*
Wayfinding Park Sign System

Chapter 9: Signs

Small Single Post Details


Seal/Logo Field: 5 ¼ inch by 5 ¼ inch square field for seal/logo artwork as supplied by entity. Seal/logo masked and sprayed color D14. Located 2 inches from top and right of visible sign panel aligned to top right of box.

Supplemental Text A: Color OV3, ¾ inch cap height TF4D set in lower case (height based on lowercase E) optically spaced and tracked +180 em in Adobe Illustrator. Located ¾ inch below seal.

Destination Name Grid A: Color OV1 2 ½ inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on ¾ inch line spacing.

Destination Name Grid B: Color OV1 2 ½ inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on ¾ inch line spacing.

Destination Name Grid C: Color OV1 3 inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on ¾ inch line spacing.

Supplemental Text B Grid A/B: Color OV3 1 ¼ inch cap height on 2 ⅛ line spacing TF4B optically spaced and tracked +10 em in Adobe Illustrator. Set 1 inch below OV3, ¼ inch rule.

Supplemental Text B Grid C: Color OV3 1 inch cap height on 1 ⅝ line spacing TF4B optically spaced and tracked +10 em in Adobe Illustrator. Set 1 inch below OV3, ¼ inch rule.
Wayfinding Park Sign System

Large Single Post Details

Finial: Fabricated aluminum finial tapers from 4 inches at bottom to 2 inches at top across 6 ⅝ inch length P2 mechanically fastened to reveal plate.

Reveal: ¾ inch exposed plate inset 3¼ inch from outside of post painted D15, attached to post with plug welds, ground smooth.

Cross Bar: 1 inch thick by 2 ½ inch wide aluminum flat bar or aluminum rectangular tube P2 welded to post.

Sign Panels: Two ¼ inch thick aluminum panels inserted into frame from the side. Color D15 with applied vinyl graphics.

Frame: 1 ¼ inch deep by 1 ¾ inch wide by ¾ inch thick square corner angle painted P14, with inside frame return painted P16. Internal structure as required to support two sign panels that slide in from the outside edge.

Footer Panel: 1 ½ inch deep fabricated aluminum panel painted P2, with P3 “Alexandria” and P27 “City of & Est. 1749”.

Post: 4 inch square aluminum post painted P2.

Baseplate/Footing: Below-grade baseplate with stainless steel anchor bolts set into poured in place concrete footing.
**Wayfinding Park Sign System**

**Chapter 9: Signs**

**Large Single Post Details**


**Seal/Logo Field**: 8 inch by 8 inch square field for seal/logo artwork as supplied by City. Seal/logo masked and sprayed color D14. Located 1 ⅛ inches from top and right of visible sign panel aligned to top right of box.

**Supplemental Text A**: Color OV3, 1 ¼ inch cap height TF4D set in lower case (height based on lowercase E) optically spaced and tracked +180 em in Adobe Illustrator. Located 1 ¼ inch below seal.

**Destination Name Grid A**: Color OV1 4 inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on 5 ⅜ inch line spacing.

**Destination Name Grid B**: Color OV1 4 inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on 5 ¼ inch line spacing.

**Destination Name Grid C**: Color OV1 3 ½ inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on 5 inch line spacing.

**Destination Subtitle**: Color OV1 3 inch, TF4B optically spaced and tracked +10 em in Adobe Illustrator.

**Supplemental Text B Grid A/B**: Color OV3 1 ¼ inch cap height on 3 ¼ line spacing TF4B optically spaced and tracked +10 em in Adobe Illustrator. Set 1 inch below Color OV3, ¼ inch rule.

**Supplemental Text B Grid C**: Color OV3 1 ¼ inch cap height on 2 ½ line spacing TF4B optically spaced and tracked +10 em in Adobe Illustrator. Set 1 ½ inch below Color OV3, ¼ inch rule.

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Park sign - single post - large
**Wayfinding Park Sign System**

**Double Post Details**

**Post Cap:** 5 ½ inch square by 1 inch aluminum plate welded to post, all welds ground smooth.

**Cross Bar:** 1 ½ inch thick by 3 inch wide aluminum flat bar or aluminum rectangular tube P2 welded to post.

**Sign Panels:** Two ¼ inch thick aluminum panels inserted into frame from the top. Color D15 with applied vinyl graphics.

**Frame:** 1 ½ inch deep by 1 ½ inch wide by ½ inch thick square corner angle painted P14, with inside frame return painted P16. Internal structure as required to support two sign panels that slide in from the top.

**Footer Panel:** 1 ½ inch deep fabricated aluminum panel painted P2, with P3 “Alexandria” and P27 “City of & Est. 1749”.

**Post:** 4 ½ inch square aluminum post painted P2.

**Baseplate/Footing:** Below-grade baseplate with stainless steel anchor bolts set into poured in place concrete footing.
**Wayfinding Park Sign System**

**Chapter 9: Signs**

**Double Post Details**

**Frame:** 1 ½ inch painted aluminum frame, color P14. Inside frame return painted as accent color, P16.

**Seal/Logo Field:** 1 inch to 2 inches by 1 inch to 2 inches square field for seal/logo artwork as supplied by City. Seal/logo masked and sprayed color D14. Located 3 inches from top and right of visible sign panel aligned to top right of box.

**Supplemental Text A:** Color OV3, 1 ½ inch cap height TF4D set in lower case (height based on lowercase E) optically spaced and tracked +180 em in Adobe Illustrator. Located 4 ½ inch below seal.

**Destination Name Grid A:** Color OV1 6 inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator.

**Destination Name Grid B/C:** Color OV1 5 inch cap height, TF2 optically spaced and tracked -25 em in Adobe Illustrator set on 7 ¼ inch line spacing.

**Supplemental Text B Grid A/B/C:** Color OV3 5 inch cap height TF4B optically spaced and tracked +10 em in Adobe Illustrator. Set 2 inch below Color OV3, ¼ inch rule.

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Witter Recreational Fields

2700 Witter Drive