

DRAFT EPTA SIGNAGE COMMITTEE REPORT 6-22-2016

Submitted by committee

The EPTA Signage committee met in East Brady at 10:00 AM on Friday, June 22, 2016

Members present:

Roy Weil
Deb Frawley
Marilyn Black
Toni Henry

GENERAL MEETING NOTES:

1. Approval from ATA

- a. This approval was given at the ATA Board meeting on April 17 but not yet received by EPTA in writing. Roy will obtain the ATA meeting minutes as a record of the approval. The EPTA signage committee will continue to work on our guidelines adopting many of the sign types and specification in the GAP Guidelines.

2. Status of draft manual

- a. The committee members went through Roy's latest draft of our guidelines page by page with the following notations:
 - i. Typographic errors will be corrected (not itemized at the meeting).
 - ii. "Erie Pittsburgh Trail Alliance" at the bottom of each page will be edited to "Erie To Pittsburgh Trail Alliance".
 - iii. All references to "Passage" will be changed to "Trail".
 - iv. All illustrations of and use of the EPT logo must include the registration symbol.
 - v. Font info will be changed from Myriad to Cachet.
 - vi. Deb will confirm that the General Graphic Specifications are the Park Service Standards. Credit in the text of this page will be edited. Text will be added to provide the EPTA website as a source for digital files.
 - vii. All reference to Trail Town will be eliminated with the exception of the credits.
 - viii. Funding sources for sign implementation will change to list those suited to the relevant counties and other potential EPTA partners.
 - ix. Signage and post vendors will be listed in an appendix and not in the body of text on main pages.
 - x. PennDOT standards for bike route, sharrows and share the road signage will be a page in the appendix. PennDOT approved sources will be provided.
 - xi. The EPTA logo usage policy will be in the appendix.
 - xii. The EPTA xxx color will be eliminated from the Colors, finishes and material page.
 - xiii. Orientation of informational signs was a split decision – 2 committee members liked the ATA vertical post format and 2 committee members prefer that this sign type be redesigned into more of a square or rectangle with horizontal lettering. This design was used by ATA as Access Area Identification, rules and etiquette and accessibility signage. This issue will be brought before the full board at the July 20 meeting for guidance. Redesigning this sign type may require the use of a signage consultant which in turn will likely require funding.
 - xiv. Trail Blazer signs will only have the logo on them. The logo will fill the entire sign space. The arrow will be a separate sign as it can be attached to the post showing left, right, up or down without creating multiple types of sign. These standard arrow signs can also be

used in conjunction with the other sign types. Sign standard colors must be changed on this page to EPT standard colors.

- xv. Example for Heritage and Interpretive panels and frames will be shown (several per page) from several trail segments. Recommended sizes and materials will be included with a reference to design and fabrication sources in the appendix. It will be noted that illustrated signs are just provided as examples and that each trail segment may create and use their own design. Roy will put assorted sample heritage and interpretive signs on the EPTA website.
- xvi. All agreed that the design and specifications of the Supplemental Wayfinding Signs work with the exception of a change in the background color from blue to green. The manual will show the names of local towns, etc. on examples as appropriate.
- xvii. An example page of various mile markers currently being used on trail segments will be included.
- xviii. An example of Trail Segment/Directional/Wayfinding signs from the Armstrong Trail was provided. It was agreed that each trail segment should utilize their own logo and incorporate the EPT logo when appropriate. A suggested format with specifications and installation directions will be provided. This sign type may need designed by a signage consultant. A recommendation was made to make this sign a square with the EPT logo and the individual trail segment logo on the top and the name of the trail segment. A directional arrow can be added below and positioned left, right or up.
- xix. Not discussed in detail at this meeting:
 1. Roofed informational kiosk
 2. Informational kiosks (in town and/or at trail heads)

3. Sign inventory

- a. Deb provided a sample spreadsheet for a sign inventory that could be done by each trail segment. It was agreed that this information would be valuable to each trail segment's organization. It was also agreed that it might be useful to have a consistent format for all the EPTA Trails, but that at this time there was no need for EPTA to collect this data.

4. Connecting trails

- a. The consensus was that these trails should add a small sign to the sign types in the manual that will identify their trail as connecting trail with arrow indicating direction to EPT.

5. Non-connecting trails with EPTA membership

- a. The consensus was that these trail groups should add a small sign to their signs stating that they are a member of the EPTA. A "Member of EPTAlliance" sign with logo could be created. These trail groups can still use the EPT signage guidelines for the styles, etc. just not the logo itself which would imply that that trail segment is a part of the main corridor of EPT.

6. Other

- a. It was agreed that consulting services – if needed – would be limited to the design and specification of new sign types with the inclusion of installation methods. Cost estimates would be sought from several sources and compared. A funding source would need to be identified.
- b. Roy is able to do the design of the manual once all specification etc. are final.
- c. A goal of the end of this year was proposed for the completion of the EPTA Guidelines Manual.
- d. Marilyn stated that we should provide the manual to all EPTA member trails. Each trail group may decide to use it or not.

Information to be reviewed and voted on at the July 20th EPTA board meeting:

- **Should connecting trails utilize the same signage guidelines or should their use of the EPTA logo be qualified with text like “Connector to the Erie to Pittsburgh Trail”?**
 - **Should trail segments that currently do not connect, and may never physically connect to the Erie to Pittsburgh Trail utilize the same signage guidelines or should their use of the EPTA logo be qualified with text like “This Trail Organization is a Member of the Erie to Pittsburgh Trail Alliance”?**
 - **Should the logo use policy be amended for the above conditions?**
 - **Should the orientation and style of the informational signs (trail head, rules and etiquette, accessibility etc.) follow the ATA specifications (tall post with some text running vertically) or should the committee seek a new design (such as something with horizontal lettering) which may require the use of a signage consultant/designer?**
- Note – that funding for consultant services would need to be sought.**

These are the signs the Board voted to use.

Sign type	EPTA Need a consultant?
Logo signs	No
Logo signs on PennDOT roads	No
Roofed Informal Message Boards	No. Just provide photos and/or specs of samples.
Informational kiosks	No. Use design and specs from signs installed in Foxburg and Emlenton
Access Area	Yes
Trail Blazer/Decision Point Signage	No
Rules & Etiquette/Trail Stewardship	Yes, for visual layout, no for content language, trail segment groups to provide site specific info.
Accessibility	Yes, for visual layout, no for content language, trail segment groups to provide site specific info.
Supplemental and Reverse Wayfinding	No
EPTA member and EPTA connector	Yes
Special Feature Identifiers	No

Next steps

- *Get written ATA approval*
- *Get EPTA board direction on items to be brought up at the July meeting*
- *Incorporate board decisions into draft manual*
- *Take all info gathered by team members (as assigned) and incorporate into draft manual*
- *Correct all text etc. as reviewed at the committee meeting 6-22-16*
- *Meet again to continue to refine the work*