

EPTA SIGNAGE COMMITTEE REPORT 11-24-16 Submitted by committee

The EPTA Signage committee met on Monday, November 21, 2016 in Oil City at the ORA offices at 10:00 AM.

Members present:

Roy Weil, Deb Frawley, Marilyn Black, Toni Henry

General meeting notes:

- Prior to the meeting Roy Weil provided an updated version of the manual for review. Each committee member had the opportunity to make additional edits. These edits were incorporated into the version ready for review at our sit-down meeting.
- As a group the committee went through the revised version and made additional suggestions for edits.
- Roy Weil volunteered to create a page with estimated costs per sign type. These costs will be for materials and fabrication not for design and installation. Costs will be noted as 2016.
- Currently logos for the Armstrong Trail and the Redbank Valley Trails are included in the manual. Friends of the Riverfront's logo will also be shown along with any other logos already in use by other member organizations.
- Comments from Ron Steffey were discussed. Ron has concerns about the size of the text on the destination signs. It was agreed to enlarge the text and make all text the same size and in bold on the vertical format of this sign type shown in the manual. It was also agreed to design and show a horizontal version of this sign type with larger text.
- Ron Steffey requests the input of all the trail organizations that are members of the EPTA. After the next committee meeting Kim Harris will be asked to send the most recent version of the manual to EPTA board members with a request that they review it and share it with their trail organizations. Comments should be received by the committee prior to the January 18 EPTA quarterly meeting.
- Kiosk design and layouts were discussed. It was agreed that the standard layout would be a full EPT map on one panel and a full local trail segment map on another panel. Additional panels could focus on local history or a map of the downtown area showing amenities important to trail users. Discussion regarding whether or not these amenities should be listed directing on the panel or in a brochure to be placed in a pocket took place. Roy suggests providing info about two sign material types. One of which would be less expensive to change out as businesses changed.
- Connecting trails are not currently shown on the full EPT map. Discussion occurred about treating these EPTA member connecting trails on maps, visuals and the vwebsite in a different color than the main stem of the EPT. This decision will be deferred to the Strategic Planning Committee.
- On the sharrow page it was agreed that both the share the road and the bike lane stencils should be shown so that users know that there are two types.

Next Steps:

- Approve text to add to the Introduction page of the manual.
- Finalize verbiage on questions to be sent to the Strategic Planning Committee.

Questions for the EPTA Strategic Planning Committee:

1. What is the northern terminus of the Erie to Pittsburgh Trail - Erie Bayfront or Perry Monument?
2. Should the main spine and those connecting trails that are members of EPTA be shown on EPTA marketing materials? If so how should these connecting trails be shown?

The next meeting will be held on Tuesday, December 6 in East Brady at 10:00 AM.

EPTA SIGNAGE COMMITTEE REPORT 12-6-16 Submitted by committee

The EPTA Signage committee met on Tuesday, December 6, 2016 in East Brady at 10:00 AM.

Members present:

Roy Weil, Deb Frawley, Marilyn Black, Toni Henry

General meeting notes:

Prior to the meeting Roy Weil provided an updated version of the manual for review. Each committee member had the opportunity to make additional edits. As a group the committee went through the revised version and made additional suggestions for edits. Notes that follow may not be in exact order of the pages in the Guidelines.

It was agreed that:

- A trail segment panel should be illustrated in section 5 on kiosks. A picture of a trail panel from the kiosk at the East Brady Riverfront Park will be provided by Toni. Toni will also request a photo or graphic from Sandy Mateer from the Redbank kiosk.
- On the Destination Signs on page 6.7 the horizontal format will be reworked to be more similar in information as the vertical format already shown. The current location will be a line in the center of the sign and the 2 towns in either direction with amenities will be noted with mileage. The end points of Erie and Pittsburgh will be shown without mileage.
- On page 6.19 the line that reads "Perry Monument in Presque Isle State Park" will be reworded to say "at the end or start point in Erie".
- For any trail that has their own logo that logo would be added to section 2. Marilyn will arrange to provide the logo for AVTA and Roy will contact FOR for their logo.
- Sharrow text be tweaked and the sharrow information from sections 2.5 and 7.7 will be merged.
- That on Trail Junction Signs member text could be added under the logo.
- To add a page in the Trail Blazer section to illustrate how to handle connecting trails. It was also noted that the arrow signs should have a green border and green text and be a rectangle not an oval.
- Supplemental guidelines for connecting trails will be added to page 1.3.
- To illustrate a suggested "member of..." sign on page 2.6
- A cost page noting materials cost only for all sign types will be developed. It will be noted that these are 2016 .
- A section will be added for roofed kiosks. Toni will send Roy a link to Terrabilt for professional versions and also photos she has of examples made by scouts or volunteers.

The following pages will be reworked or created by Roy Weil:

- Add a page showing a local trail map panel for section 5 Kiosks
- Add a section for roofed message boards showing examples of professional message boards and volunteer/scout made message boards
- Add a page for a sign illustrating "Member of Erie to Pittsburgh Trail Alliance"
- Merge page 2.5 and 7.7 on sharrows
- Add a cost page
- Rework horizontal version of the destination sign
- Add a paragraph to page 1.3 for Supplemental Guidelines for connection trails.

Timeline/next steps

- 12-13-16 – Roy will send the next revised draft to all committee members electronically
- 12-22-16 –2:00 conference call with committee (Marilyn to set-up)
After this phone meeting Toni will prepare meeting notes and send the notes from the last 3 committee meetings to Kim Harris for inclusion in the January meeting packet.
When Roy has made any remaining revisions resulting from this phone meeting he will send a new version of the manual to the committee. Toni will forward to Kim Harris asking that it be forwarded to all EPTA member groups with a request to review it with their organization and to submit comments back the committee prior to January 18. Toni will also send a copy to Ron Steffey asking for his review and comments. Prior to this Toni will draft text to go out with this request so that member organizations will know what is expected of them. Text will be reviewed by the committee prior to being finalized.
- Date TBD - Receive comments from member organizations and Ron – committee to review and hopefully finalize prior to January 18 EPTA quarterly meeting.
- 1-18-17 – Present proposed Guidelines Manual to full board for adoption.