

6 June 2000

Installation Support

SIGNS

Summary. This revised regulation covers policy and procedures for exterior and interior signs on Fort Huachuca.

Applicability. This regulation applies to all elements of the U.S. Army Intelligence Center and Fort Huachuca (USAIC&FH) and to all partner (tenant) activities.

Supplementation. Supplementation of this regulation is prohibited without prior approval from the Commander, USAIC&FH, ATZS-IS.

Suggested improvements. The proponent of this regulation is the Directorate of Installation Support (DIS), USAIC&FH. Users may send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) through channels to Commander, USAIC&FH, ATTN: ATZS-IS, Fort Huachuca, Arizona 85613-6000.

Availability. This publication is available solely on the Fort Huachuca Homepage at <http://huachuca-www.army.mil>.

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*This regulation supersedes FH Regulation 420-11, 5 November 1990

d. The Public Affairs Office (PAO) will provide a clear and concise map to the PMO for issue to visitors. Maps will have major component organizations, points of interest, and services clearly marked with names. Maps will be reviewed by PAO on an annual basis for accuracy and completeness.

e. Major partner Commanders, Directors, Chiefs of Staff Offices, and heads of other organizations--

(1) Will purchase, maintain, and repair signs, such as wall-mounted building directories, wall-mounted floor directories, room numbers, public services, and security signs.

(2) Are responsible for signs requiring individual name identification or insignia patches. Such name identification will be limited to command sergeants major and commanders with rank of lieutenant colonel or higher. Due to cost and frequency of changes, name changes will be made on a reimbursable basis only, and insignia patches will be installed when provided by the unit and approved by the DIS.

(3) Are responsible for removal of obsolete signs.

5. Policies and specifications for signs.

Establishing policies and specifications for signs will—

- a. Improve appearance through standardization.
- b. Make signs easier to read and understand.
- c. Promote the use of materials and construction methods to enhance professional quality.
- d. Employ installation methods making signs easy to maintain and repair.
- e. Eliminate unnecessary signs.

Signs will be fabricated and installed when authorized or for required replacement of existing signs. Existing signs will not be replaced solely to comply with this regulation. Signs not authorized by this regulation will be removed by using organization or the DIS within 1 year of this publication.

6. Materials.

- a. Sign supports will be constructed in one of the three following categories:

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(1) Redwood type signs. Signs using 4- by 4- inch posts and 2- by 8- inch boards will be restricted to the old post historical section on Fort Huachuca.

(2) Unit identification and directional signs. Signs will be mounted on 2- by 2 1/2- Inch tubular steel framing, unless otherwise directed. All sign supports will be painted brown, semi-gloss in Federal Standard Color number 20091.

(3) Traffic regulatory signs. Signs will be mounted on graduated tubular steel posts (breakaway) painted brown, semi-gloss in Federal Standard Color Number 20091.

b. Hardware. Aluminum or galvanized steel will be used throughout.

c. Sign stock. Aluminum stock will be 12-gauge (.0808 inches) or thicker. Redwood stock will be 2 by 6 inches or larger (in historical area only). Prime coat steel will be a minimum of 18 gauge. All backs of metal signs, not numbered or lettered, will be covered with reflective sheeting.

d. Reflective materials. Reflective sheets will meet the requirements of Federal Highway Administration Standard Specifications L-S-300 and the Manual of Uniform Traffic Control Devices (available at the DIS for viewing). Reflective sheets will be Type I, Table II, Reflectivity I, Engineering Grade or better. Letters and numbers will be white, die-cut, and of the same material for the entire sign. White can be silver-colored reflective coatings that reflect white light. Reflective sheets for street signs will conform to the specification for Encapsulated Lens Grade, Type I, Table III, Reflectivity II. Unit emblems or insignias, if approved for use, will be provided by the requester at no cost to the DIS and must meet size, reflectivity, and durability requirements described above.

7. Facility and installation identification signs.

These signs identify essential functions and operations. Included are command elements and those facilities frequently used by visitors and newly assigned personnel.

a. Sizes and types. The sizes and types of facility and installation identification signs are described below:

(1) Figures 1 and 2 denote the type of redwood sign used for single unit facilities or multi-unit identification within the historical area. Not more than one sign per building will be permitted.

(2) Figure 3 denotes the type of sign used in identifying headquarters buildings, troop units, staff elements, school elements, general public facility signs, and other activities stationed at Fort Huachuca. One sign per element per building will be considered by the Sign Review Board.

(3) Figure 4 denotes the Soldier of the Quarter, Noncommissioned Officer of the Quarter, Civilian of the Month, and Civilian of the Year signs which are permanently located at the intersection of Squier and Brainard Streets.

(4) Figure 5 denotes directional signs. Not more than four slats will be used per sign. These traffic directional signs will be used to direct visitors and newly assigned personnel to general public facilities.

(5) Figure 6 denotes building number signs. Two signs per building are used. Signs are mounted as specified in TM 5-807-10, Signage.

(6) Figures 7 and 8 denote street name signs.

(7) Figure 9 denotes informational (banner) signs. Banner signs will be placed at the Main and East Gate entrances only by DIS personnel. Overhead banners will be purchased by the user. The DIS will install approved overhead banners upon request. Requests shall be submitted in advance for scheduling purposes.

(8) Traffic regulatory, fire protection, boundary, restricted area, hazardous warning, and safety type signs will be made in accordance with the appropriate Army regulation, technical manual, or manual on Uniform Traffic Control. Poles will be painted brown and the back of the signs will be covered with brown scotch-light.

(9) One Fort Huachuca monument sign is permitted at the Main Gate. This sign has been designed and constructed in accordance with the Installation of Excellence design criteria.

(10) Marquee signs are permitted with prior approval by the SRB. The users are responsible for the construction and maintenance of the signs, as well as the placement of all information on the signs.

b. Sign content. Each activity requesting a new sign or a sign change will submit their requirements based on the following guidance:

(1) Only essential information will be placed on signs; for example, PMO, Resource Management, USAIC&FH; and so forth.

(2) Abbreviations used will be the same as those authorized in AR 310-50, Authorized Abbreviation and Brevity Codes.

c. Letters and numbers. Letters and numbers will be the sizes shown in figures 1 –9. Reflective letters and numbers will meet the requirements of Federal Standard L-S-300C, Class II, Reflectivity I.

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d. Display of branch or organizational patch signs will be the approved insignia as stated in paragraph 4e (2), above.

e. Standard colors. Figures 1 through 9 indicate standard colors authorized.

8. Interior signs for other than hospital facilities.

All interior guidance, identification, and information signs will be constructed in accordance with TM 5-807-10, and will be the user's responsibility. All display items, such as photos, certificates, quotations, artwork, and so forth, will be mounted in frames. Items of information will be displayed on framed bulletin boards. This requirement will improve the quality and appearance of wall hangings and limit the number of items that are hung on walls.

9. Interior signs for hospital facilities.

All interior informational signs will be constructed in accordance with TM 5-838-2, Army Health Facility Design and will be compatible with the architectural style of the building. Raymond W. Bliss Army Regional Health Center is responsible for the construction of all health center interior signs.

10. Reserved parking signs.

a. There are four categories of authorized reserved signs:

(1) General Officer.

(2) Handicapped.

(3) Military or Government Vehicle. (To include emergency vehicles)

(4) No parking (words or universal symbol) except for Visitor or a specified designated official.

b. With the exception of handicapped parking signs, the use of pole-mounted signs will be discouraged. When possible, authorized and approved reserved parking signs will be painted on the curb or wheel stops at specified locations.

c. Exceptions to this paragraph will be approved in writing by the Garrison Commander.

11. Pavement markings.

All pavement markings will be accomplished in accordance with the Manual of Uniform Traffic Control Devices. Traffic yellow or white paint will be used to identify lane markings. Stop bars,

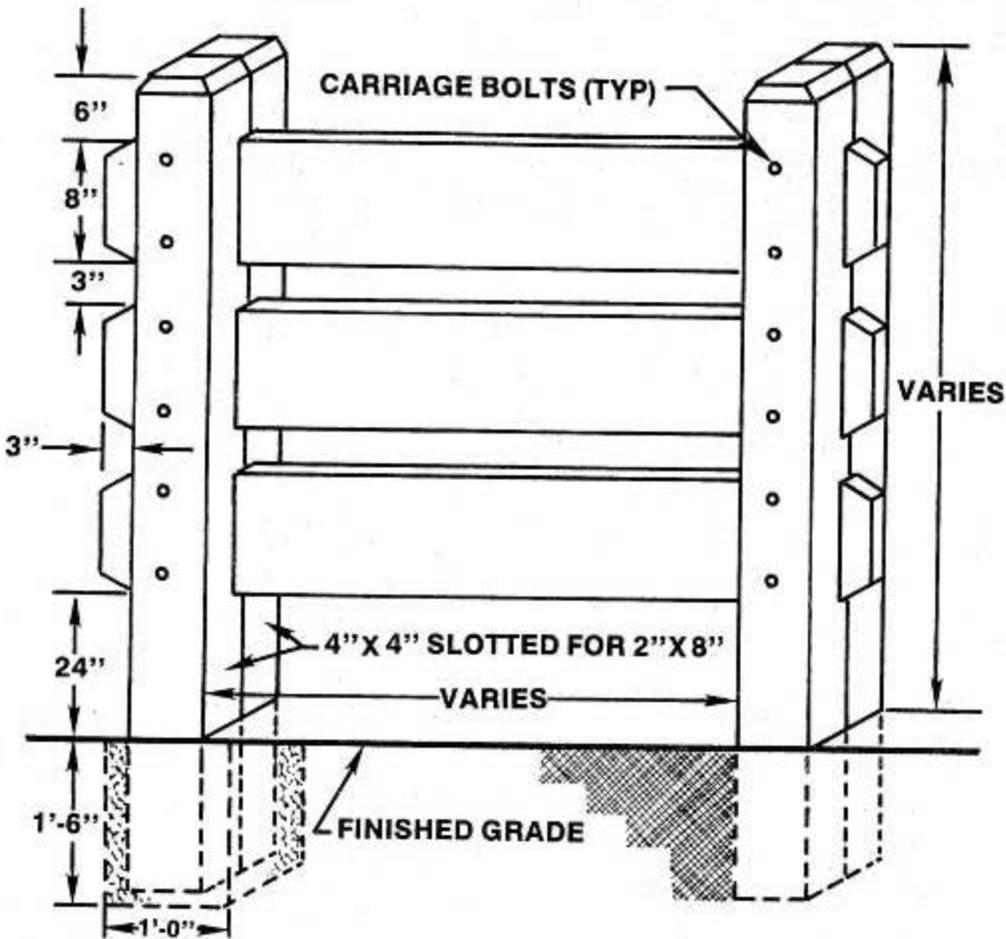
turn arrows, crosswalks, etc., will be self-adhesive high reflective tape. White will be used in all cases except school zones, which will be yellow.

12. Yard sale signs.

Per Policy Memo dated 19 October 1999, Yard Sale signs will be no larger than 24" X 24", neatly printed and placed only in the yard of the occupant holding the sale. Signs are not to be placed on telephone poles in other areas.

13. Airfield signs.

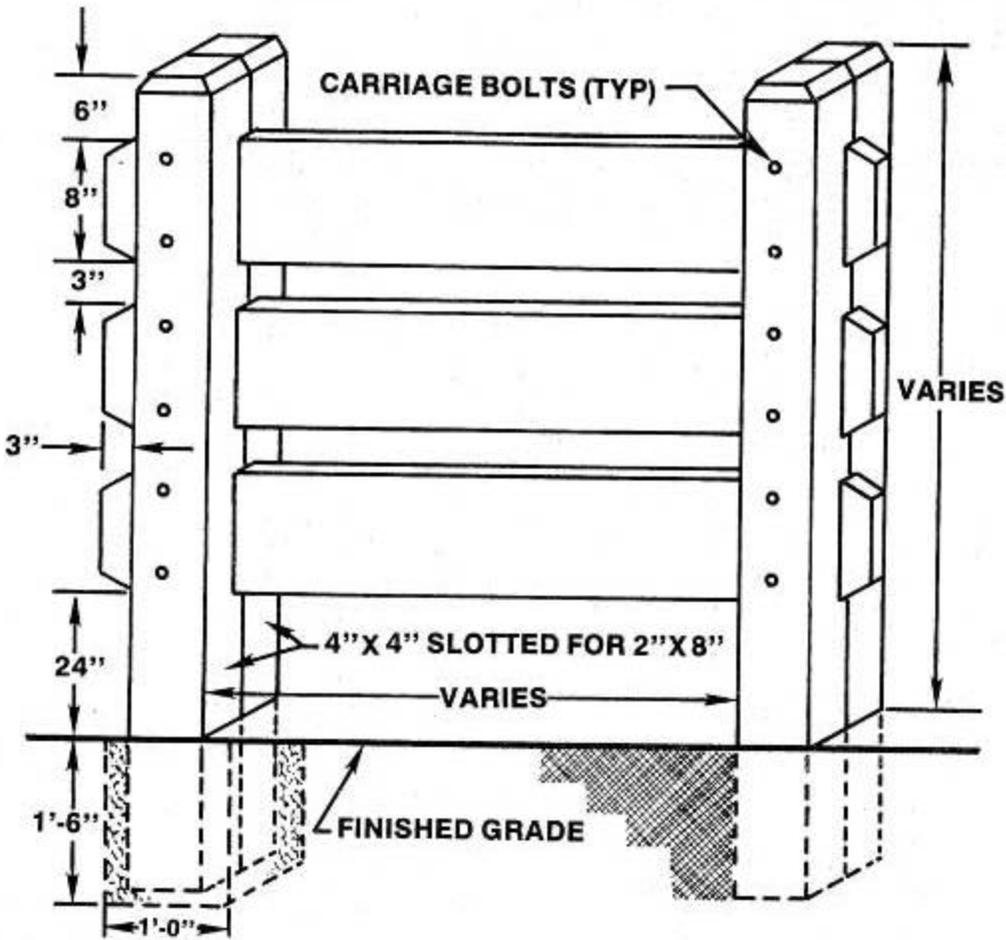
Signs that are to be placed on Libby Army Airfield will comply with the criteria of TM 5-803-4 and TM 5-823-4, Marking of Army Airfield-Heliport Operational and Maintenance Facilities.



SPECIFICATIONS

- COLOR: REDWOOD, OIL STAINED
- DIMENSIONS: AS SHOWN
- MESSAGE: 3" TO 4" ROUTED LETTERS, PAINTED YELLOW
- SUPPORTS: 4x4 REDWOOD POSTS

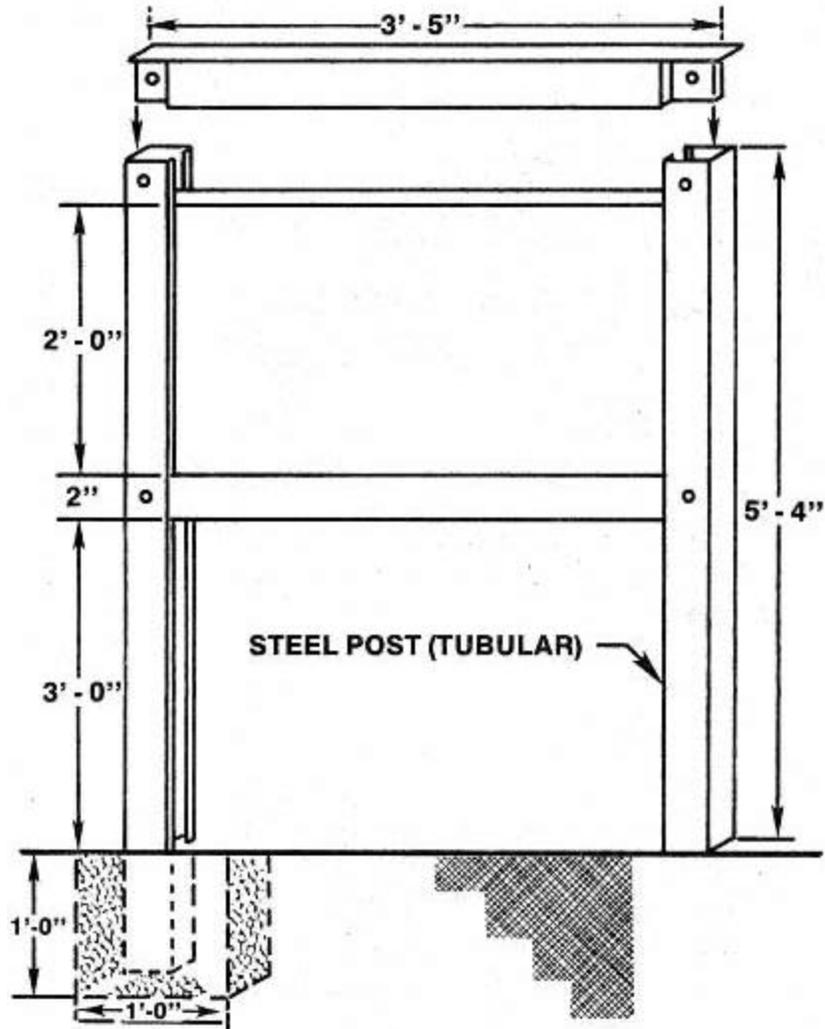
Figure 1. Specifications for Historical Area Signs



SPECIFICATIONS

- COLOR:** REDWOOD, OIL STAINED
- DIMENSIONS:** AS SHOWN
- MESSAGE:** 3" TO 4" ROUTED LETTERS, PAINTED YELLOW
- SUPPORTS:** 4x4 REDWOOD POSTS

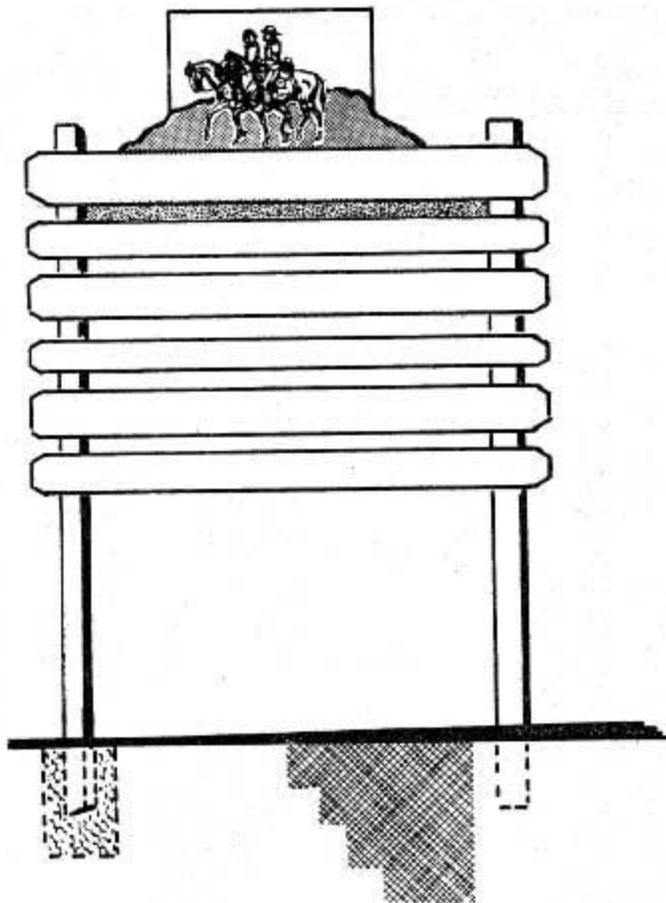
Figure 2. (Continuation) Specifications for Historical Area Signs



SPECIFICATIONS

- COLOR: BACKGROUND: ENGINEER GRADE BROWN REFLECTIVE SHEETING**
- CHARACTERS: ENGINEER GRADE WHITE REFLECTIVE SHEETING**
- FRAMES: CHOCOLATE BROWN STANDARD COLOR NUMBER 20091**
- DIMENSIONS: AS SHOWN**
- SIGN STOCK: 18 GA. SHEETMETAL OR 12 GA. ALUMINUM**
- MESSAGE: HELVETICA UPPER & LOWER CASE, VARIABLE SIZED LETTER**
- SUPPORTS: 2½" TUBULAR STEEL**

Figure 3. Specifications for Headquarters Buildings, Troop Units, Staff and School Elements, and other Activities Area signs



PERSONS OF THE MONTH SIGN

LOCATION: WINROW AND BRAINARD

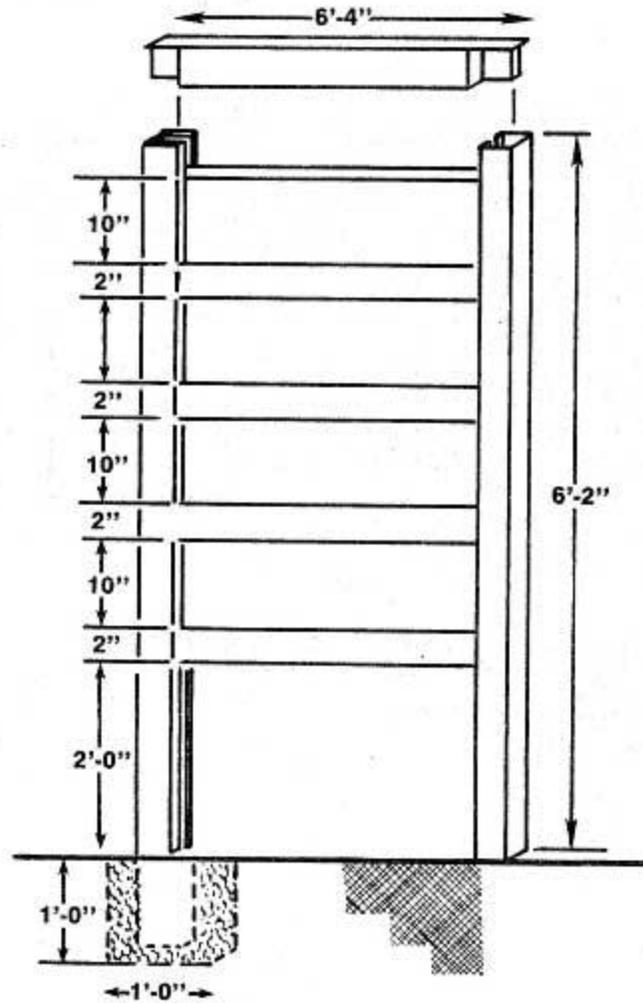
DIMENSIONS: AS INSTALLED

MESSAGE: CHANGES MONTHLY

CHARACTERS: YELLOW ENAMEL PAINT AND YELLOW SCOTCHLITE RELECTIVE MATERIAL

SUPPORTS: 4x4 REDWOOD POSTS AND 8"x8"x10' REDWOOD PLANKS

Figure 4. Persons of the Month Sign

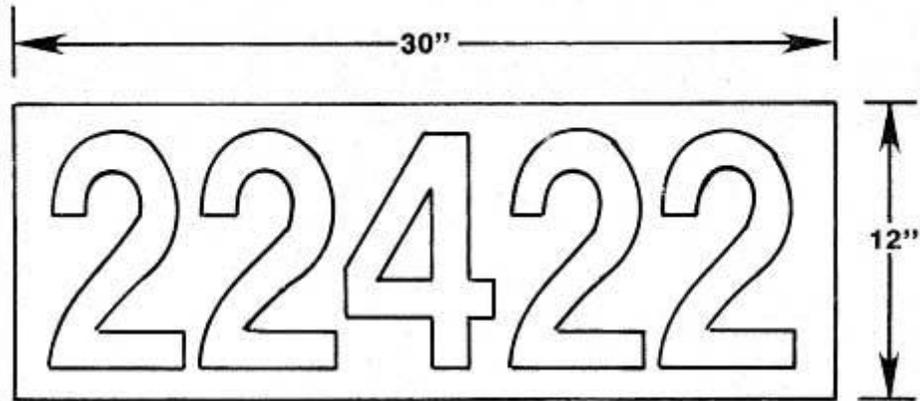


SPECIFICATIONS

- COLOR: BACKGROUND** ENGINEER GRADE BROWN REFLECTIVE SHEETING
- CHARACTERS:** ENGINEER GRADE WHITE REFLECTIVE SHEETING
- DIMENSIONS:** AS SHOWN
- SIGN STOCK:** 18 GA. SHEETMETAL OR 12 GA. ALUMINUM
- MESSAGE:** HELVETICA UPPER & LOWER CASE, VARIABLE SIZED LETTER
- SUPPORTS:** 2½" TUBULAR STEEL
- HORIZONTAL FRAMES:** 2½" TUBULAR STEEL POSTS

Figure 5. Specifications for Directional Signs

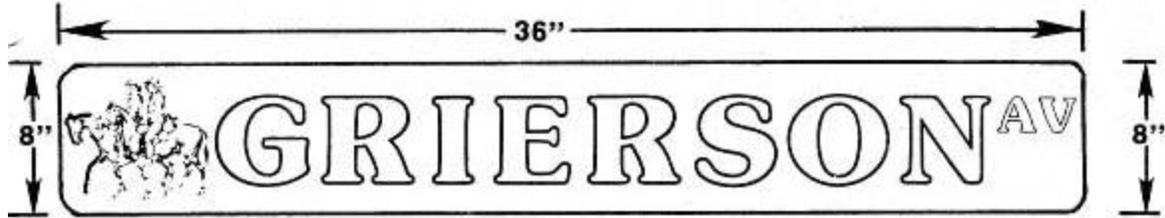
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SPECIFICATIONS

**COLOR: BACKGROUND, HIGH INTENSITY BROWN REFLECTIVE SHEETING
CHARACTERS: HIGH INTENSITY WHITE REFLECTIVE SHEETING
DIMENSIONS: AS SHOWN
MESSAGE: 8" HIGH HELVETICA NUMBERS
MOUNTING: WALL MOUNT**

Figure 6. Specifications for Building Signs



STREET SIGN

SPECIFICATIONS

**COLOR: BACKGROUND, HIGH INTENSITY BROWN REFLECTIVE SHEETING
WITH 1/2" WHITE BORDER AND LOGO**

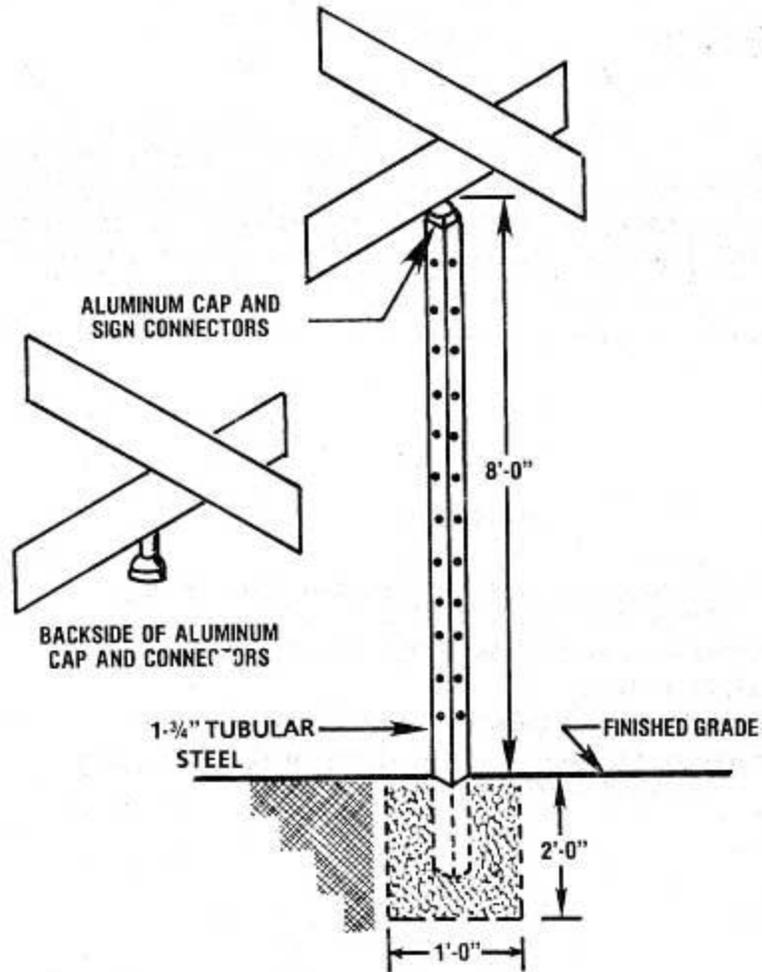
CHARACTERS: HIGH INTENSITY WHITE RELECTIVE SHEETING

DIMENSIONS: AS SHOWN

MESSAGE: VARIABLE, DEPENDING ON LENGTH OF STREET NAME

**SUPPORT: 1-3/4" O.C. TUBULAR STEEL POSTS PAINTED CHOCOLATE BROWN
STANDARD COLOR NUMBER 20091**

Figure 7. Specifications for Street Signs



SPECIFICATIONS

COLOR: BACKGROUND, HIGH INTENSITY BROWN REFLECTIVE SHEETING WITH 1/2" WHITE BORDER AND LOGO

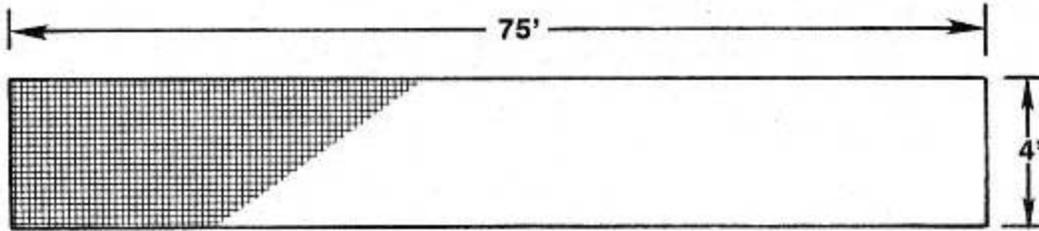
CHARACTERS: HIGH INTENSITY WHITE REFLECTIVE SHEETING

DIMENSIONS: AS SHOWN

MESSAGE: VARIABLE, DEPENDING ON LENGTH OF STREET NAME

SUPPORT: 1-3/4" O.D. TUBULAR STEEL POSTS PAINTED CHOCOLATE BROWN STANDARD COLOR NUMBER 20091

Figure 8. Continued Specifications for Street Signs



MESH BANNERS SPECIFICATIONS

POLYESTER VINYL COATED FIBER WITH 1/8" SQUARE MESH PATTERN WITH A MINIMUM HEIGHT OF 3' AND MAXIMUM HEIGHT OF 4'.

BANNER MUST BE AT LEAST DOUBLE HEMMED WITH A 2" VINYL INSERT, DOUBLE STITCHED AROUND ENTIRE PERIMETER.

ALL GROMMETS MUST BE PLATED OR RUST RESISTANT, FINISH AND PLACED AT 24" INTERVALS ON TOP AND BOTTOM OF BANNER'S ENTIRE LENGTH. LENGTHS MUST BE A MINIMUM OF 40' TO A MAXIMUM OF 60'.

LETTER FABRIC MUST BE VINYL WITH THE PERMANENT COPY LETTERS AND PANELS SEWN AROUND ENTIRE EDGE OF EACH LETTER/PANEL OR APPLIED WITH A HOT GLUE OF EQUIVALENT STRENGTH FOR WINDLOADS OF 30 PSF.

VINYL PANELS WILL BE USED FOR DATES AND AREAS WHERE COPY WILL CHANGE. A VINYL GRAPHIC LETTER SHOULD BE USED ON THESE PANELS TO FACILITATE EASY CHANGING OF COPY.

Figure 9. Specifications for Mesh Banners

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Appendix A

References

Section I

Referenced Publications

AR 190-5

Motor Vehicle Traffic Supervision

AR 310-50

Authorized Abbreviations and Brevity Codes

FH Reg 420-6

Directorate of Installation Support Work Request and Service Calls

Technical Manual (TM) 5-803-4

Planning of Army Aviation Facilities

TM 5-807-10

Signage

TM 5-823-4

Marking of Army Airfield—Heliport Operational and Maintenance Facilities

TM 5-8383-2

Army Health Facility Design

U.S. Army Training and Doctrine Command (TRADOC) Reg 420-14

Exterior Sign Standards

Manual on Uniform Traffic Control Devices

Section II

Referenced Forms

DA Form 3903-R

Visual Information Work Order

DA Form 4283

Directorate of Installation Support Work Request

(ATZS-IMO-IP)



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