



Title		Policy No.
Signing for County Conservation Areas and DNR Designated Water Trail Access		620.12
Responsible Office		Related Policies and Procedures
Office of Traffic and Safety		
Effective/Revision Dates	Approval(s)	
10-3-89/6-25-09	Kevin Mahoney	

Authority: Director of the Highway Division in accordance with administrative rule 761 IAC 131.8(321).

Contents: This policy establishes the criteria and procedures for the placement of county conservation park signs, county conservation water access signs, county conservation wildlife area signs, and all Iowa Department of Natural Resources (DNR) designated water trail access signs.

Affected Offices: District Offices; Office of Traffic and Safety

Who to Contact for Policy Questions: Office of Traffic and Safety.

Definitions:

Arrowhead sign - A sign which directs motorists to a county conservation park.

County Conservation – For the purposes of this policy, the name County Conservation is defined to also include sponsors of DNR designated water trails. This expanded definition only applies to water trail signing.

Recreational activity symbol panel - An optional supplemental sign used to denote the activities which can be found at the county conservation area.

Forms:

- 537001 – *Checklist for County Conservation Water Access Applications*
- 537002 – *Checklist for County Conservation Wildlife Area Applications*
- 740023 – *Proposed Directional Signing*

Policy and Procedure:

I. Procedures

- A. All requests for county conservation signing shall be submitted to the district office on Form 740023, *Proposed Directional Signing*.
- B. The district office shall conduct a field review of the facility, verify all information in the application, and forward the application, along with any recommendations or comments, to the Office of Traffic and Safety. **Appendices A** and **B** contain checklists for conducting field reviews of river access and wildlife area facilities, respectively.

- C. The Office of Traffic and Safety shall review the application, make the final determination on the request, and notify the district office, which will in turn notify the county.
- D. If a request is approved, the Office of Traffic and Safety shall design the signs and furnish a scaled drawing to the county.
- E. The county shall furnish the required signs to a location specified by the Department.
- F. The district office shall place the signs and provide normal maintenance.

II. General Guidelines

- A. The route between approved conservation signs and the conservation facility shall not intersect any primary highway other than the one on which the signs are located.
- B. If a county conservation sign must be replaced for any reason, the county shall furnish a new sign to the Department.
- C. Costs incurred for the fabrication of approved county conservation signs and their corresponding recreational activity symbol panels shall be borne by the county. Costs incurred for the placement of these signs shall be borne by the Department.
- D. No more than four recreational activity symbol panels shall be placed on any one sign assembly. **Appendix C** illustrates the proper positioning of these panels when they are incorporated into the signing assembly.
- E. Following is a list of commonly used recreational activity symbol panels:

Fish Hatchery	Ski Touring	Water Skiing
Deer Viewing Area	Downhill Skiing	Swimming
Ranger Station	Sledding	Fishing
Handicapped Viewing Area	Ice Skating	Horse Trail
Campground	Snowmobiling	Trail Bike Trail
Picnic Shelter	Marina	Bicycle Trail
Trailer Sites	Launching Ramp	Hiking Trail
Picnic Area	Motor Boating	Playground
Winter Rec. Area	Sailboating	Hunting
	Row Boating	Stable

- F. All recreational activity symbols, used in conjunction with county conservation signs shall conform to the national standards outlined in the manual entitled *Standard Highway Signs*. This document is published as a supplemental reference to the MUTCD.

Water trail signing options and symbol details are shown in **Appendix D** of this policy.

- 1. Arrowhead signs should be 48" x 48" brown reflectorized signs with a white reflectorized arrowhead pointing either left or right and a white reflectorized legend.
 - 2. Recreational activity symbol panels should be 24" x 24" brown reflectorized signs with a white reflectorized symbol.
- G. Recreational activity symbol panels may be changed with the season depending on the types of activities available.

III. Signing Criteria

- A. **Signing for County Conservation Parks.** The following criteria shall be met prior to placing arrowhead signs on a primary highway to direct motorists to a county conservation park:
1. The park shall have as its primary purpose outdoor recreation and nature appreciation.
 2. The park shall be no more than 15 miles from the primary highway on which the proposed signs will be placed.
- B. **Signing for County Conservation Water Access Points.** The following criteria shall be met prior to placing signs on a primary highway to direct motorists to a County Conservation water access point (see **Appendix A** for checklist):
1. The water access point shall be no more than 10 miles from the primary highway on which the proposed signs will be placed.
 2. Boat ramps shall be constructed of crushed rock or concrete.
 3. Canoe or kayak launching sites and trails from the parking area to the launching sites shall be clear of brush and debris so as to provide unimpeded access to the water.
 4. Boat ramp access parking shall be provided for no fewer than five vehicles with boat trailers. Canoe or kayak access parking shall be provided for no fewer than five vehicles which may include trailers. Parking provided off the shoulder of an adjacent roadway is not acceptable. The required parking area shall be surfaced with crushed rock, gravel or another all-weather surface.
 5. Area identification signs shall be posted at or near the main entrance to the river access.
 6. All property boundaries shall be clearly identified.
- C. **Signing for County Conservation Wildlife Areas.** The following criteria shall be met prior to placing signs on a primary highway to direct motorists to a county conservation wildlife area (see **Appendix B** for checklist):
1. The wildlife area shall be no more than 10 miles from the primary highway on which the proposed signs will be placed.
 2. The wildlife area shall cover no less than 50 acres of land area.
 3. Wildlife area parking shall be provided for no fewer than five vehicles. Parking provided off the shoulder of an adjacent roadway is not acceptable. The required parking area shall be surfaced with crushed rock, gravel or another all-weather surface.
 4. Area identification signs shall be posted at or near the main entrance to the wildlife area.
 5. All property boundaries shall be clearly identified.

APPENDIX A
CHECKLIST FOR COUNTY CONSERVATION
WATER ACCESS APPLICATIONS

Water body name and access name / number _____

County or other DNR-approved sponsor _____

Proposed sign location _____ Highway _____ Local Road _____

Distance from access or launch to highway (Maximum: 10 miles) _____ Miles

Boat ramp surface Crushed rock Concrete

Canoe or kayak launch area clear of brush and debris Yes No N/A

Property boundaries marked Yes No

Parking area surface material Crushed rock Gravel Asphalt Concrete

Boat ramp parking area for five vehicles with boat trailers (Rule of thumb: 5,000 square feet) Yes No

Canoe or kayak launch parking area for five vehicles (Rule of thumb: 2,500 square feet) Yes No

Area identification sign at entrance Yes No

If No, proposed sign message _____

Recreational symbols 24" x 24"? Yes No

If Yes, which symbols? (max of 4 including water trail symbol) _____

Water Trail symbol 24" x 24"? Yes No

Access number identification panel 24" x 18"? Yes No

If Yes, which access number? _____

List directional arrows needed (left or right) along with mileage _____

Contact Name _____ Contact Phone Number _____

Report Prepared By _____

APPENDIX B
CHECKLIST FOR COUNTY CONSERVATION
WILDLIFE AREA APPLICATIONS

Wildlife area name _____

County _____

Proposed sign location _____ Highway _____ Local Road _____

Distance from wildlife area to highway (Maximum: 10 miles) _____ Miles

Wildlife land area _____ Acres

Area identification sign at entrance Yes No

Property boundaries marked Yes No

Parking area surface material Crushed rock Gravel Asphalt Concrete

Parking area for five vehicles (Rule of thumb: 2,500 square feet) Yes No

Proposed sign message _____

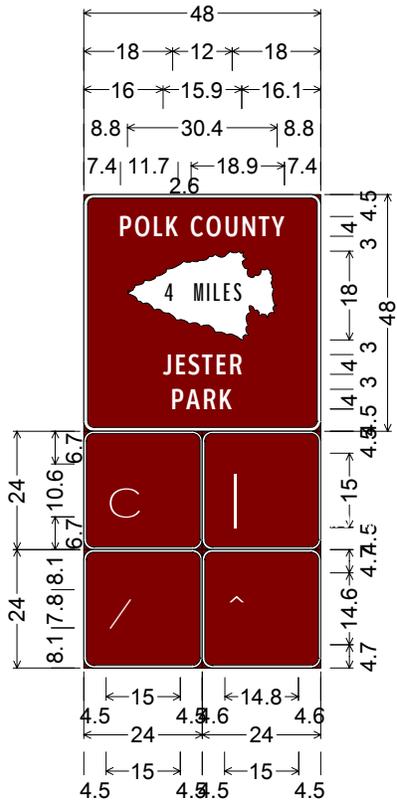
Does the county plan to use recreational symbols panels? Yes No

If Yes, which symbols? (Maximum: four 24" x 24" symbols per assembly) _____

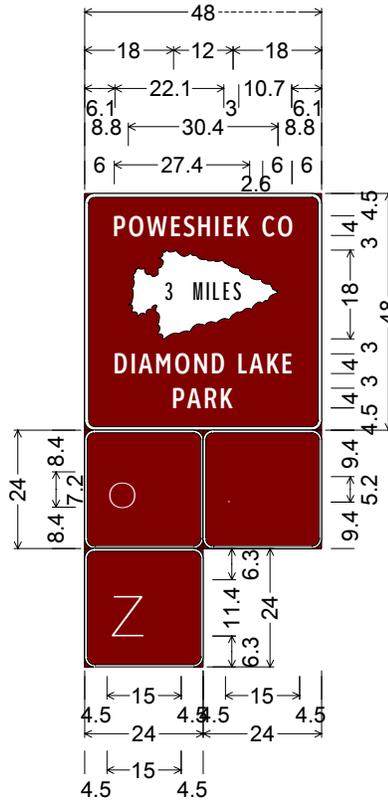
Contact Name _____ Contact Phone Number _____

Report Prepared By _____

Appendix C
Recreational Symbol
Panel Positioning

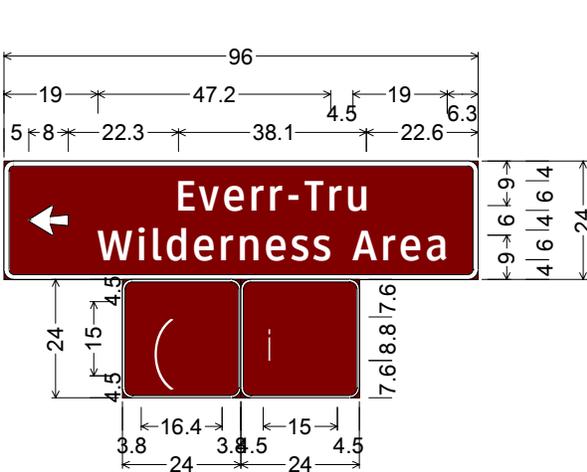


Four (4) Symbols



Three (3) Symbols

Arrowhead signs use 4" clearview 2W font.



Two (2) Symbols



One (1) Symbol

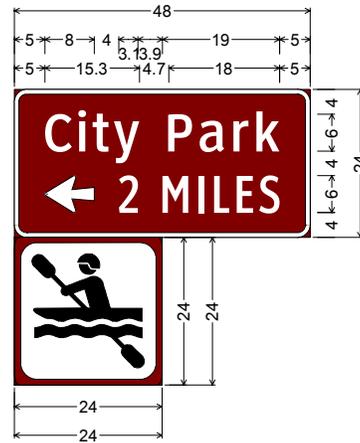
Non-arrowhead signs use 6" clearview 3W font

Appendix D

Signing Options for DNR Designated Water Trails



Water trail symbol is attached to existing County Conservation arrowhead sign.



Water trail symbol is attached to existing recreational destination sign.



Water trail symbol for access areas where no destination sign currently exists.



Appendix D

Detailed drawing of access number panel
and arrow panel with distance



2.0" Radius, 0.5" Border, White on Brown;
2.0" Radius, 0.5" Border, White on Brown;
"ACCESS" ClearviewHwy-1-W;
"#" ClearviewHwy-2-W;
"244" ClearviewHwy-2-W;
2.0" Radius, 0.5" Border, White on Brown;
"5 MI" ClearviewHwy-2-W;
Arrow 1 - 10.0" 180°;
Table of widths and spaces.

0.0		0.0									
4.2	A	C	C	E	S	S					
2.2	0.7	2.0	0.6	2.0	0.8	1.4	0.7	1.8	0.6	1.8	5.2
2.1	2.7	3.5	3.1	1.1	3.7	0.9	3.7	3.2			
6.0	5	M	I								
2.6	3.7	3.5	1.4	0.8	6.0						
7.0		7.0									