



**CROSSWAY TRAILS**

INDIANA + MICHIGAN

# brand & wayfinding signage guidelines

October 4, 2019

**FINAL DRAFT**

★ Michiana Area Council of Governments,  
South Bend, Indiana





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### Executive Summary

Miles of paved trails existing within the Michiana Region have the goal of one day becoming a connected regional network for families, health advocates, and commuters to utilize and take them to various regional destinations. Still evolving, this Regional Trail System is represented by an identity that captures all of its assets, character, uses and potential.

### This is Crossway Trails.

The Trail System is used in many ways by many people, but at its core, connectivity to different areas of the North Central Indiana Region is what makes the trail special and a huge asset to the Region.

The Crossway Trails System includes both on- and off-street facilities. Existing off-street bicycle facilities consist of paved multi-use trails traveling through several counties. On-street bike lanes and routes follow the street grid, while the off-street network largely follows miles of waterways and historic railroad lines. Small scale neighborhood trails feed into larger shared-use trails which extend through multiple counties.

This document contains the results of the important process of gathering stakeholder and community input. The information within these guidelines will assist both current users of the trail network to find route options and discover new destinations, as well as entice non-system users to utilize the Crossway Trails system. The wayfinding guidelines are aimed at both locals and visitors and are crafted to be easily understood and readily learned, while being legible and comprehensible to a wide range of users.

This document provides guidance for system brand applications, wayfinding element design, sign messaging, sign placement, and next steps. It should be used when signing new trails for the first time, as well as when replacing or retrofitting signs along existing trails. Agencies should follow these guidelines and continue to coordinate with

Regional neighbors to assure that information is conveyed to travelers in a consistent manner. The Crossway Trails Brand & Wayfinding Signage Guidelines is organized as follows:

#### Section 1: Crossway Trails Brand Standards

The first section of the guidelines describes the Crossway Trails Brand Standards. Fonts, colors, and accepted layouts and applications of the brand identity are detailed. Native artwork files shall be available from the Michiana Area Regional Council of Governments (MACOG) so that member agencies may consistently replicate the system landmark while retaining the quality standards described within this document.

#### Section 2: Crossway Trails Wayfinding Tools

Section 2 describes the Crossway Trails Wayfinding Tools with the goal of creating a unified system of elements to guide and provide information to users of the trail network. A menu of sign options is provided, including graphic standards and design details.

#### Section 3: Wayfinding Guidelines

Section 3 provides guidance related to destination selection and sign placement. A hierarchy of destination types and selection criteria is given so that municipalities can consistently select and prioritize destinations for inclusion on signs. Placement guidance within this section describes how to sign the most typically encountered navigational challenges encountered while on the trail network.

#### Section 4: Management & Maintenance

The fourth section describes what to expect for the management and maintenance of a trail wayfinding system.

These guidelines are intended to offer flexibility to agencies that already have wayfinding signs in place while working towards the creation of a unified Crossway Trails system.

These guidelines should be considered a first edition. They should be updated on a periodic basis to ensure that they remain compliant with federal standards, as well as remaining at the forefront of technical knowledge as the practice of wayfinding continues to evolve.



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# section 1

## Crossway Trails Brand Standards

- 1.1 Introduction
- 1.2 Crossway Trails Brandmark
- 1.4 Color Palette
- 1.5 Typography
- 1.6 Imagery
- 1.7 Usage
- 1.10 Marketing
- 1.12 Wayfinding
- 1.13 Branding the Trails



Miles of paved trails existing within North Central Indiana have the goal of one day becoming a connected regional network for families, health advocates, and commuters to utilize and take them to various regional destinations. Still evolving, this Regional Trail System is represented by an identity that captures its assets, character, uses and potential.

### This is Crossway Trails.

This Trail System is used in many ways by many people, but at its core, **connectivity** to different parts of the Michiana area is what makes the system special and a huge asset to the Region.

#### Brand Promise

The Crossway Trails promise is one of a safe, healthy, outdoor transportation experience. Whether the goal is a commute to work, an exercise routine, a social activity or the best way to get to unwind after a long day, Crossway Trails is that outdoor connection. This promise will only strengthen as the trail system continues to grow and connect the region even more in years to come.

#### Brand Personality

The Crossway Trails brand reflects the tone and attitude of the trail system, as well as its role in the connecting the area. It also incorporates the identities of two states and the element of water that is present throughout the region.

#### Brand Role

The Crossway Trails Brandmark has been developed to represent the Regional Trail System. Its primary role is promote the System as an attraction and transportation corridor. The System is still evolving, but the brandmark is to remain constant as this

change occurs. It promotes a visual connection throughout the region, linking counties, parks and destinations. It builds a feeling of trust, assuring users they are on the right trail.

#### The Indiana + Michigan Crossway Trails brand personality promotes:

##### CONVENIENCE

Crossway Trails runs through two states and several counties, it's easy to find access to a trail wherever you are in the region.

##### HEALTHY LIFESTYLE

Crossway Trails are for pedestrians and bicyclists alike. Trails are wide and well maintained, offering a safe and beautiful exercise or commuting route.

##### OPPORTUNITY

As the trail system expands and fills in gaps, connections to major parks, downtowns and campuses expand - and the opportunity for greater connectivity and exploration grows.

##### TOGETHERNESS

All ages can enjoy time together on the Crossway Trail system.

##### TRANQUILITY

No cars, no traffic jams, no horns or construction backups – just a serene, beautiful landscape, the sight and sounds of water, the lush woods of the region. A chance to reflect on the day, or recharge for the day ahead.

**Brandmark**

The distinctive Crossway Trails brandmark reflects the environment, location and vibrant characteristics of this family-friendly, outdoor experience. The colors are representative of the landscape, and the fact that the trails cross two states. The name Crossway Trails describes how the system crosses state & county lines, as well as the St. Joseph River in several places. The trails disappear into the distance, symbolizing new routes to explore as the system continues to grow and evolve.

**Primary Logo****Secondary Logo****Brandmark with Tagline**

The tagline: “Choose your path” is the approved tagline for the Crossway Trails brandmark. It speaks to the fact that the trail system is a multi-use trail, for bicyclists, runners and walkers – families, commuters and exercise enthusiasts alike. As the trail system evolves this tagline becomes even more appropriate, as more regional assets and communities become connected, and the trail user is able to choose how the trail best fits their needs.

**USAGE**

The tagline can be used in conjunction with the Crossway Trails brandmark as shown at right. The tagline can also be used in advertising collateral or materials that are promotional in nature. (see pg. 1.10) For wayfinding the brandmark should be used without the tagline.









The Crossway Trails Brandmark is made up of Four colors that represent different aspects of the region. The St Joseph River is represented with blue, while orange and green represent the two states connected by the Trail System. The colors also work well with other brands in the region. The colors are bright to stand out in the various environments, both rural and urban. The navy provides a background for the mark.

#### PRIMARY PALETTE - Brandmark colors

Below are the Pantone® colors and CMYK, RGB and Web-safe color specifications.

PMS (Pantone® Matching System) is an industry standard system for color matching.

Pantone® is a registered trademark.

|   |   |  |   |
|---|---|--|---|
|  |  |  |  |
| <b>Pantone®</b><br>292  | <b>Pantone®</b><br>716  | <b>Pantone®</b><br>7744  | <b>Pantone®</b><br>7693   |
| <b>C:</b> 55<br><b>M:</b> 16<br><b>Y:</b> 0<br><b>K:</b> 0                        | <b>C:</b> 3<br><b>M:</b> 64<br><b>Y:</b> 100<br><b>K:</b> 0                       | <b>C:</b> 32<br><b>M:</b> 15<br><b>Y:</b> 100<br><b>K:</b> 0                       | <b>C:</b> 100<br><b>M:</b> 72<br><b>Y:</b> 25<br><b>K:</b> 20                       |
| <b>R:</b> 103<br><b>G:</b> 178<br><b>B:</b> 231                                   | <b>R:</b> 237<br><b>G:</b> 119<br><b>B:</b> 0                                     | <b>R:</b> 186<br><b>G:</b> 187<br><b>B:</b> 19                                     | <b>R:</b> 0<br><b>G:</b> 72<br><b>B:</b> 117  |
| <b>Web:</b><br>#67b2e7  | <b>Web:</b><br>#ed7700  | <b>Web:</b><br>#babb13   | <b>Web:</b><br>#004875  |

#### 1-COLOR LOGO - Black or solid Primary Palette color

The 1-color logo has been specially designed to work with a limited palette. The logo color should be limited to one of the PMS Primary Palette colors, or Black.



Typography is an important tool in branding. It can convey a personality. The Crossway Trails typefaces are friendly and open, while at the same time modern and forward-thinking. They are also very legible at various sizes.

The Crossway Trails Brandmark and tagline have been specifically spaced and kerned for consistency using these typefaces. Always use the approved Brandmark artwork and do not attempt to recreate the Brandmark using the typefaces below. They are shown here for reference only.

#### “CROSSWAY TRAILS” Primary Brandmark Typeface

The Primary Brandmark typeface is **Univers 59 Ultra Condensed**.

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

#### “INDIANA + MICHIGAN” and Tagline Typeface

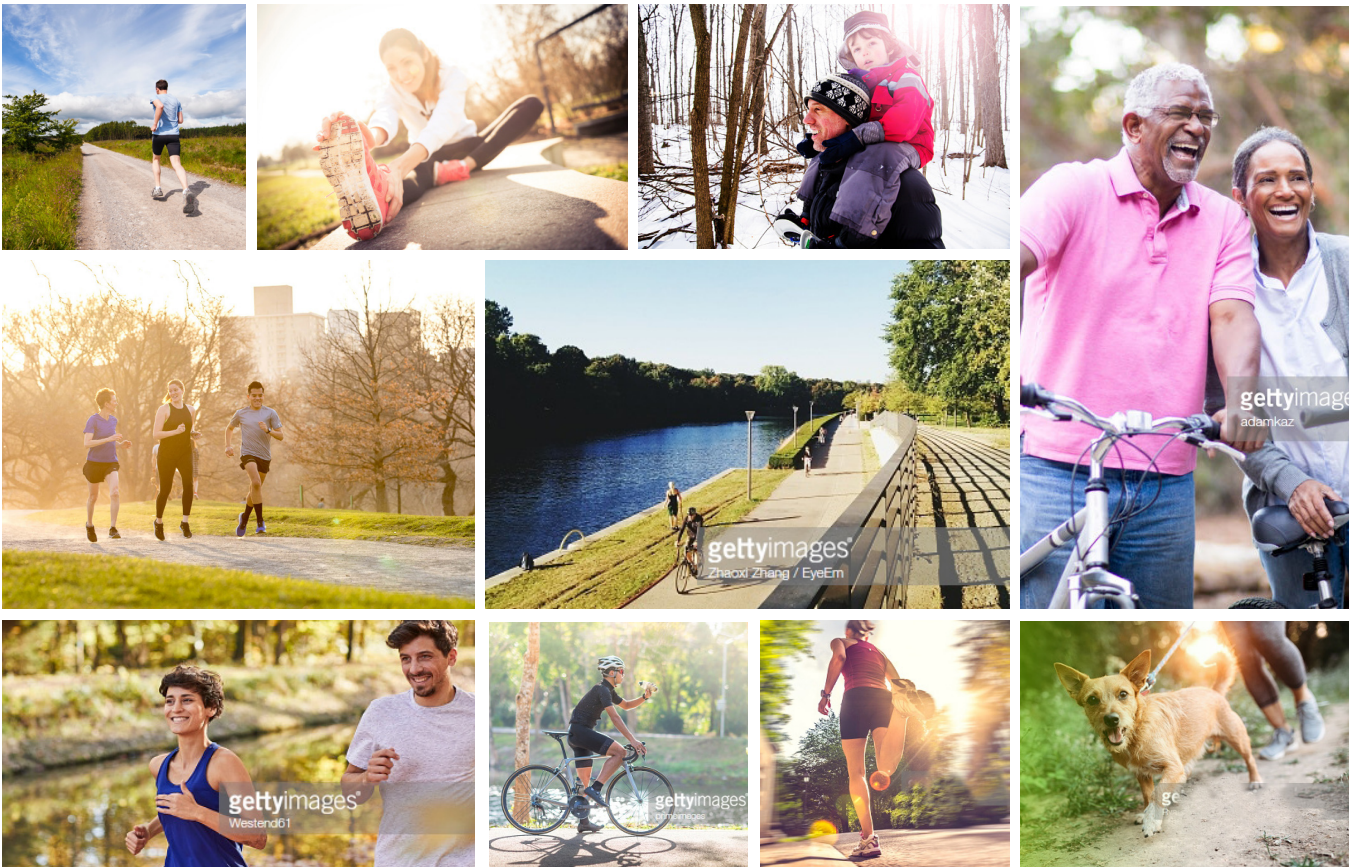
The Brandmark Tagline typeface is **Century Gothic Bold**.

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz  
1234567890

Crossway Trails is an evolving network that connects the Michiana Region. It provides a way to exercise, a way to play, a way to get to work and a way to enjoy the outdoors, either alone or with others. For this reason it is important to choose photographic images that capture the personality of the Brand. In materials that market Crossway Trails, choose images that show people of various ages, gender, and culture using the trails in a variety of ways. Rural trail sections as well as more urban trail sections should be shown. Photography of the landscape and natural features of the trails may be used as supporting images as well.

There should NEVER be images of an empty trail used in materials promoting the Crossway Trails. Instead, show images of the trails being used. Do not reproduce photos that are of low or poor quality. Never use staged or contrived photography.

Below are some examples of good Crossway Trails imagery.



Images from Getty Images & Google



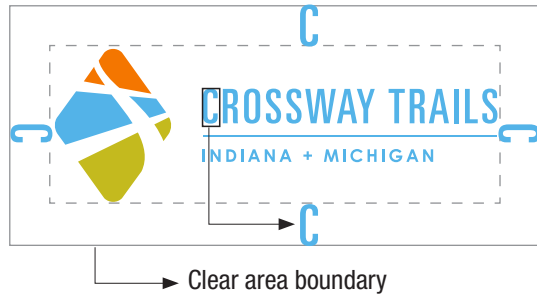
### Clear Space

Community input and careful design decisions resulted in the Crossway Trails Brandmark. It is essential that the Brandmark be treated with care and respect.

A set clear area should be maintained around the brandmark when it is used at all times. This area should be the height of the “C” in the word **CROSSWAY**. The clear area will vary depending on the scale the logo is used.

### Brandmark

For Primary & Secondary mark



### Minimum Size

The Brandmark should not be used below a certain size, or it becomes illegible. Please refer to the guidelines below for the smallest size at which the brandmark may be used.

### Brandmark

Primary



### Brandmark

Secondary

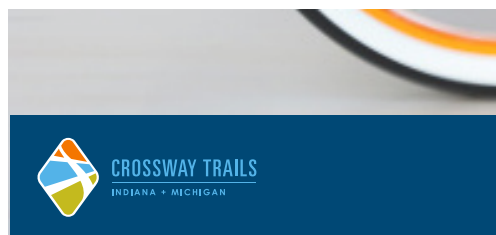


It is always preferred that the Brandmark appear on a white or light-colored background, or on a PMS 7693 color block. Below are examples of the Brandmark used correctly on a background.

#### Usage on Dark or Busy Backgrounds

If a circumstance arises which requires a dark background, the Brandmark should be placed in a white or 90% screen of white contained box. Below is an example of the Brandmark used correctly on a dark background.

#### CORRECT



### Examples of INCORRECT usage of the Brandmark

The Crossway Trails Brandmark was created specifically for the Michiana Area Council of Governments (MACOG). It should be treated with care and respect. Using the Brandmark inconsistently will lessen its impact and tarnish the image of the trail system itself.

#### INCORRECT

- Do NOT stretch or distort the brandmark



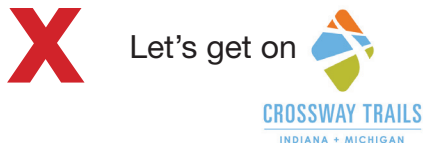
- Do NOT crop the brandmark



- Do NOT use the brandmark on a colorful/busy background



- Do NOT use the brandmark in a sentence



- Do NOT rearrange brandmark elements



- Do NOT rotate the brandmark



- Do NOT change the brandmark typefaces



- Do NOT change wording, color, placement or size of the tagline



- Do NOT alter the colors of the brandmark



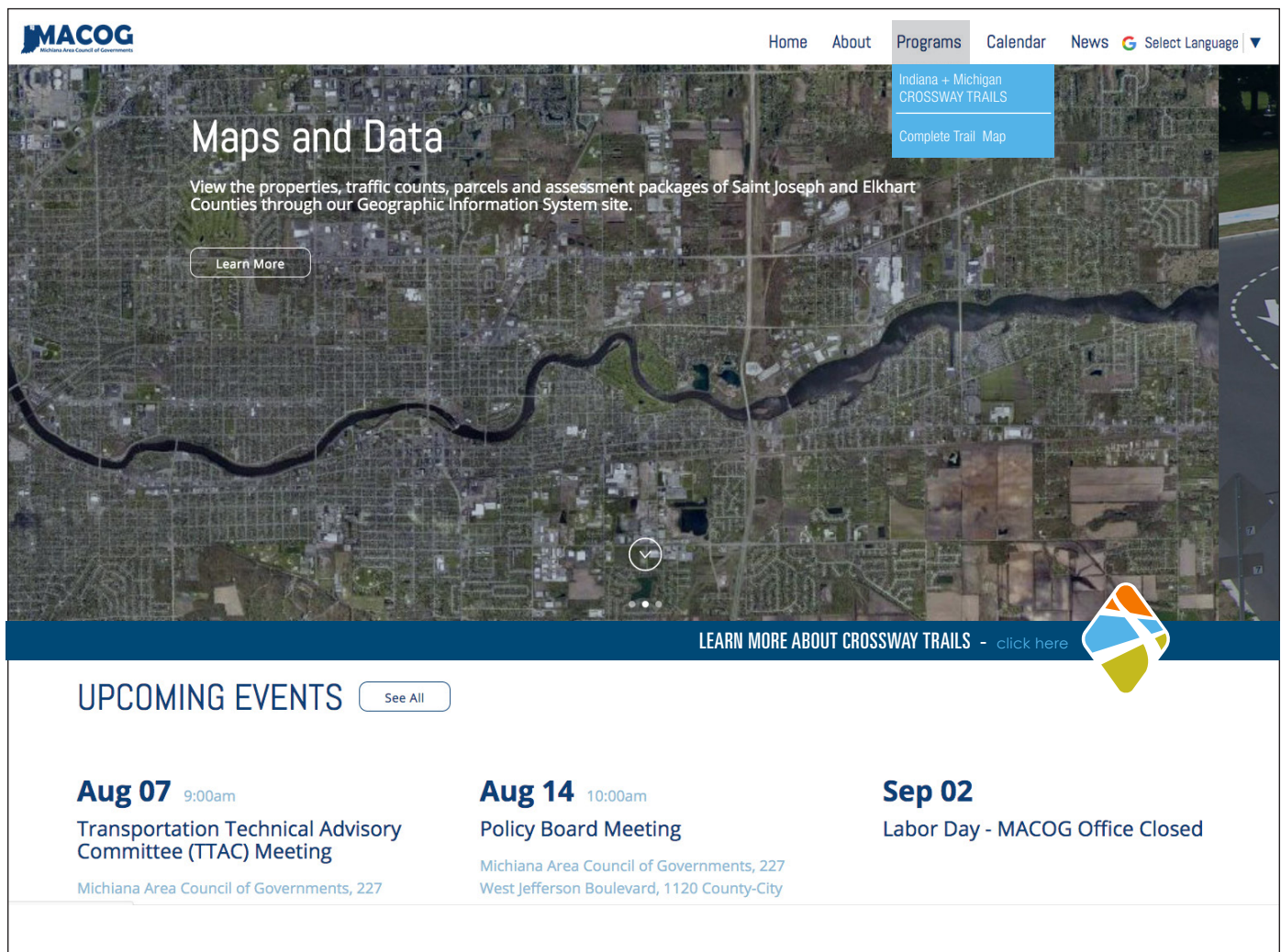
- Do NOT add elements to the brandmark



**ADVERTISING****CORRECT use of the Brandmark****MERCHANDISE****CORRECT use of the Brandmark**

### WEBSITE

Creating a Crossway Trails website with trail maps, events, construction updates and photo gallery would be an ideal way to promote and learn about the trail system. Currently, there is trail information on the MACOG site, but it is not visible from the homepage. Adding a link on the homepage for Crossway Trails would be easy way do use the existing infrastructure more efficiently.





## SIGNAGE

A variety of signage has been developed for the Crossway Trails. The goal of the wayfinding signage is to create a unified look to wayfinding elements along the trail, assuring the user they are in a safe area and providing them with the direction they need to reach their destination.

***Below is a sampling of these signs.*** These and other sign types are detailed in Section 2 of this guidelines document.



### A Cohesive Look for Crossway Trails

Crossway Trails are made up of miles of trails that wind through neighborhoods and towns as well as parks and rural areas within a region spanning many counties. Seeing the same wayfinding elements along the trail, wherever they are in the region, helps the user trust that the information being presented is correct and promotes a sense of connectivity.

Aside from signage, there are other ways to brand the trail. There are also ways to mark the trail itself, with branded pavement graphics, painted underpasses, and use of consistent streetscape elements along the trail. Streetscape elements may use similar materials as the wayfinding signage, and may include:

- **Branded Bike Racks**
- **Benches**
- **Shade Structures**
- **Trash receptacles**
- **Fitness Equipment**

These elements are not traffic control devices, but ways the brand can be utilized along the Crossway Trails System. Some examples are shown at the right. These are **examples only** and require further conversation with MACOG.



Trail signage



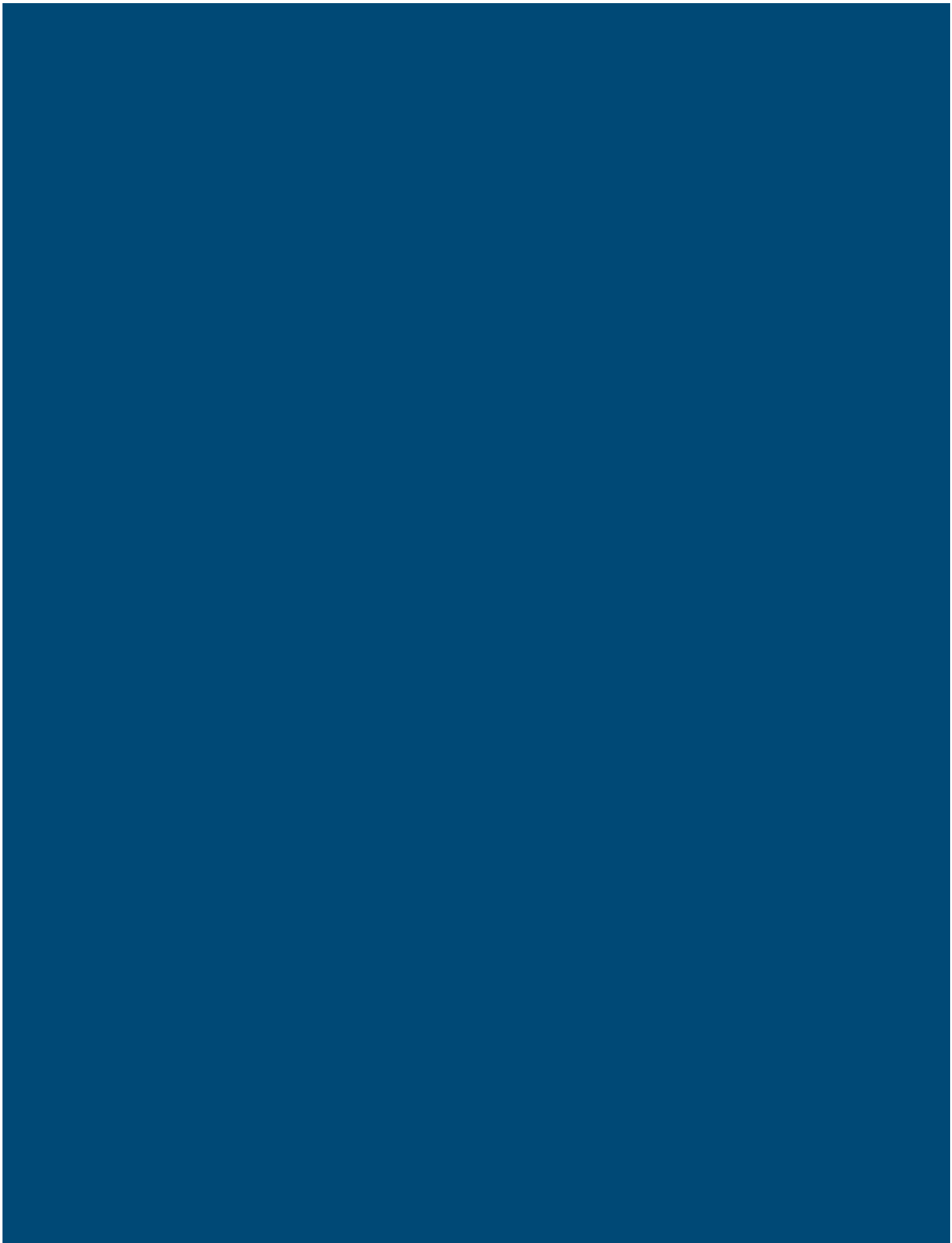
Trailhead signage - establish trail ID



Trash Receptacle (area for logo)



Custom/Branded bike racks





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# section 2

## Crossway Trails Wayfinding Tools

- 2.2 Introduction
- 2.3 Graphic Standards
- 2.7 Implementation Scenarios
- 2.8 Menu of Sign Types
- 2.13 Signage Drawings
- 2.49 Signage Enhancements

**Wayfinding Tools**

A variety of wayfinding tools have been developed for Crossway Trails. This “Kit of Parts” will allow each municipality to address the wayfinding needs of the Trails located in their municipality.

It is important to maintain a cohesive look to the signage along Crossway Trails as it crosses the Michiana Region. There are several scenarios that were discovered in the region with regard to existing signage elements. There are different opportunities for the Crossway Trails brand to be implemented in these different scenarios. For that reason, we have provided graphic standards to be used when implementing various wayfinding tools along The Crossway Trails system. Various signage scenarios are outlined on Page 2.7 of this document. This document does NOT provide sign drawings for every custom element shown in the scenarios. Custom elements are shown as schematic designs only to be used for further discussion with MACOG and the Municipality where the element may apply.

The sign drawings contained in this section are NOT shop drawings. Any county or municipality wanting to install Crossway Trails signage must have shop drawings created by their sign shop or local fabricator and approved by MACOG. For larger structures, shop drawings may need to be signed and sealed by an Indiana registered architect or engineer.

**Wayfinding Signage - MUTCD Sign Messages**

The Wayfinding typeface is **Clearview Highway**.

**Clearview Highway**  
 ABCDEFGHIJKLMNOPQRSTUVWXYZ  
 abcdefghijklmnopqrstuvwxyz  
 1234567890

**“CROSSWAY TRAILS” Primary Brandmark Typeface**

The Primary Brandmark typeface is **Univers 59 Ultra Condensed**.

**“CROSSWAY TRAILS”**  
 ABCDEFGHIJKLMNOPQRSTUVWXYZ  
 abcdefghijklmnopqrstuvwxyz  
 1234567890

**“INDIANA + MICHIGAN” and Tagline Typeface**

The Brandmark Tagline typeface is **Century Gothic Bold**.

**“INDIANA + MICHIGAN”**  
 ABCDEFGHIJKLMNOPQRSTUVWXYZ  
 abcdefghijklmnopqrstuvwxyz  
 1234567890

**TYPOGRAPHY & TYPEFACES**

Please refer to Section 1 of this guidelines document for additional information about typography.

This page provides a reference for the typefaces for the Crossway Trails Wayfinding Signage.

Typefaces may not be changed. During fabrication, the height and width ratio of letter forms must be maintained proportionately.

**MUTCD Signage:**

Typeface for MUTCD signs is Clearview Highway. Type must be title case or upper- and lower-case letters for primary destinations. All other words appearing on the signs should appear in all upper case.

**Bicycle Signage:**

Min. 2” high copy is recommended for signs used by bicyclists.

**Pedestrian Signage:**

1” high copy is recommended for pedestrian directional signs.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**COLORS & MATERIALS**

Consistent use of a color palette creates a recognizable “system”.

The Color Palette found on the following pages provides a reference for specifying a paint color or other material.

Paint is used as a protective coating when reflectivity is not required.

Reflective vinyl is required for MUTCD signs. It ensures additional visibility at night, promoting bike safety.

The Fabricator is required to submit painted color chips and material samples to the client for approval prior to sign fabrication.

The ADA requires a minimum of 70% contrast between text and background for the legibility.











PMS (Pantone® Matching System) is an industry standard for color matching.

Pantone® is a registered trademark.



A 3M warranty for reflective vinyl covers fading. Sherine Industries (see\* below) provides a 3M warranty for custom colors against fading for 7 years. Contact Sherine Industries for more information.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**Paint Colors**

|   |     | Name         | Specification           | Process   |
|---|-----|--------------|-------------------------|---|
|    | P1  | Navy         | To match PMS 7693       | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|    | P2  | Sky Blue     | To match PMS 292C       | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|    | P3  | Orange       | To match PMS 716C       | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|    | P4  | Light Green  | To match PMS 7744C      | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|    | P5  | MUTCD Green  | To match PMS 341C       | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|    | P6  | White        | To match PMS white      | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|    | P7  | Light Silver | Matthews Paint to match | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|   | P8  | Dark Silver  | Matthews Paint to match | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|  | P9  | Light Blue   | To match PMS 7690       | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |
|  | P10 | Red          | To match PMS 079        | Surface applied, exterior sign paint and protective top coat: MATTHEWS Acrylic Polyurethane w/ Clear Coat Satin finish. |

**Reflective Vinyl Colors**








|   |    | Name        | Specification      | Process   |
|---|----|-------------|--------------------|---|
|  | V1 | Navy        | To match PMS 7693  | Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.* |
|  | V2 | White       | To match PMS white | Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.* |
|  | V3 | MUTCD Green | To match PMS 341C  | Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.* |
|  | V4 | Orange      | To match PMS 716C  | Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.* |
|  | V5 | Sky Blue    | To match PMS 292C  | Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.* |
|  | V6 | Light Green | To match PMS 7744C | Background & Characters 3M custom inks applied directly to 3930 with 3M approved clear UV/Graffiti Vinyl Over-laminates.* |

\*MUST comply with MUTCD section Table 2A-3 – Minimum maintained retroreflectivity levels.

Approved Process: Durst RHO 161 TS printer. Sherine Industries: (604) 513-1887, or approved equal

NOTE: All 3M products are to be processed and applied according to 3M specifications. The seaming of material is NOT preferred. If the height of a sign panel is greater than 48 inches, the 3M 3930 material should be oriented vertically with stripes at 0 degrees, to avoid the seaming of material. If seaming is required, it should occur at the rule line or between messages.

**Materials**

|  | Name                         | Specification                       | Process   |
|--|------------------------------|-------------------------------------|---|
|   | <b>M1</b> Aluminum           | .080" Aluminum or greater           | Unpainted aluminum with protective clearcoat  |
|   | <b>M2</b> Aluminum Sign post | 2" square aluminum post - standard  | Painted aluminum  |
|   | <b>M3</b> Aluminum Sign post | .25" wall thickness 6" or 8" square | Painted aluminum  |
|   | <b>M4</b> Graphic panel      | Direct Embed Product or Equal       | Digital print to panel (M1) or Apply graphic to aluminum panel (M1)<br><a href="http://www.directembedcoating.com">www.directembedcoating.com</a> |
|   | <b>M5</b> Vinyl Banner       | Printed vinyl banner                | Pockets to accommodate banner pole arms, Wind cuts if needed, tether to pole.   |
|   | <b>M6</b> Wood Post          | Cedar wood with applied stain       | Various sizes   |
|  | <b>M7</b> Concrete           | TBD                                 | Poured footer for Enhanced Trailhead ID base  |

**COLORS & MATERIALS**

Consistent use of a color palette creates a recognizable "system"

The Fabricator is required to submit painted color chips and material samples for approval prior to sign fabrication.

The ADA requires a minimum of 70% contrast between text and background for the legibility.

**ARROWS**

Arrows for Wayfinding signs

**Directional Arrows**

left



ahead-left



ahead



ahead-right



right

**MUTCD Arrows**

left



ahead-left



ahead



ahead-right



right

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

PEDESTRIAN PICTOGRAMS

Pictograms will be utilized on pedestrian wayfinding elements such as Kiosks, Trail and Signage, and maps. These elements will be well off the trail.

Benefits of pictograms:

- Understandable
- Memorable
- Common Language
- Distinguishable
- Character
- Expandable

The pictograms shown at right are for Pedestrian Signs only. Should a municipality wish to include a pictogram on a Bicycle sign, MUTCD-approved symbols must be used.

AMENITIES



Restrooms  
A4



Picnic Site  
A2



Fishing  
A3

ACCESS / INFORMATION



MUTCD Bike Path  
B1



Bike Path  
B2



Pedestrian Trail  
B3



River Access  
B3



Information  
B4



Parking  
B5

REGULATORY



No ATVs  
Allowed  
C1



No Skateboarding Allowed  
C2



Motorcycles  
Not Allowed  
C3



Horseback Riding  
Not Allowed  
C4



Swimming  
Not Allowed  
C5



No Dogs Allowed  
C6



No Fishing Allowed  
C7

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

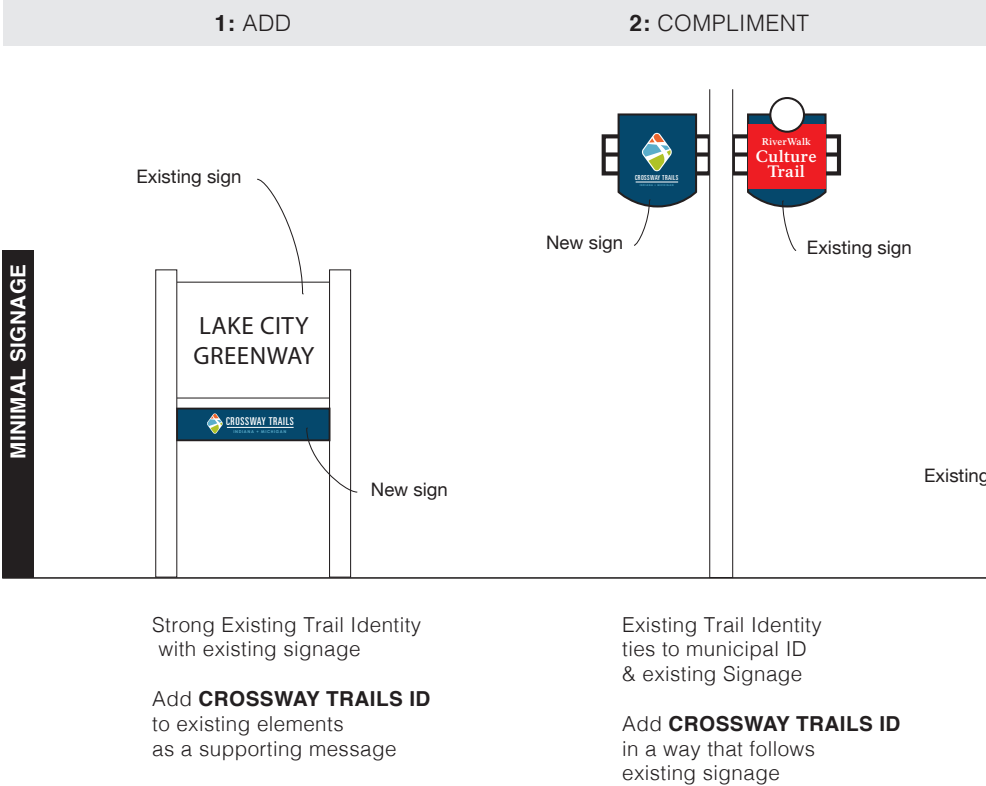


Implementation Scenarios

The are many different existing conditions of Trail ID and Trail Signage in the Michiana Region. In many municipalities, sign standards have been established for trails that cross through their boundaries.

Implementing the Crossway Trails Identity across the region will not be a “one-size-fits-all” solution. At the right is a chart showing 5 possible scenarios of implementation for the Regional Brand. Some municipalities may have more than one of these scenarios existing. Some Municipalities could fall into more than one scenario category, so it will be up to the Municipality to decide which implementation strategy works best for them.

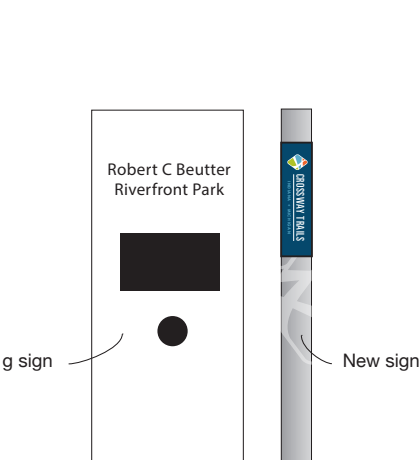
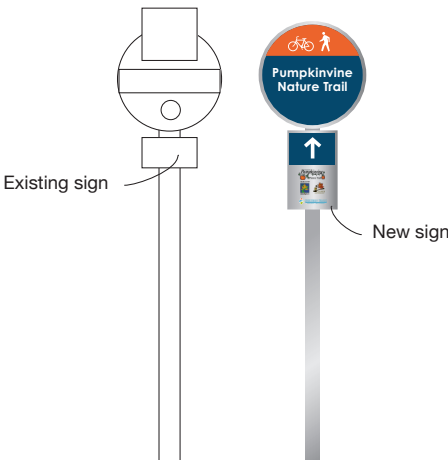

5 Scenarios of Implementation



EXAMPLES





| 3: SUPPORT  | 4: RE-ORGANIZE/REPLACE   | 5: NEW SYSTEM  |
|---|--|--|
|  <p>Existing sign</p> <p>New sign</p>                           |  <p>Existing sign</p> <p>New sign</p>  |  <p>New sign</p>                        |
| <p>Existing Park Identity and signage.<br/>No branded trail signage</p> <p>Add <b>CROSSWAY TRAILS</b> ID element to compliment Park signage</p> | <p>Multiple Park &amp; Trail Identities represented on many kinds of existing signage.</p> <p>Replace existing sign panels with new, organized sign panels</p> | <p>Little to no existing Trail Identity or signage.</p> <p>Add <b>CROSSWAY TRAILS</b> branded Signage system elements.</p> |

NEW SYSTEM



### IMPLEMENTATION SCENARIOS

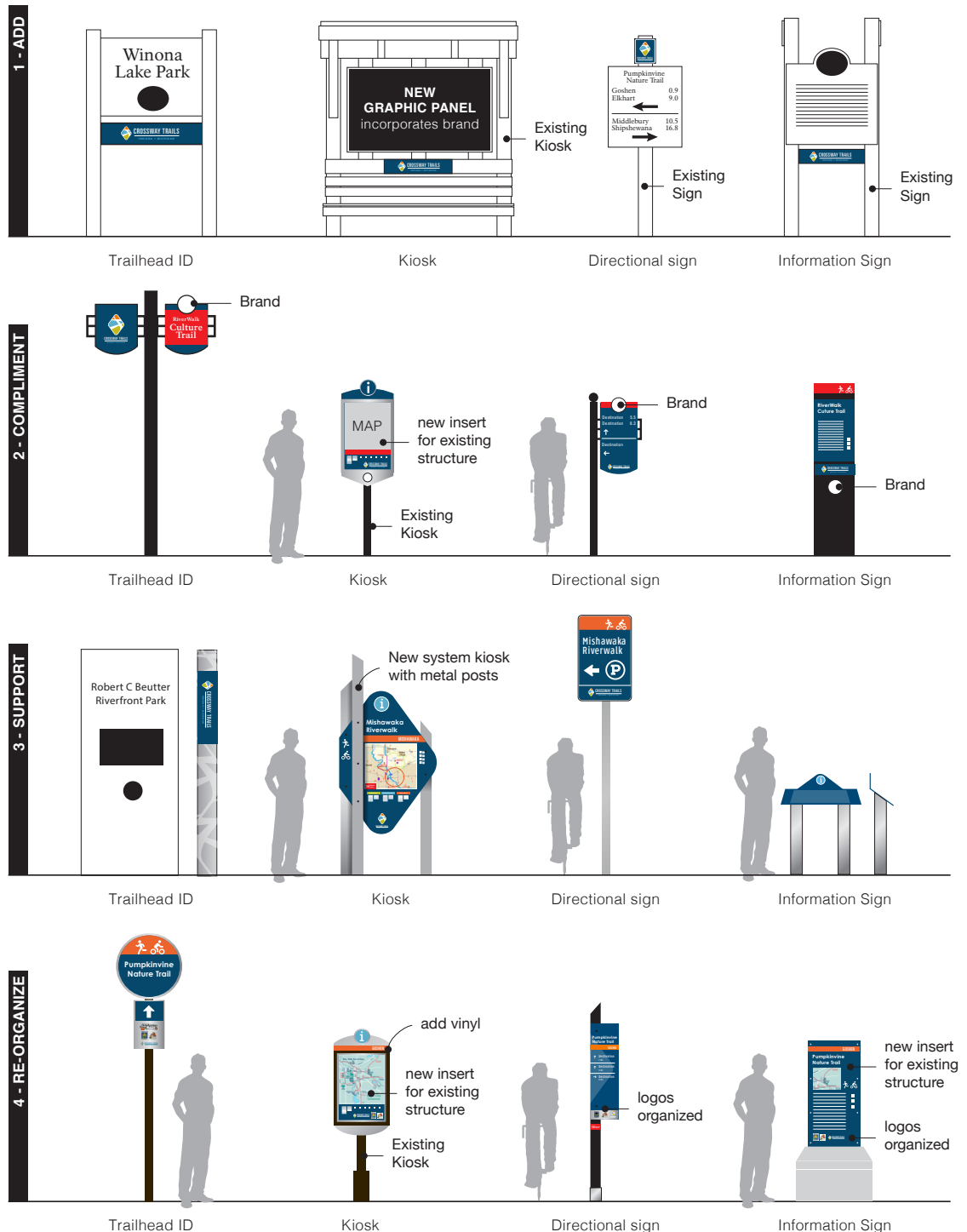
At the right are examples of signage elements as they may fit into different implementation scenarios.

Designs for these elements will require further design development.

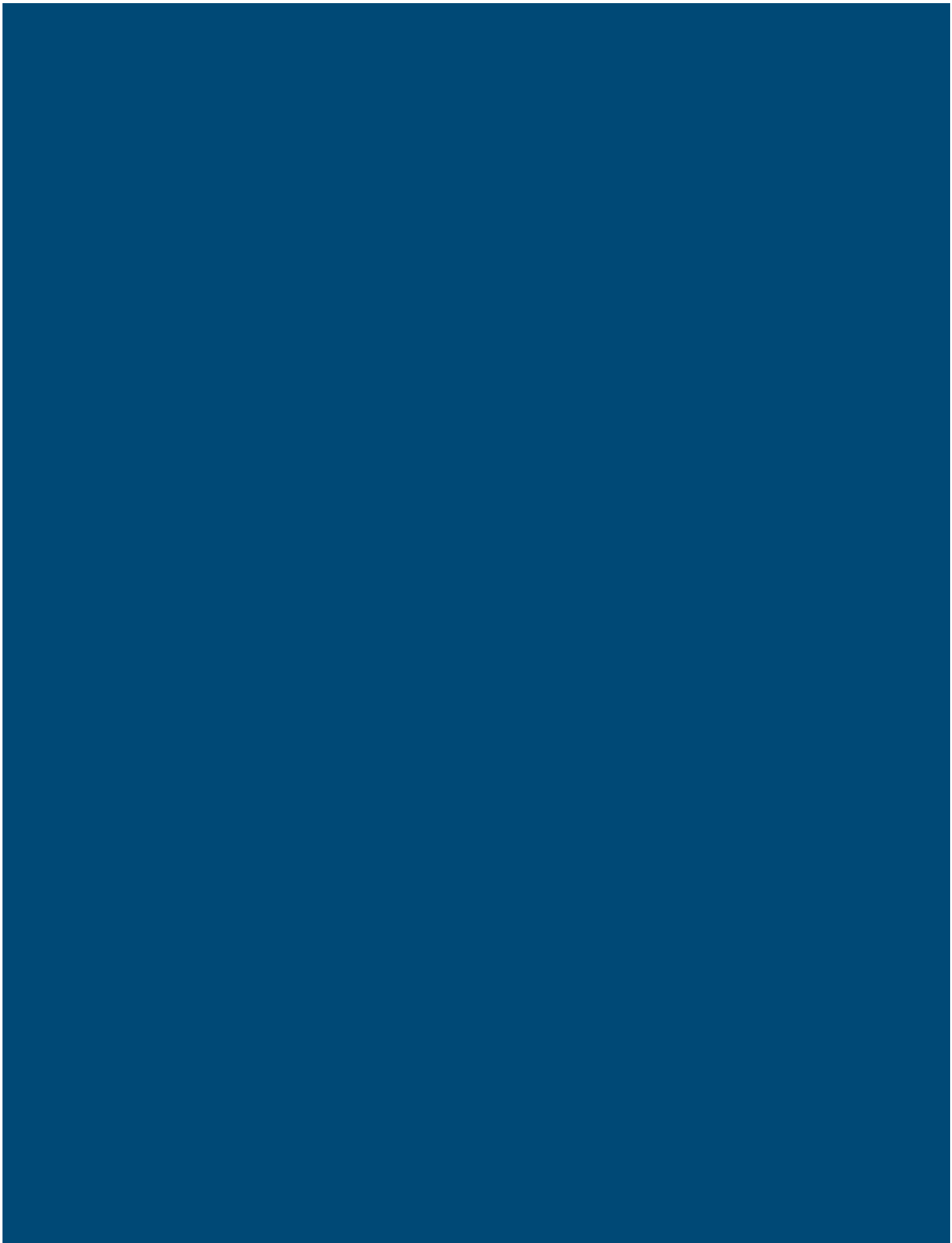
#### NOTE:

**Scenario 5:**  
**New Signage System** is detailed in the following pages

The design drawings in this book are for Scenario 5 only - a new Trail Signage System.



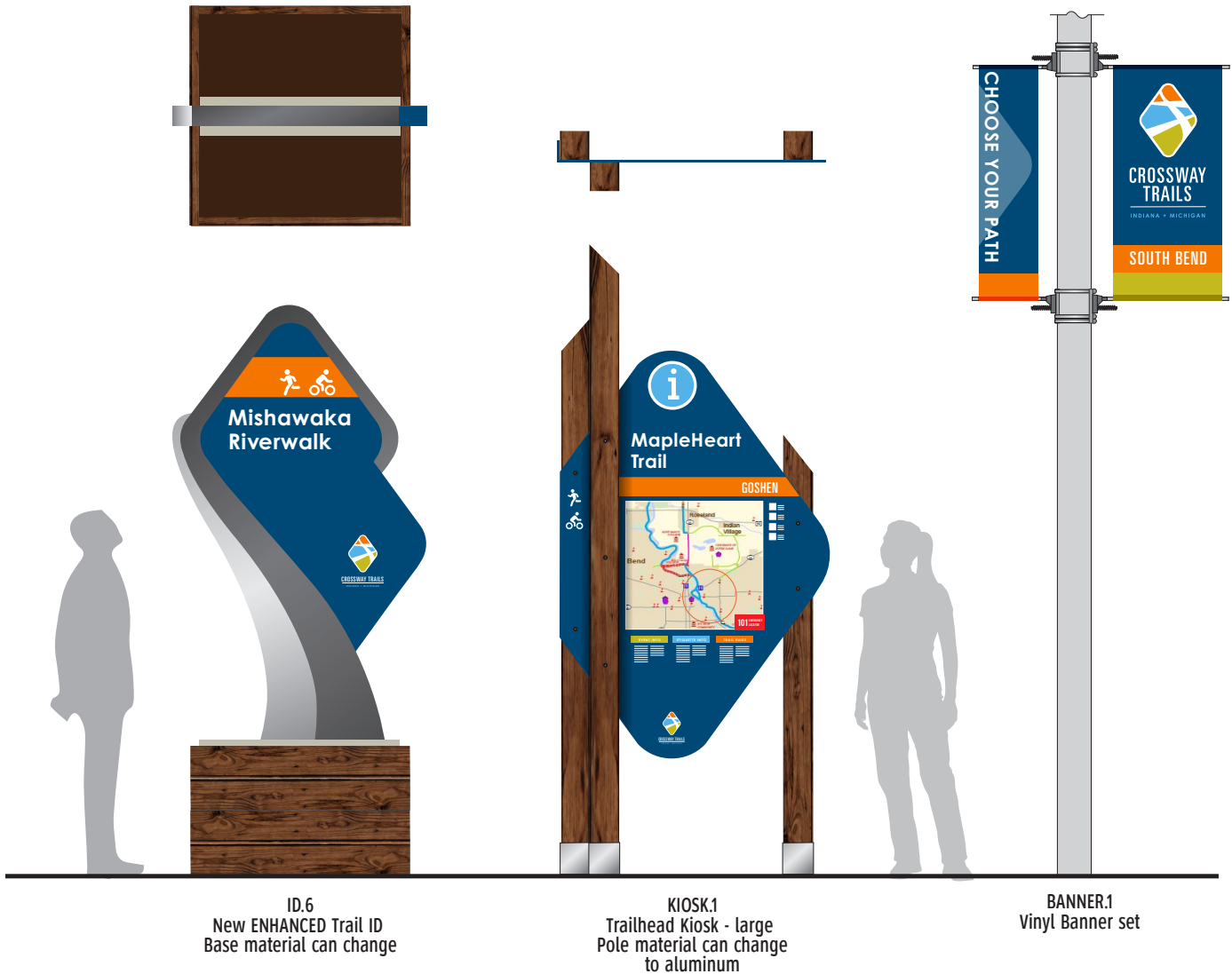
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### NEW WAYFINDING SIGNAGE SYSTEM

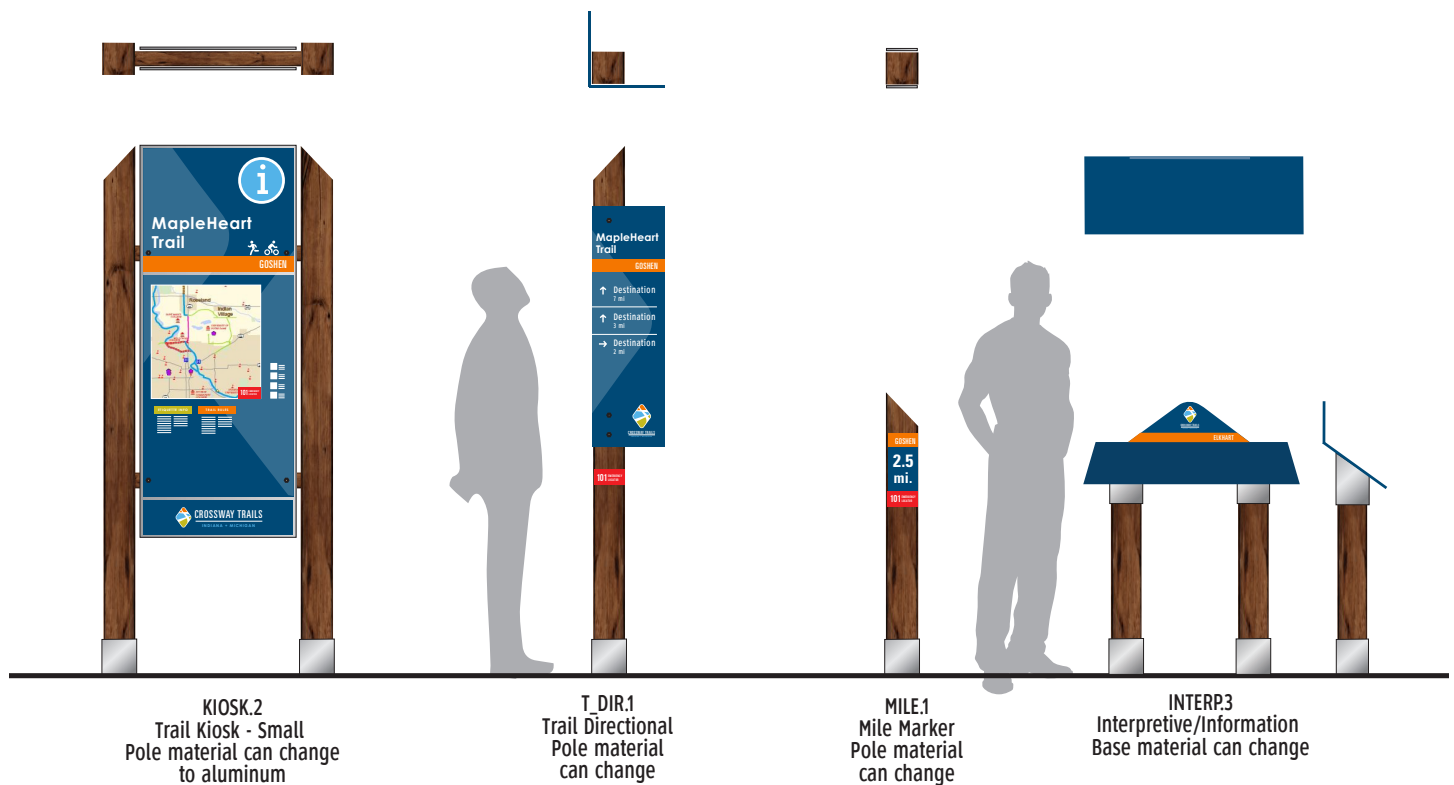


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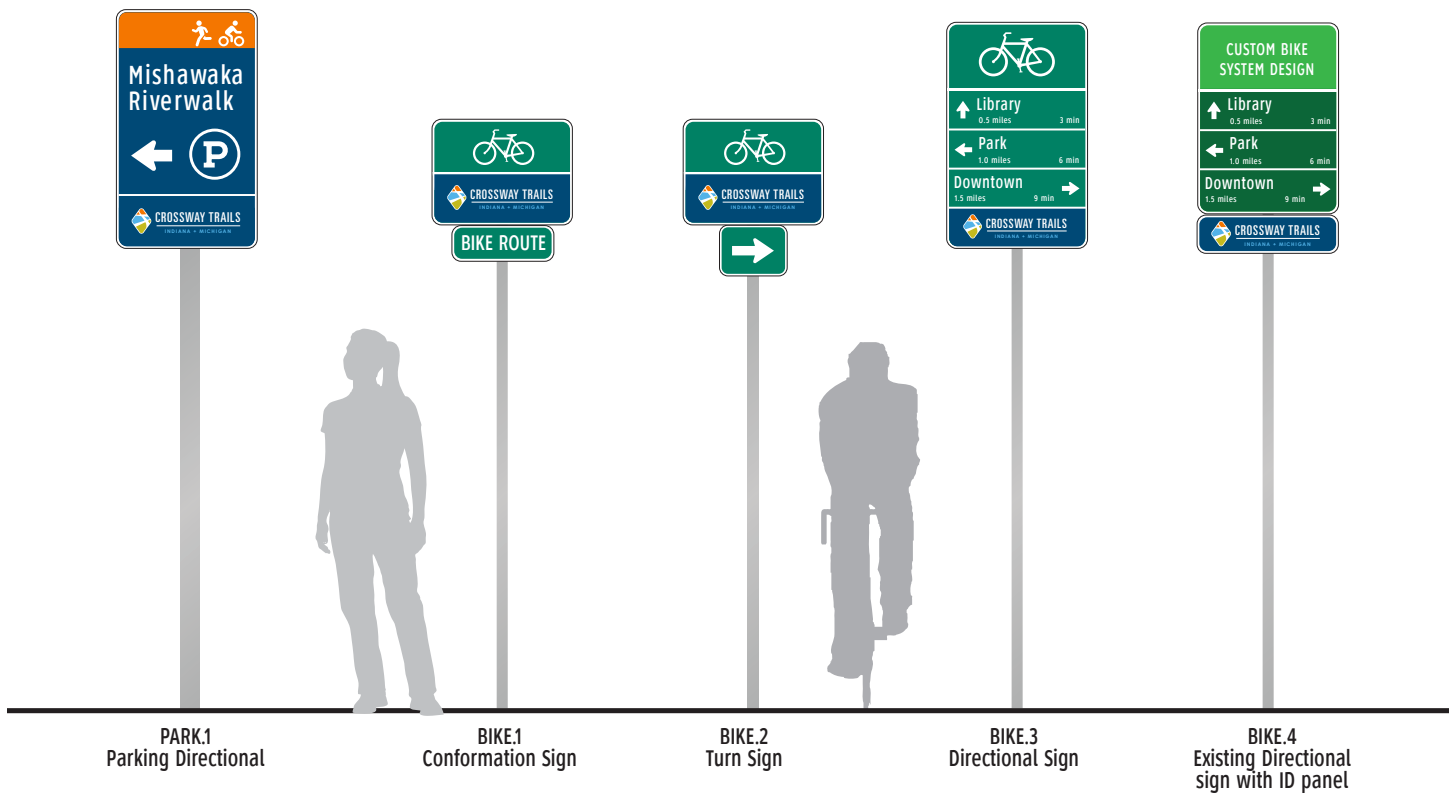


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### NEW WAYFINDING SIGNAGE SYSTEM



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There are a variety of sign types that can be incorporated along the trails that will help promote connections across the region.

#### Trailheads

This element can identify a trail, provide orientation through maps, and offer community information. There is also the opportunity to change out base materials for the trailhead design, depending on the environment is being placed. The scale of Trailheads vary depending on the location of the trailhead.

#### Directional Signs

Located at key decision points, these signs direct to nearby amenities, additional trails, Municipalities and access points. These signs also provide confirmation for users out on the trail that they are still in the trail system and going the correct direction. These can also provide trail managers and emergency response personnel points of reference to identify field issues such as maintenance needs or locations of emergency events.

#### Mile Markers

Aids trail users with measuring distance travelled. These can also provide trail managers and emergency response personnel points of reference to identify field issues such as maintenance needs or locations of emergency events. These signs are to be placed every ¼ to ½ mile along the Trails. Discussion with the municipalities as to how the distances are set may be needed.

### SUPPLEMENTAL ELEMENTS

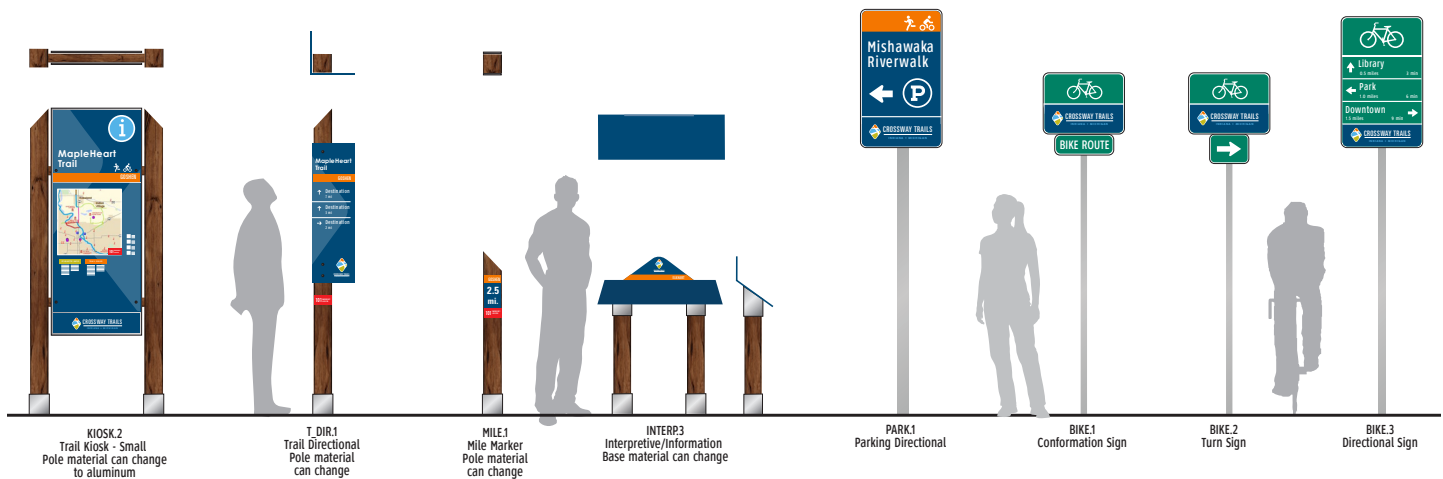
#### Trail Parking Signs

**Function and Content:** These signs direct to trail parking areas off municipal roads. These are vehicular signs and must comply with MUTCD guidelines with regard to reflectivity, mounting height and breakaway system.

#### Banners

**Function and Content:** Serves as a Trail branding opportunity alerting the public to the Trail's presence. The initial welcome and identification of Trail access points (where parking may not be readily available). Crossway Trails brand mark, trail name, tagline and municipality name.





### Information Kiosks

**Function and Content:** A clearing house of information for trail users at a more detailed level than other elements. Includes space for orientation map graphics indicating the off-street route, on-street connections, major geographic features, and area destinations. Space shall be available for trail rules and responsibilities, as well as emergency and trails manager contact information and logo.

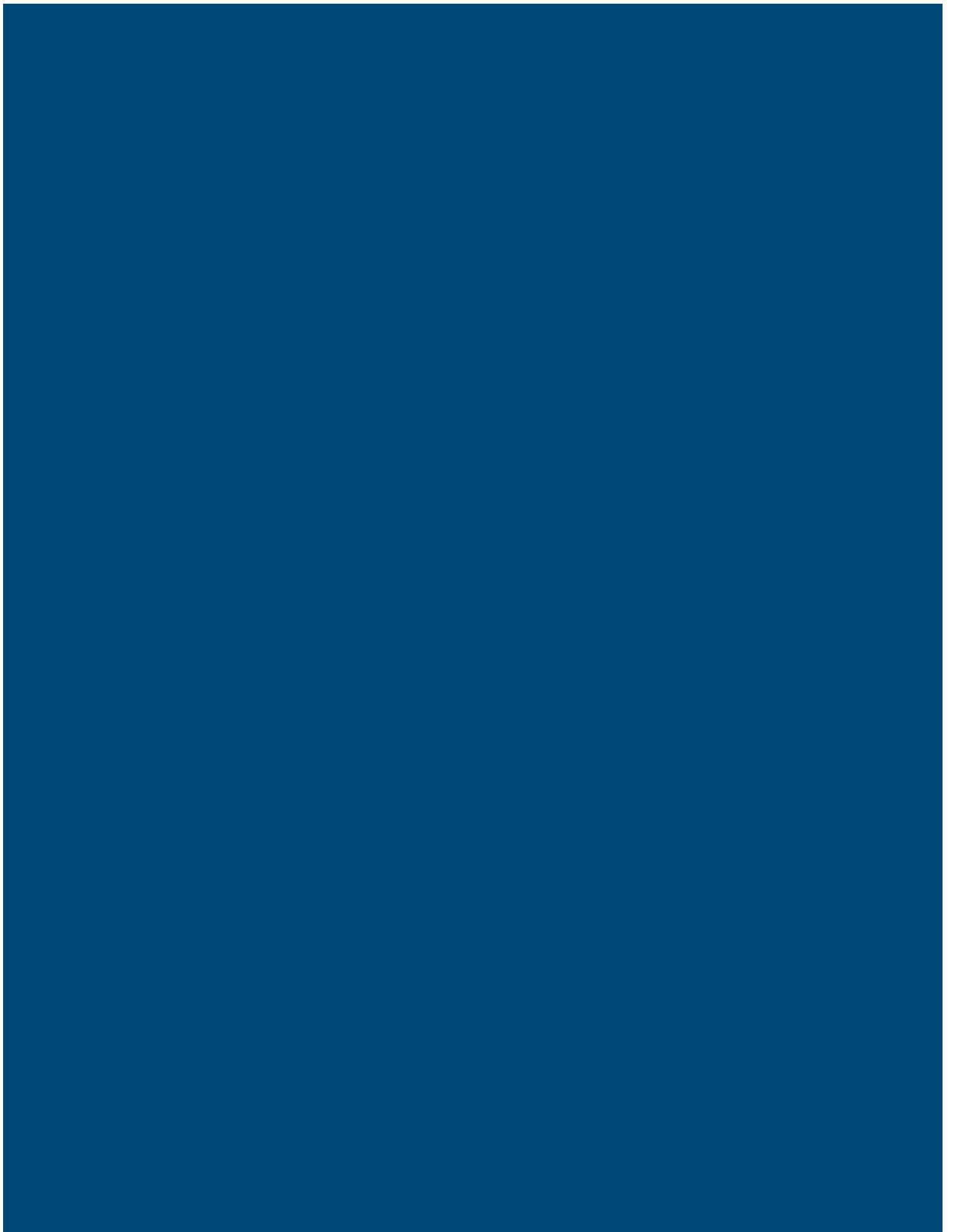
Located at trailheads and major trail system access points. Should be set back from the edge of the trail travel way in order to provide areas to dwell and consider the information. Not locating the signs within the first three feet of a trail edge removes a potential physical obstacle from the travel way, as well as providing a clear circulation area per accessibility guidelines.

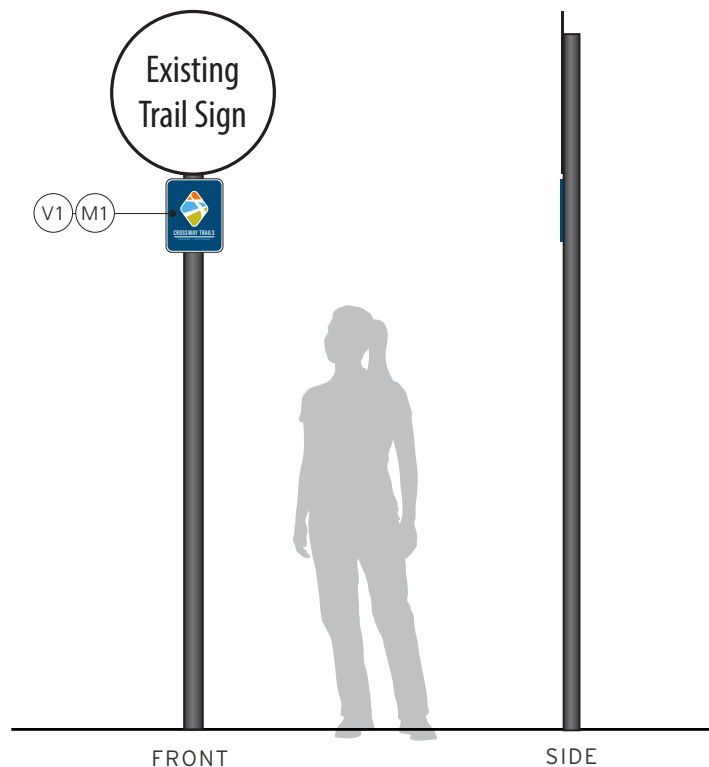
### Interpretive Panels

**Function and Content:** Include opportunities to “tell the story” of local history, recreation, yearly events, or trail construction. Content to be developed by the municipality where the panel is located and approved by MACOG.

### On-street Bike Signage

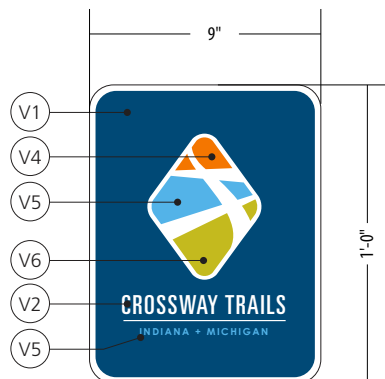
**Function and Content:** Supports the theme of connecting the region by reinforcing which Trail the user is on, assuring them they are still within the trail system. Can also direct to up to 3 destinations with distance and ride time.





### 1 Color Schedule - ID.1

3/8"=1'



Use this color reference  
for the Crossway Trails  
logo on all reflective signage

### 2 Typical Layout Guidelines - ID.1

1 1/2"=1'

## ID.1

### Trail ID panel

The ID.1 Sign type is a trail identification sign for new and already established trails in the Crossway Trails system. This panel can be used alone on existing structures on the trail, such as bridges, interpretive panels or park signs. It can also be used on new trail directional signage.

The panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to base element.

A Layout is shown below for the graphic panels on this sign.

This is a single-sided sign. This sign is reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

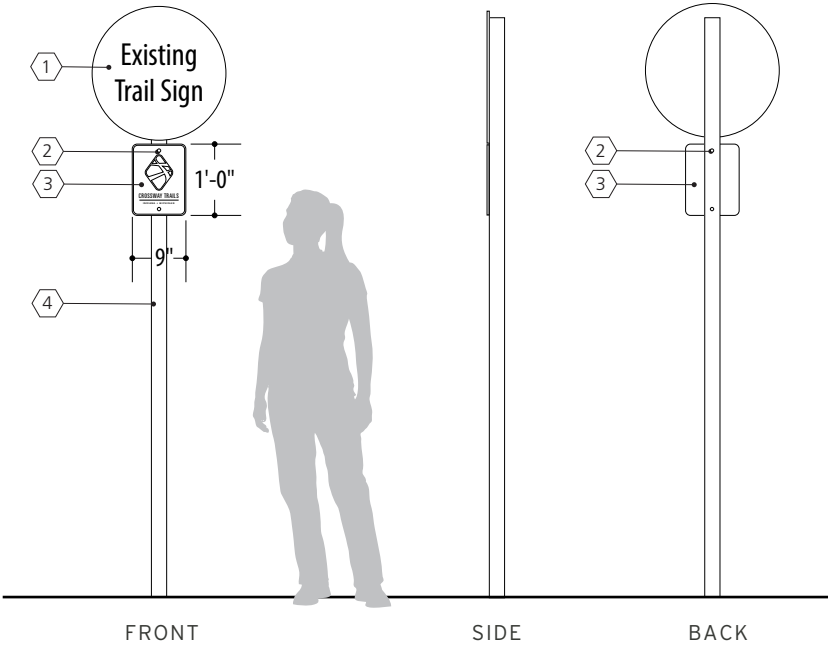
ID.1  
Confirmation Trail ID panel

The ID.1 Sign type is a trail identification sign for new and already established trails in the Crossway Trails system. This panel can be used alone on existing structures on the trail, such as bridges, interpretive panels or park signs. It can also be used on new trail directional signage.

The panels are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to base element.

A Layout is shown below for the graphic panels on this sign.

This is a single-sided sign. This sign is reflective.



1 Elevations ID.1  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 EXISTING Trail Sign
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 .080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics
- 4 EXISTING Trail Sign post

**NOTES:**  
Panel can be mounted in various scenarios, on existing trail signage elements, or trail structures with approval of MACOG.  
  
Mounting heights will vary.

**ID.2****Crossway ID with Existing trail ID**

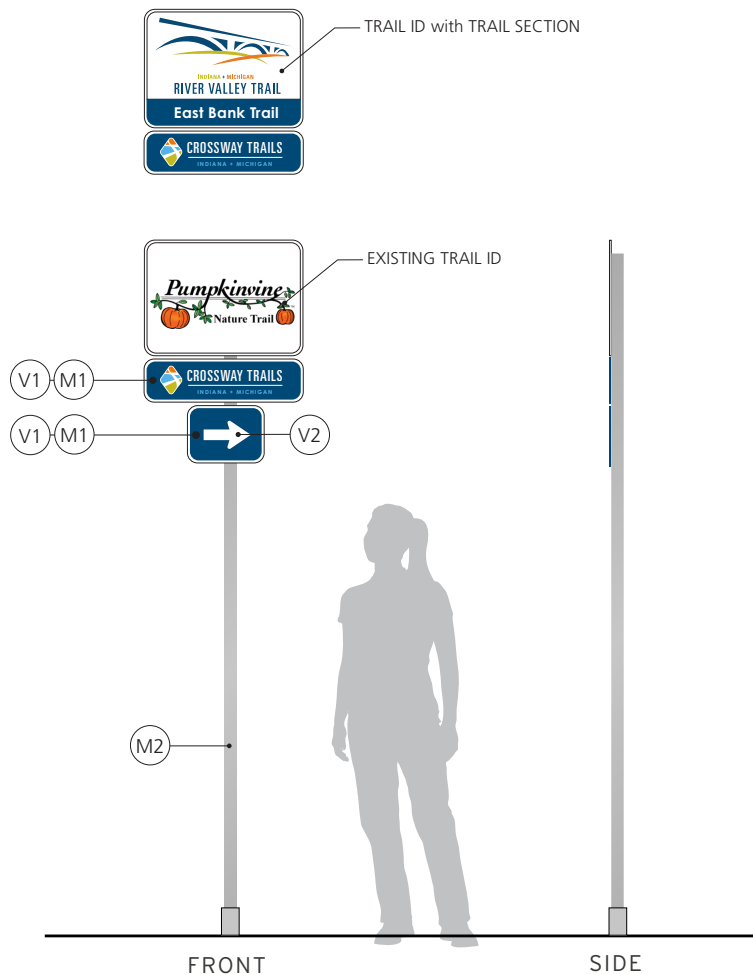
The ID.2 Sign type is a Trail Identification Sign placed at entry points to the trail network. It highlights a specific trail name or logo along with a sub-panel identifying the trail as part of the Crossway Trails System.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



**1 Color Schedule - ID.2**  
3/8"=1'



**2 Typical Layout Guidelines - ID.2**  
3/4"=1'

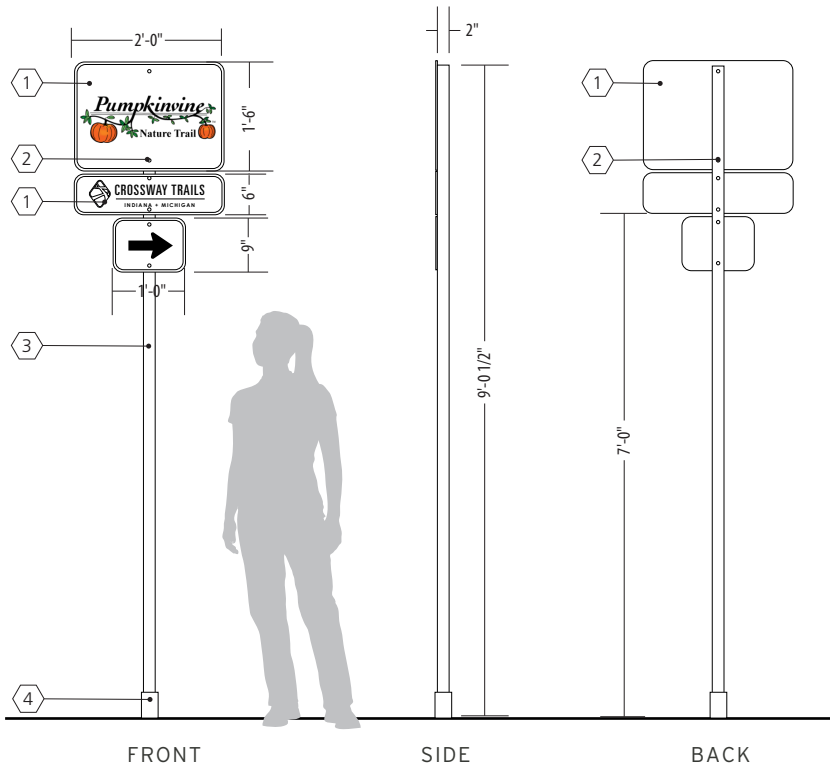
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**ID.2**  
**Crossway ID with Existing trail ID**

The ID.2 Sign type is a Trail Identification Sign placed at entry points to the trail network. It highlights a specific trail name or logo along with a sub-panel identifying the trail as part of the Crossway Trails System.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.



**1 Elevations ID.2**  
scale: 3/8"=1'-0"

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- 1 .080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 Standard MUTCD-approved 2x2 square aluminum sign post
- 4 Standard MUTCD-approved 2x2 square anchor base

**NOTES:**  
Edge of sign panel must be located a minimum of 2ft away from the edge of the road.

**ID.3****Crossway ID panel**

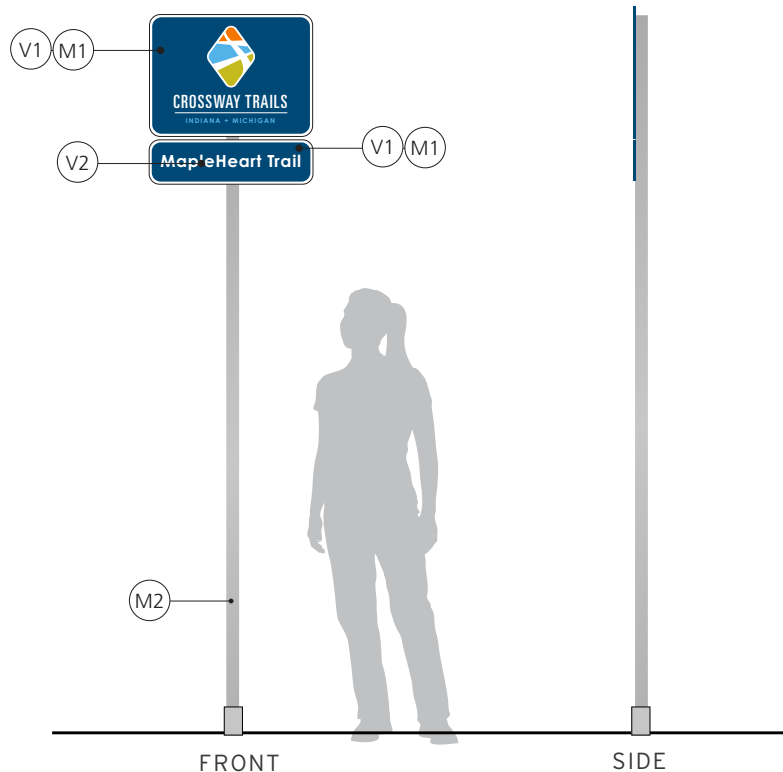
The ID.3 Sign type is a Trail Identification Sign placed at entry points to the trail network. It highlights Crossway Trails on the main panel, and a specific trail name or logo along on a sub-panel identifying the trail as part of Crossway Trails.

Layouts are shown below for the graphic panel of this sign.

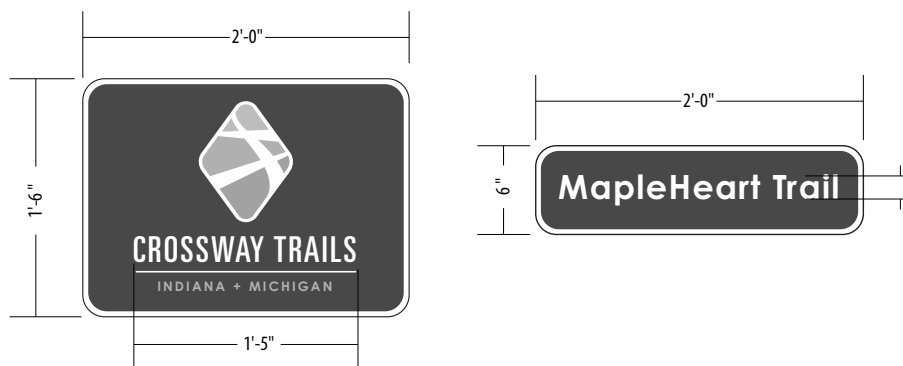
This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



① **Color Schedule - ID.3**  
3/8"=1"



② **Typical Layout Guidelines - ID.3**  
3/4"=1'

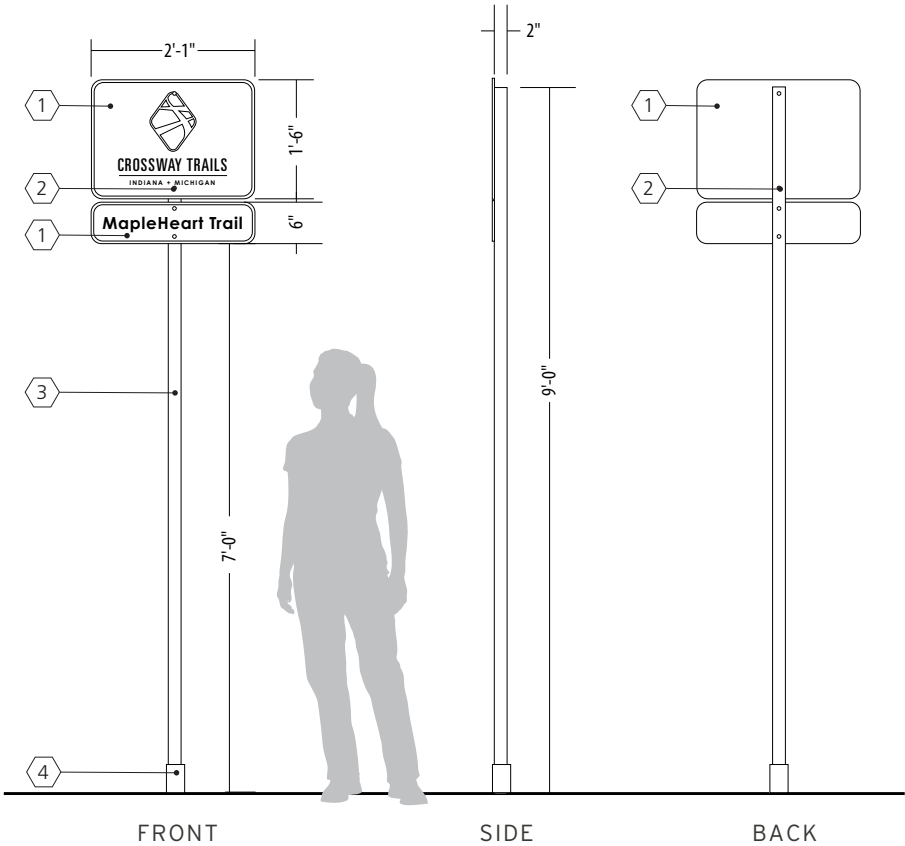
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ID.3

Crossway ID panel

The ID.3 Sign type is a Trail Identification Sign placed at entry points to the trail network. It highlights Crossway Trails on the main panel, and a specific trail name or logo along on a sub-panel identifying the trail as part of Crossway Trails.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.



1 Elevations ID.3  
scale: 3/8"=1'-0"

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- 1 .080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 Standard MUTCD-approved 2x2 square aluminum sign post
- 4 Standard MUTCD-approved 2x2 square anchor base

**NOTES:**  
Edge of sign panel must be located a mini of 2ft away from the edge of the road.



**ID.4****Trail ID with Existing Sign - size will vary**

The ID.4 Sign type is a Trail Identification Sign placed on an existing sign at an entry point to the trail network. It is a sub-panel identifying an entry to Crossway Trails from within a park or other established area.

This sign type will vary in size depending on the existing sign on which it is being placed. The size shown here is for general pricing purposes only. The panel can extend in width by extending the brown area on each end of the panel.

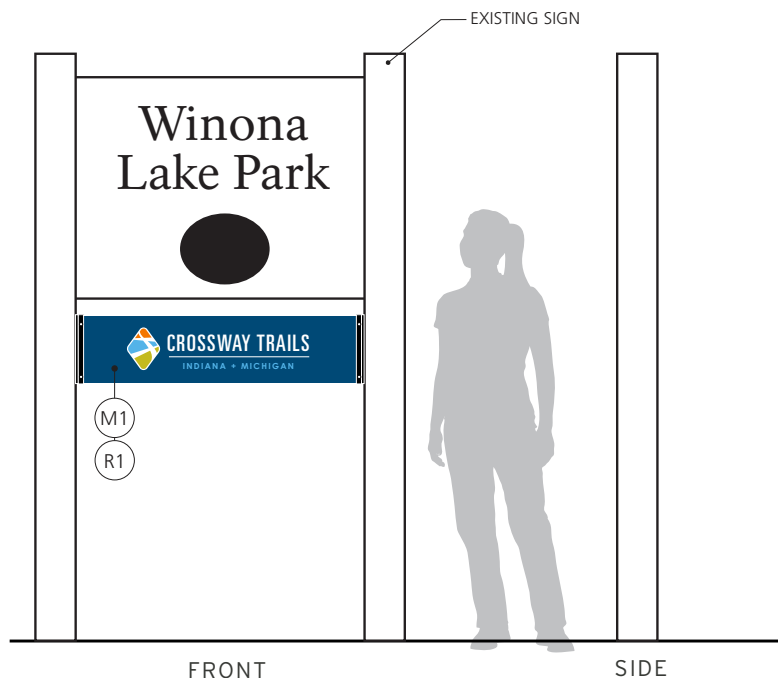
The sign will attach to the existing sign with brackets, or other best mounting method for the existing sign condition and type.

Layouts are shown below for the graphic panel of this sign.

This is a double-sided panel. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



1 Color Schedule - ID.4  
3/8"=1'



2 Typical Layout Guidelines - ID.4  
3/4"=1'

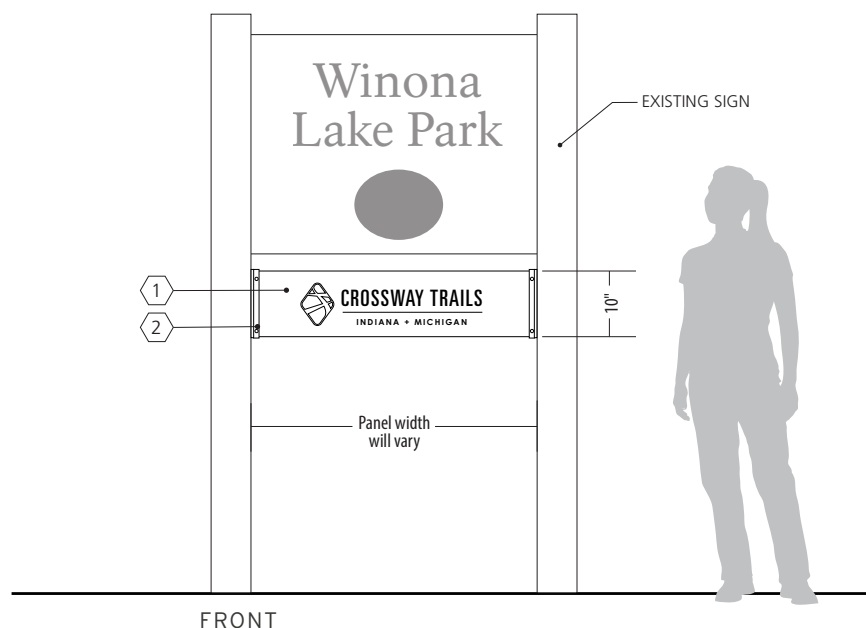
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**ID.4****Trail ID with Existing Sign -  
size will vary**

The ID.4 Sign type is a Trail Identification Sign placed on an existing sign at an entry point to the trail network. It is a sub-panel identifying an entry to Crossway Trails from within a park or other established area.

This sign type will vary in size depending on the existing sign on which it is being placed. The size shown here is for general pricing purposes only. The panel can extend in width by extending the brown area on each end of the panel.

The sign will attach to the existing sign with brackets, or other best mounting method for the existing sign condition and type.



**1 Elevations ID.4**  
scale: 3/8"=1'-0"

- 1** .080 Aluminum panel, with applied reflective vinyl graphics - Double-sided
- 2** L-brackets and tamper-resistant hardware secure panel to existing sign posts

**NOTES:**

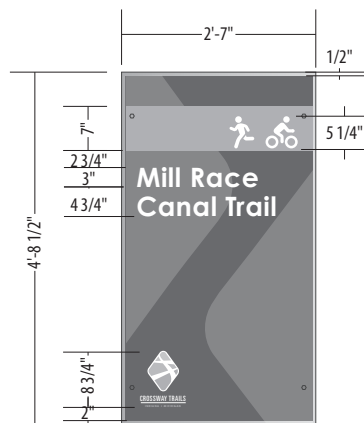
Panel width will vary, depending on existing sign dimensions. Mounting spec is for post and panel sign mount only. Other mounting method may be needed depending on existing sign type.

Logo is centered in panel.

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1 Color Schedule - ID.5  
3/8"=1'



2 Typical Layout Guidelines - ID.5  
3/8"=1'

## ID.5

### New BASE Trail ID

The ID.5 Sign type is a Trail Identification Sign placed at significant entry points to the trail network that include major parks or trailhead areas with parking. It highlights a specific trail name or logo, with vinyl identifying the trail as part of Crossway Trails.

The wood posts that form the base of this sign can be switched out to another material, such as aluminum posts, if that better matches the area where the sign is being located.

Layouts are shown below for the graphic panel of this sign.

This is a double-sided sign. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

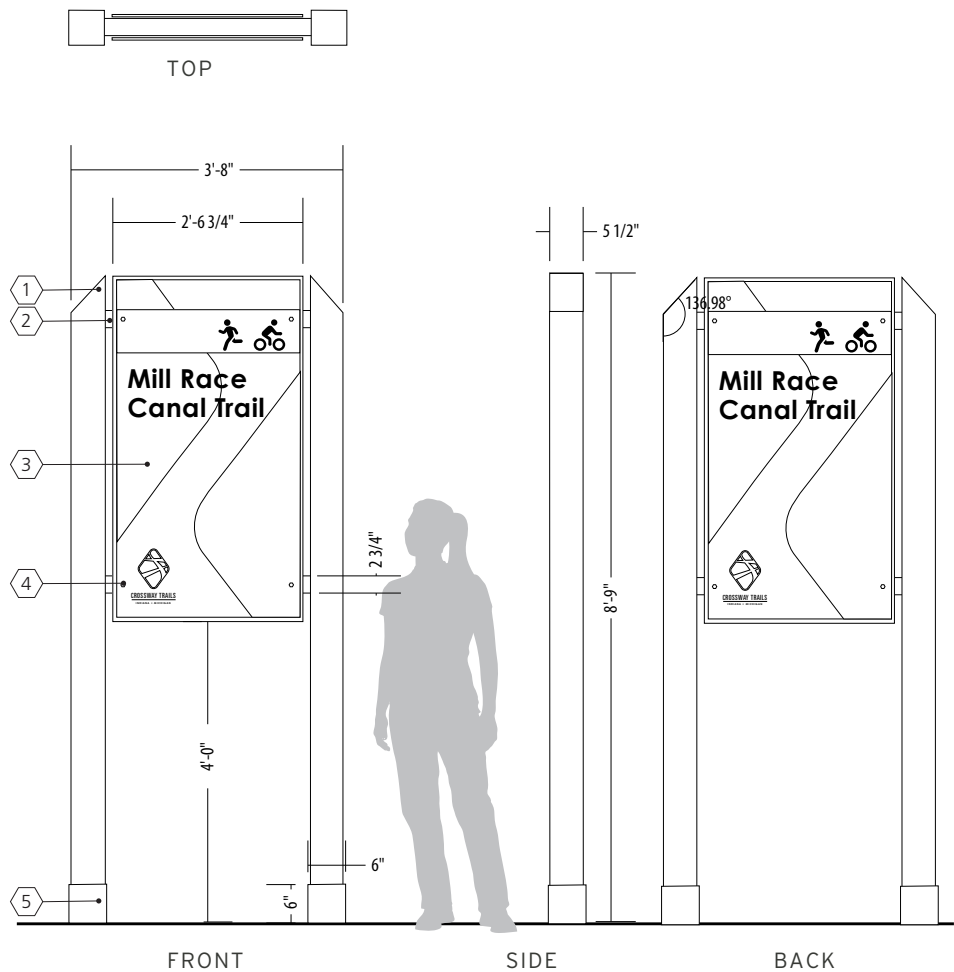
Refer to the following page for an elevation drawing of this sign type.

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**ID.5**  
**New BASE Trail ID**  
**Base material can change**

The ID.5 Sign type is a Trail Identification Sign placed at significant entry points to the trail network that include major parks or trailhead areas with parking. It highlights a specific trail name or logo, with vinyl identifying the trail as part of Crossway Trails.

The wood posts that form the base of this sign can be switched out to another material, such as aluminum posts, if that better matches the area where the sign is being located.

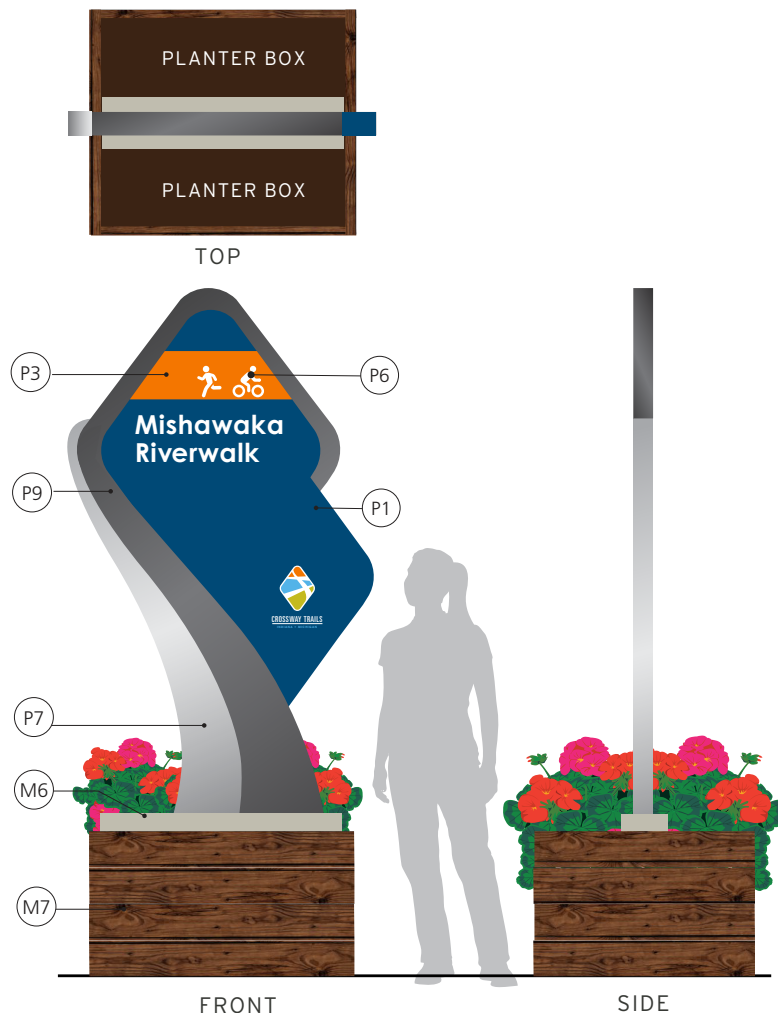


**1 Elevations TRAIL\_ID.5**  
scale: 3/8"=1'-0"

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- 1 6" square wood post (5'-5") top cut at angle shown.
- 2 3" square wood post (2'-5") support arm
- 3 0.08" or greater aluminum sign panel with applied vinyl graphics
- 4 Tamper-resistant hardware bolts through face of panel to post
- 5 Aluminum base cover

**NOTES:**  
Locate sign at least 3ft off path or 3ft off road  
  
Post material can change to match the location of the sign surroundings.



1 Color Schedule - ID.6  
3/8"=1'



2 Typical Layout Guidelines - ID.6  
3/8"=1'

## ID.6

### New ENHANCED Trail ID

The ID.6 Sign type is a Trail Identification Sign placed at significant entry points to the trail network that include major parks or trailhead areas with parking. It highlights a specific trail name or logo with vinyl identifying the trail as part of Crossway Trails.

This sign is an Enhanced Trailhead, and requires more space and custom fabrication. It also has a planter box incorporated into the design to beautify the trailhead.

The wood boards that form the base of this sign can be switched out to another material, such as aluminum, if that better matches the area where the sign is being located.

Layouts are shown below for the graphic panel of this sign.

This is a double-sided sign. The back of the sign is a mirror of the front.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

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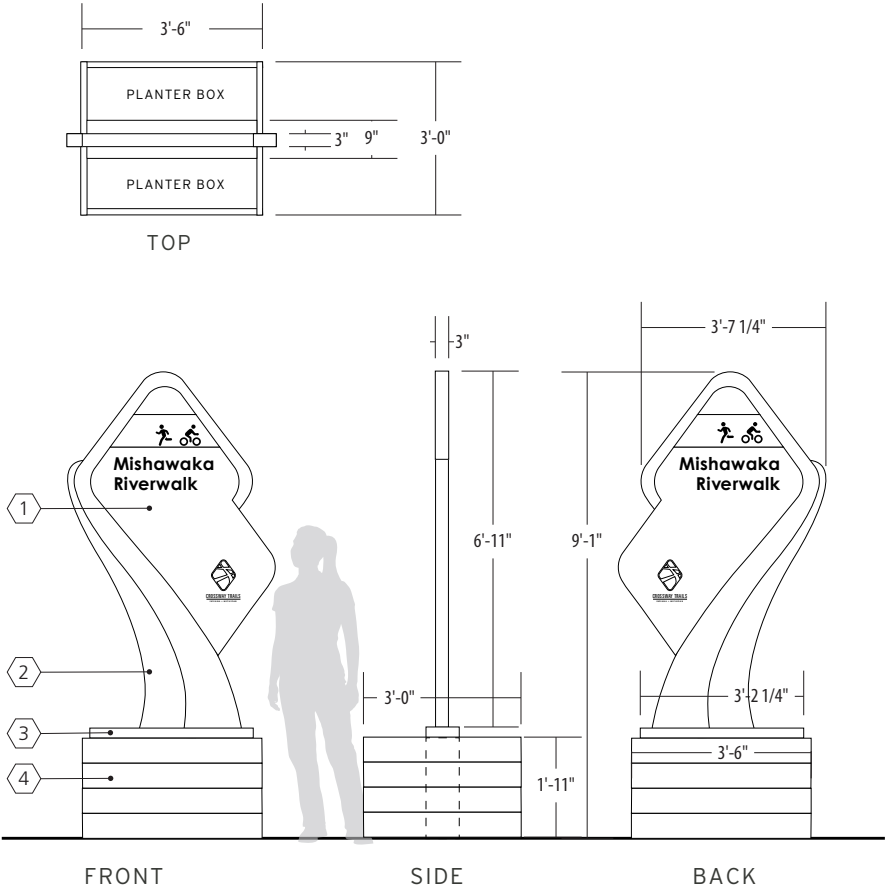
ID.6  
New ENHANCED Trail ID

The ID.6 Sign type is a Trail Identification Sign placed at significant entry points to the trail network that include major parks or trailhead areas with parking. It highlights a specific trail name or logo with vinyl identifying the trail as part of Crossway Trails.

This sign is an Enhanced Trailhead, and requires more space and custom fabrication. It also has a planter box incorporated into the design to beautify the trailhead.

The wood boards that form the base of this sign can be switched out to another material, such as aluminum, if that better matches the area where the sign is being located.

This is a double-sided sign. The back of the sign is a mirror of the front.

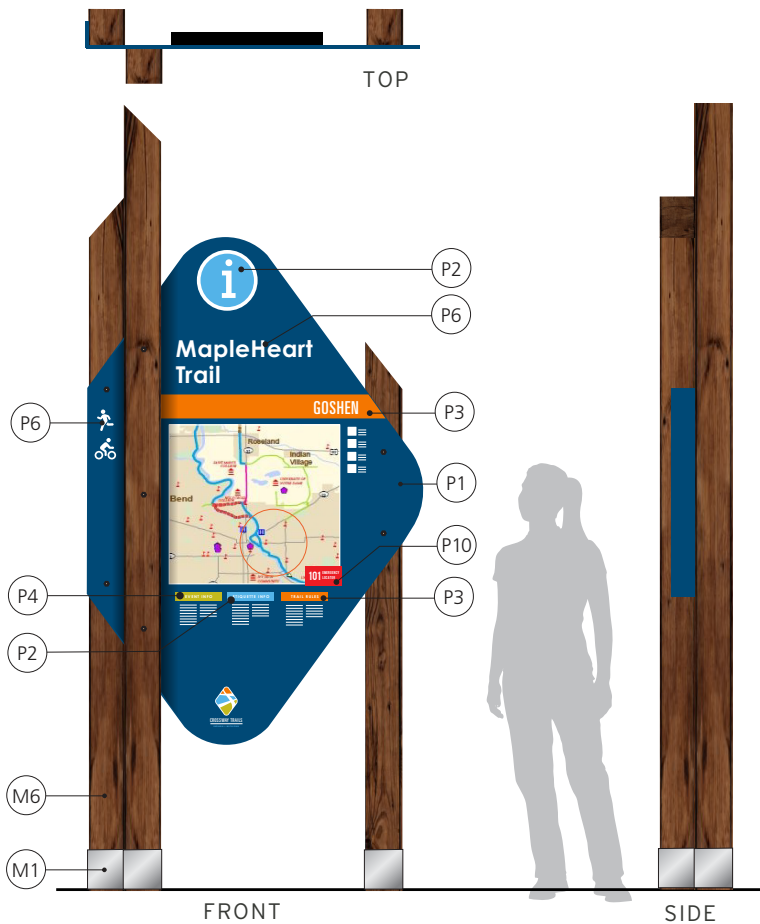


1 Elevations TRAIL\_ID.6  
scale: 1/4"=1'-0"

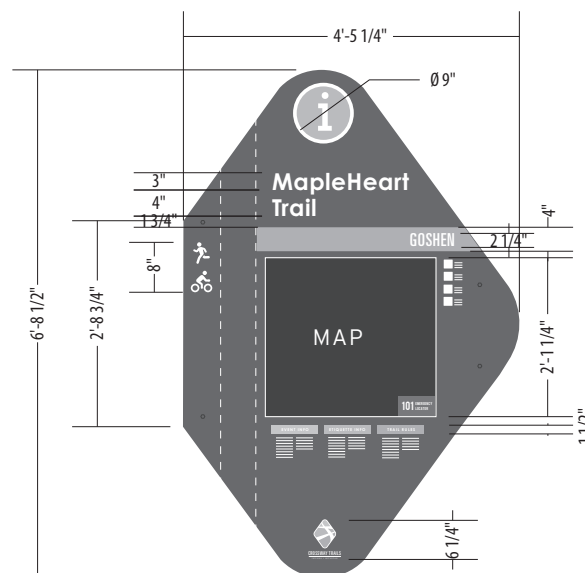
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- 1 Applied reflective vinyl graphics
- 2 Sign cabinet with internal frame anchored to J-bolt footer
- 3 Concrete footer (divides base planter box in two)
- 4 Wood board planter box base

**NOTES:**  
Locate sign at least 6ft off path or road



1 Color Schedule - KIOSK.1  
3/8"=1'



2 Typical Layout Guidelines - KIOSK.1  
3/8"=1'

## KIOSK.1

### Enhanced Trailhead Kiosk

The KIOSK.1 Sign type is an informational sign for all path users and may be located at Entry points to the Crossway Trail System, or in parks where the trails cross through. The municipality where the sign is located will be responsible for text on the graphic panels.

This sign is an Enhanced Trail Kiosk, and requires more space and custom fabrication.

This sign is located at least 3ft from the path and is intended for pedestrians, rather than cyclists in motion.

Layouts are shown below for the graphic panels on this sign.

This is a single-sided sign. The space on the back of the sign can incorporate a tack board or locking case for changing information.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

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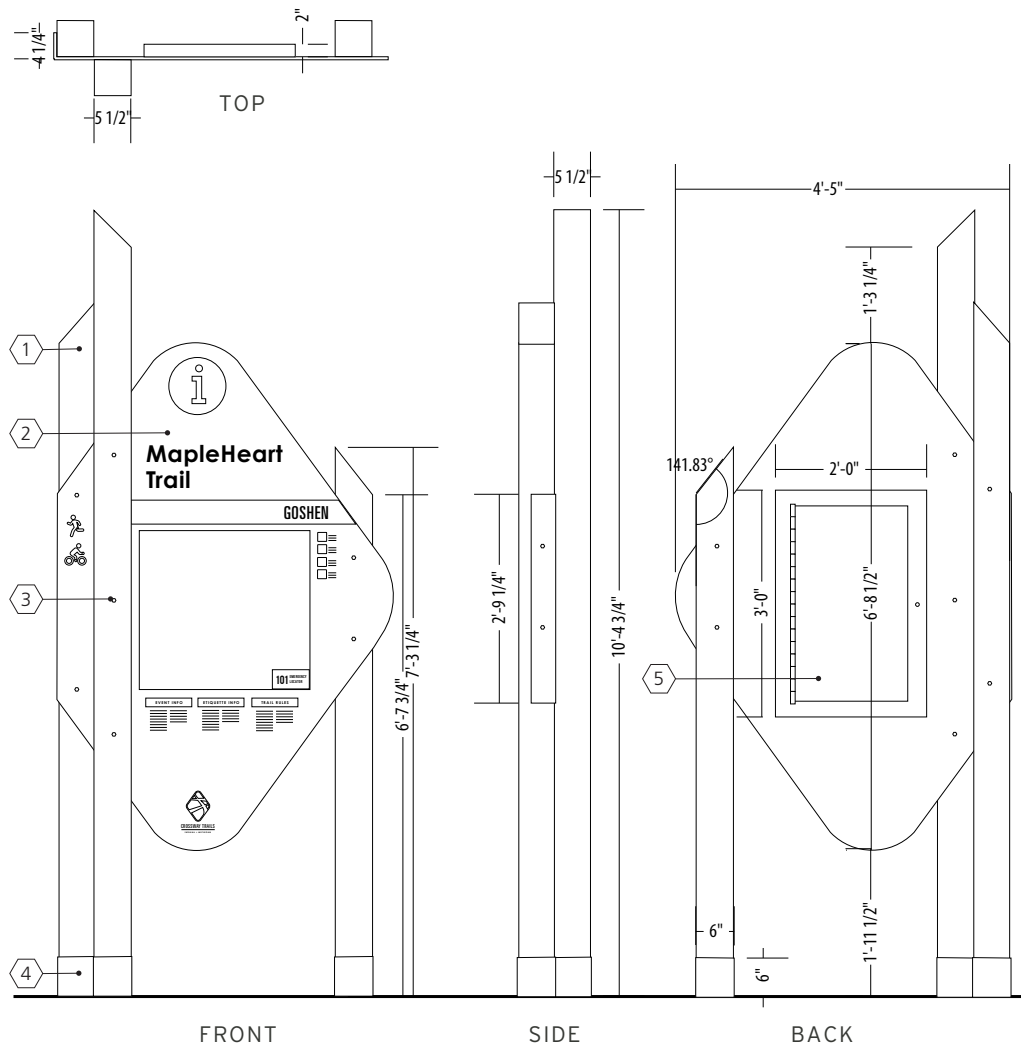
KIOSK.1  
ENHANCED Trailhead Kiosk

The KIOSK.1 Sign type is an informational sign for all path users and may be located at Entry points to the Crossway Trail System, or in parks where the trails cross through. The municipality where the sign is located will be responsible for text on the graphic panels.

The wood posts can switch out to a different material, such as aluminum, if that better matches the area where the sign is being located.

This sign is an Enhanced Trail Kiosk, and requires more space and custom fabrication.

This sign is located at least 3ft from the path and is intended for pedestrians, rather than cyclists in motion.



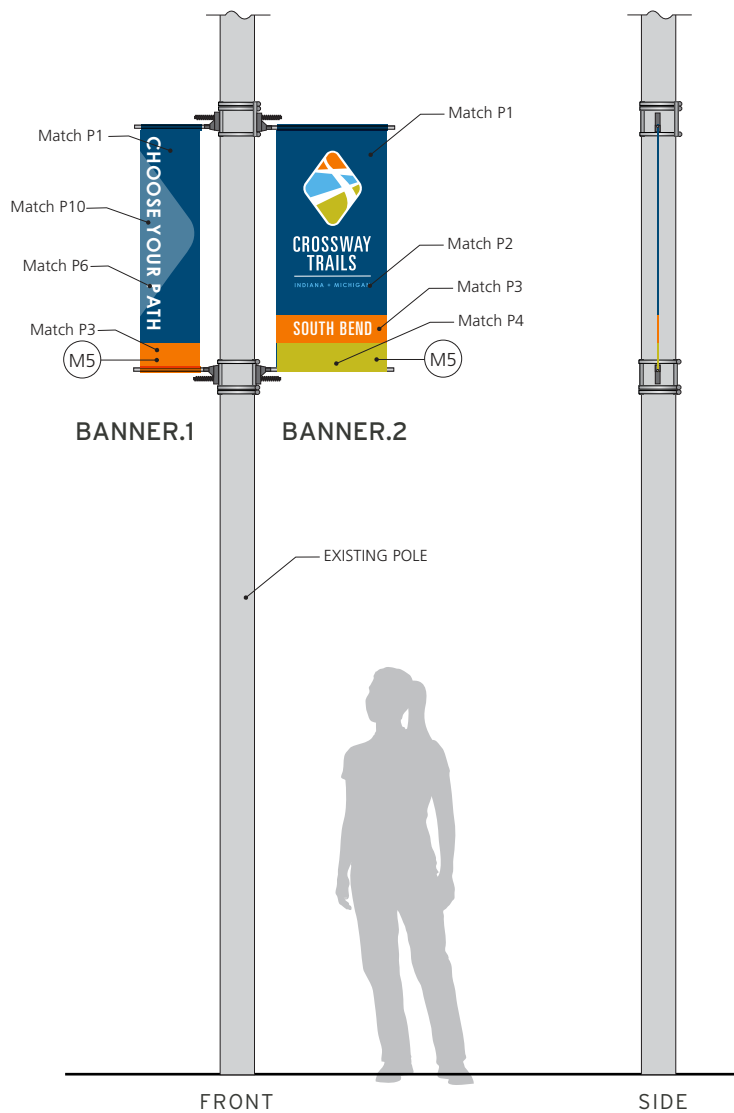
1 Elevations KIOSK.1  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 6" square wood post (5'-5") top cut at angle shown.
- 2 .25" or greater aluminum sign panel with applied vinyl graphics
- 3 Tamper-resistant hardware bolts through face of panel to post
- 4 Aluminum base cover
- 5 Locking display case, may require support arm between wood posts.

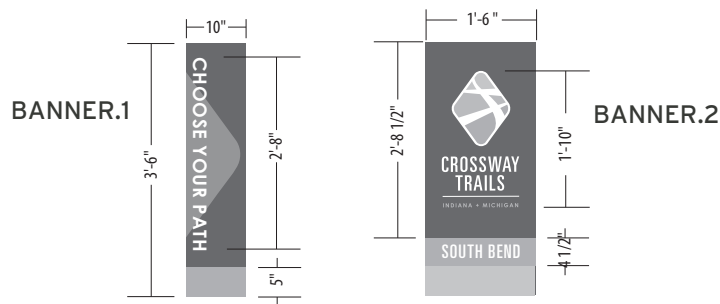
**NOTES:**  
Locate sign at least 3ft off path  
  
Post material can change to match the location of the sign surroundings.  
  
Locking Sign case on back of kiosk is optional may require a support arm between wood posts for mounting.





### 1 Color Schedule - BANNER.1 & 2

3/8"=1'



### 2 Typical Layout Guidelines - BANNER.1&2

3/8"=1'

## BANNER.1 BANNER.2 Vinyl Banner Set

The BANNER.1 & BANNER.2 Sign types are sign types to be used in a variety of trail wayfinding scenarios, but their main goal is to brand the trail and create awareness of the Crossway Trails System. These Banners can be attached to existing with banner brackets.

BANNER.1 displays the brand tagline.

BANNER.2 has showcases the Crossway Trails logo. The municipality where the banner is located goes at the bottom of the banner.

Layouts are shown below for these sign types.

The Banners are double-sided vinyl. One pole-side corner has a grommited hole for anchoring the banner to the pole or bracket.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

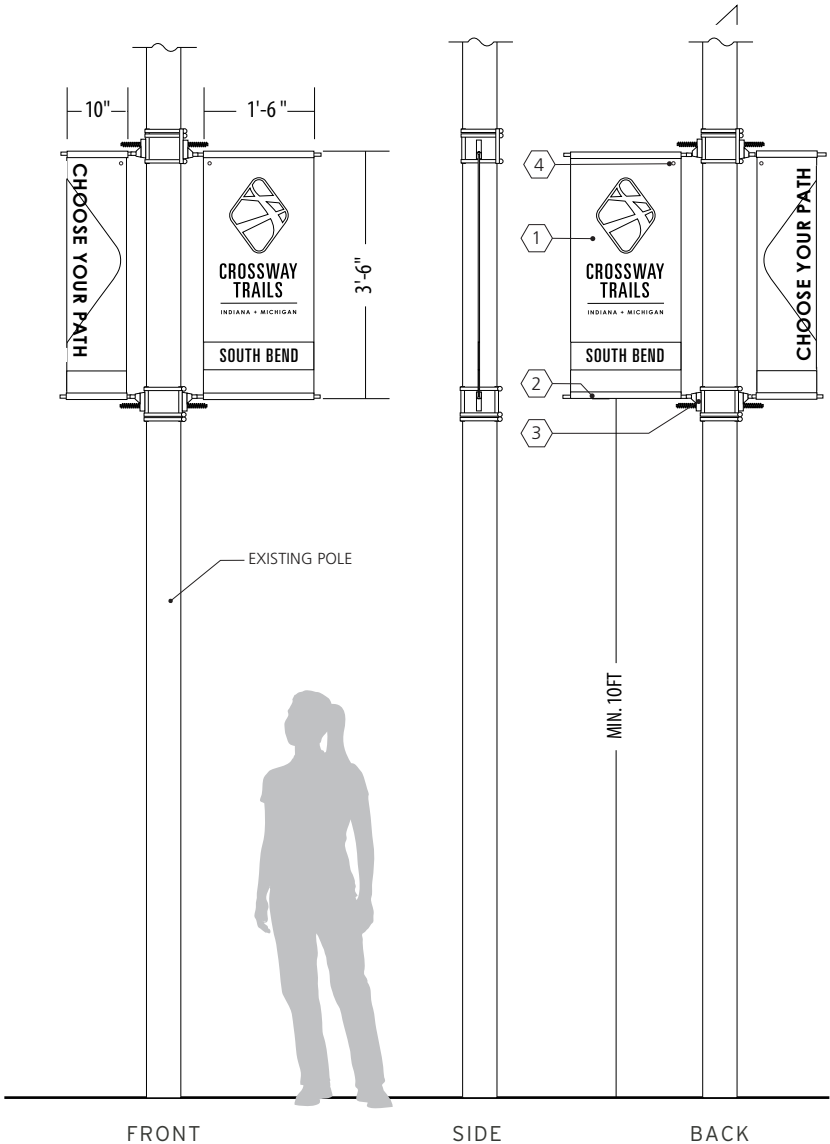
BANNER.1  
BANNER.2  
Vinyl Banner Set

The BANNER.1 & BANNER.2 Sign types are sign types to be used in a variety of trail wayfinding scenarios, but their main goal is to brand the trail and create awareness of the Crossway Trails System. These Banners can be attached to existing with banner brackets.

BANNER.1 displays the brand tagline.

BANNER.2 has showcases the Crossway Trails logo. The municipality where the banner is located goes at the bottom of the banner.

The Banners are double-sided vinyl. One pole-side corner has a grommited hole for anchoring the banner to the pole or bracket.



1 Elevations BANNER.1  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 Double-sided Vinyl banners with printed graphic.
- 2 Double-stitched pockets for bracket pole.
- 3 Metro BannerFlex Bracket with Round 19" Arm (2 brackets needed per banner)
- 4 Grommetting hole in upper pole side of banner to tether banner to pole.

**NOTES:**  
Municipality name switches out to reflect location of banners.  
  
Bottom of banners should be a minimum of 10ft from the ground.  
  
Banner size can be scaled down to fit on smaller existing poles. All artwork is vector.  
  
Wind Slits cut into banners

## KIOSK.2

### Trail Kiosk

The KIOSK.2 Sign type is an informational sign for all path users and may be located at Entry points to the Crossway Trail System, or in parks where the trails cross through. The municipality where the sign is located will be responsible for text on the graphic panels.

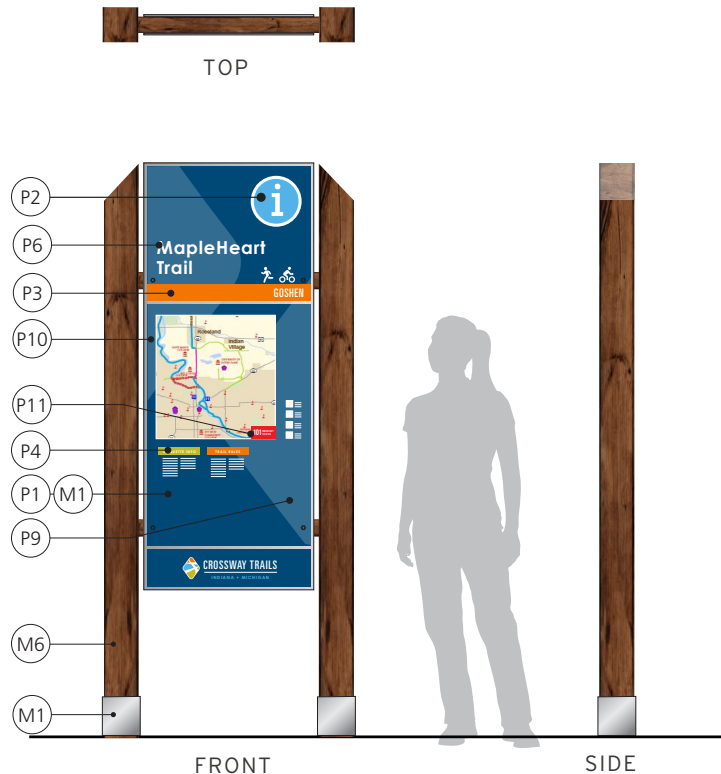
This sign is located at least 3ft from the path and is intended for pedestrians, rather than cyclists in motion.

Layouts are shown below for the graphic panels on this sign.

This is a double-sided sign. The rectangular panel is the same on the back.

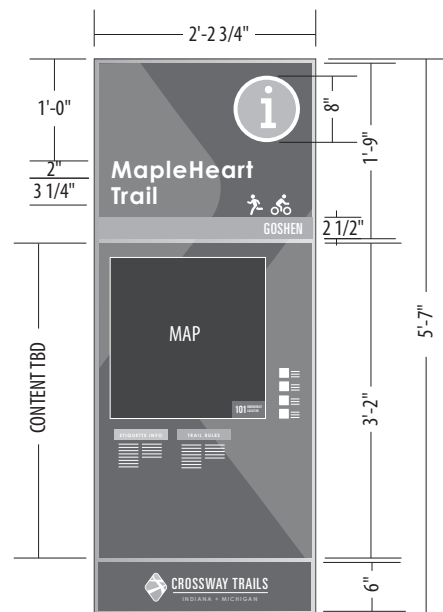
Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



### 1 Color Schedule - KIOSK.2

3/8"=1'



### 2 Typical Layout Guidelines - KIOSK.2

1/2"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

KIOSK.2  
Trail Kiosk - Small

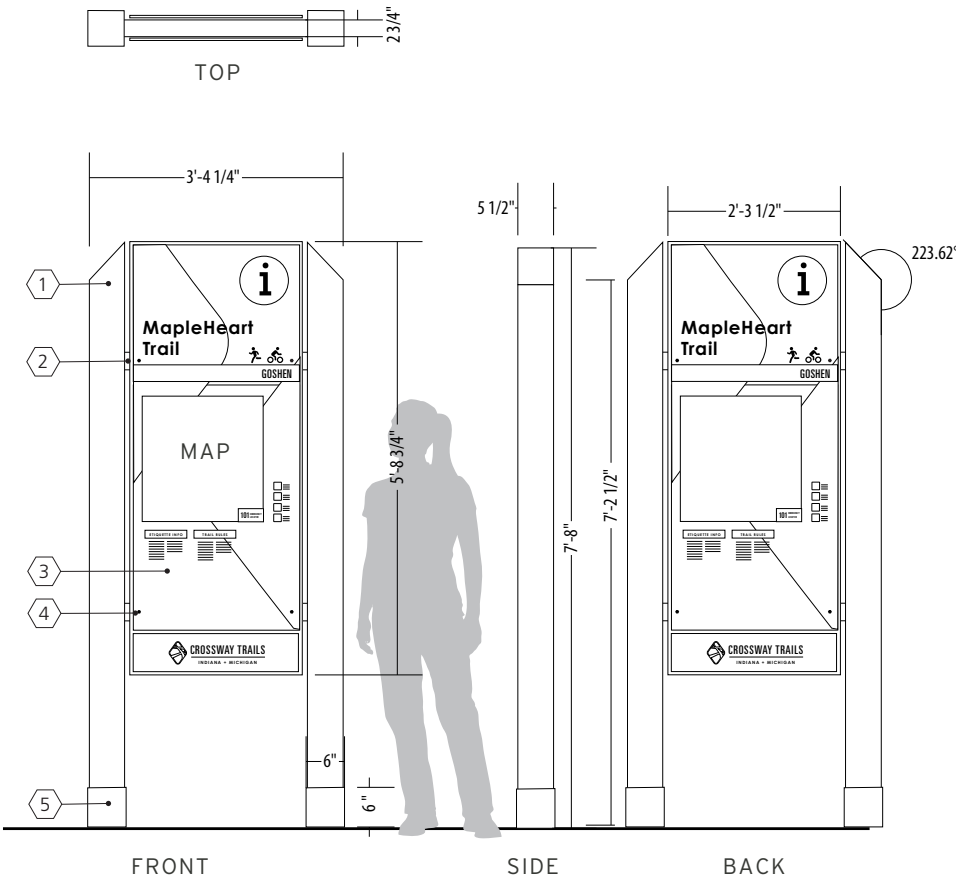
The KIOSK.2 Sign type is an informational sign for all path users and may be located at Entry points to the Crossway Trail System, or in parks where the trails cross through. The municipality where the sign is located will be responsible for text on the graphic panels.

The wood posts can switch out to a different material, such as aluminum, if that better matches the area where the sign is being located.

This sign is located at least 3ft from the path and is intended for pedestrians, rather than cyclists in motion.

Layouts are shown below for the graphic panels on this sign.

This a double-sided sign. The rectangular panel is the same on the back.

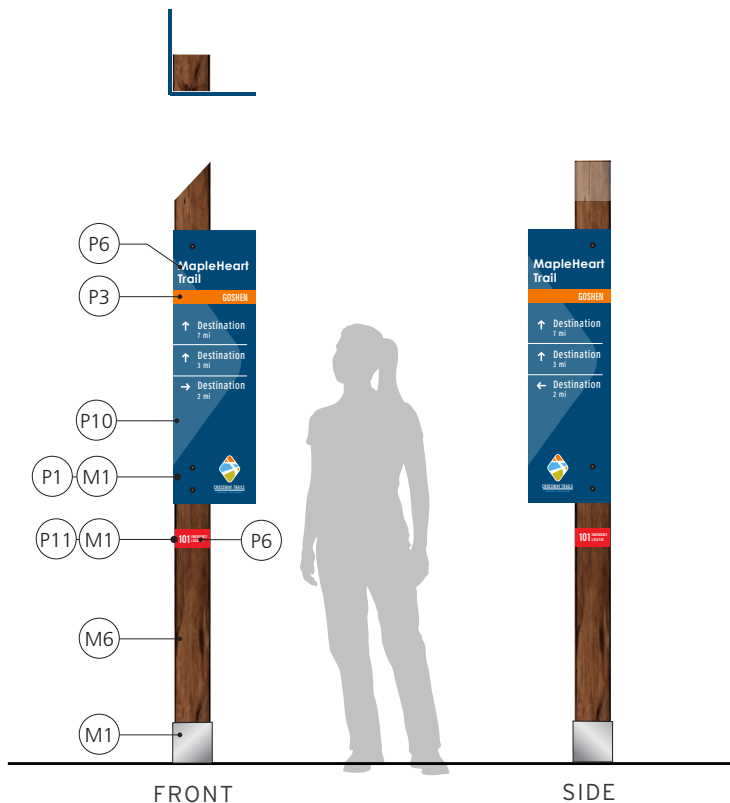


1 Elevations KIOSK.2  
scale: 3/8"=1'-0"

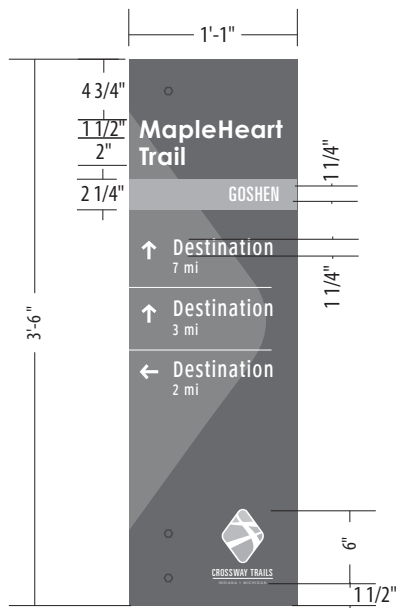
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 6" square wood post (5'-5") top cut at angle shown.
- 2 3" square wood post (2'-5") support arm
- 3 0.08" or greater aluminum sign panel with applied vinyl graphics
- 4 Tamper-resistant hardware bolts through face of panel to post
- 5 Aluminum base cover

**NOTES:**  
Locate sign at least 3ft off path  
  
Post material can change to match the location of the sign surroundings.



1 Color Schedule - T\_DIR.1  
3/8"=1'



2 Typical Layout Guidelines - T\_DIR.1  
3/4"=1'

## T\_DIR.1 Trail Directional

The T\_DIR.1 Sign type is an informational sign for all pedestrian trail users and may be located at decision points along Crossway Trails, or in parks where trails cross through. The municipality where the sign is located will be responsible for the destinations directed to on these signs.

The sign is .080 aluminum. The graphics are printed directly to the 2 panels. The panel is secured with tamper resistant hardware.

This sign is located at least 3 ft from the trail and is intended for pedestrians, rather than cyclists in motion.

A Layout is shown below for the graphic panel on this sign.

This sign is visible from 2 directions. The back of the sign panel is unpainted aluminum with a protective clear coat applied. This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

T\_DIR.1  
Trail Directional

The T\_DIR.1 Sign type is an informational sign for all pedestrian trail users and may be located at decision points along Crossway Trails, or in parks where trails cross through. The municipality where the sign is located will be responsible for the destinations directed to on these signs.

The sign is .080 aluminum. The graphics are printed directly to the 2 panels. The panel is secured with tamper resistant hardware. The wood posts can switch out to a different material, such as aluminum, if that better matches the area where the sign is being located.

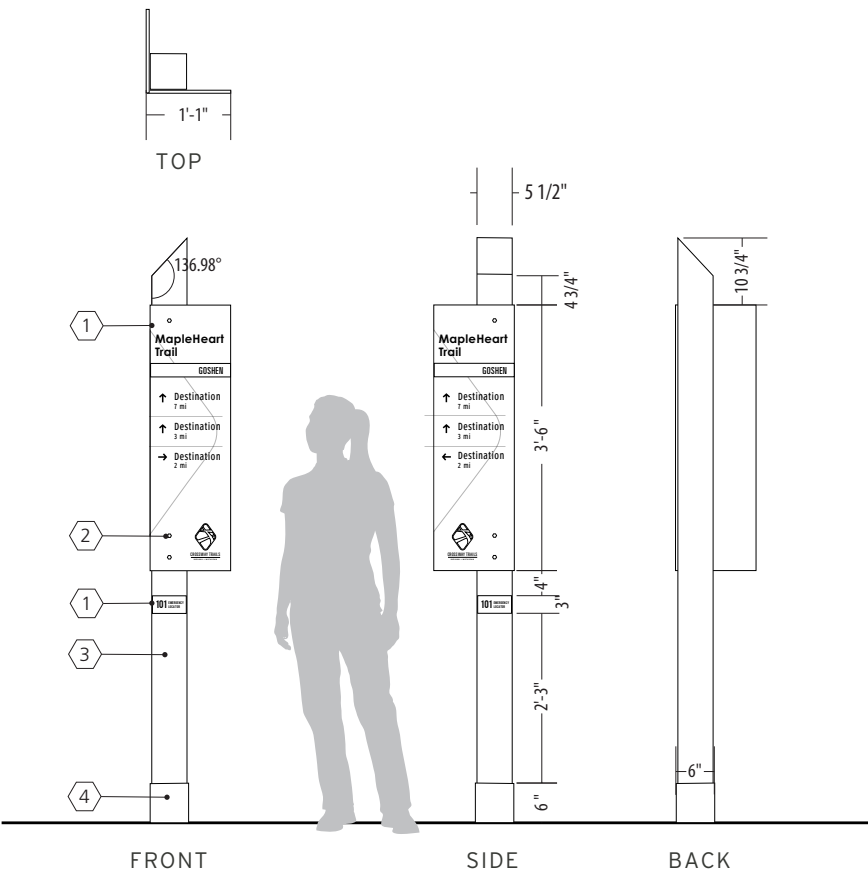
This sign is located at least 3 ft from the trail and is intended for pedestrians, rather than cyclists in motion.

A Layout is shown below for the graphic panel on this sign.

This sign is visible from 2 directions. The back of the sign panel is unpainted aluminum with a protective clear coat applied. This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

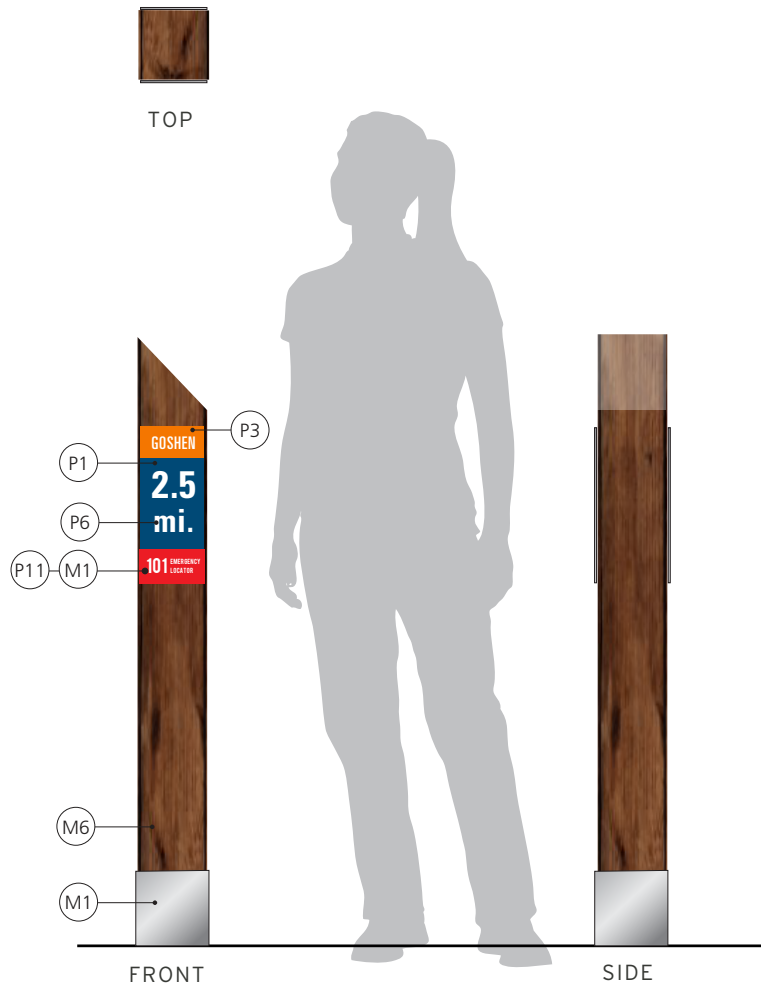


1 Elevations T\_DIR.1  
scale: 3/8"=1'-0"

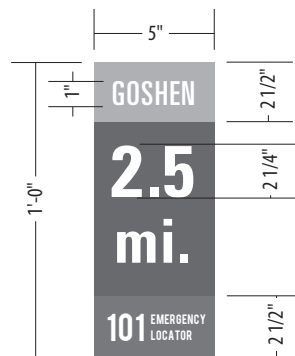
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 0.08" or greater aluminum sign panel with applied vinyl graphics
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 6" square wood post (5'-5") top cut at angle shown.
- 4 Aluminum base cover

**NOTES:**  
Locate sign at least 3ft off path



① Color Schedule - MILE.1  
3/4"=1'



② Typical Layout Guidelines - MILE.1  
1 1/2"=1'

## MILE.1 Mile Marker

The MILE.1 Sign type is an informational sign for all pedestrian path users and may be located at 1/4-mile increments along the Trail

The plaques are .080 aluminum. The graphics are printed directly to the panel. Signs are mechanically fastened to base element. The base material may be wood as shown, or can switch to another material. (ex aluminum or steel post)

A Layout is shown below for the graphic panels on this sign.

This is a double-sided sign, with a panel on each side of the post. This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

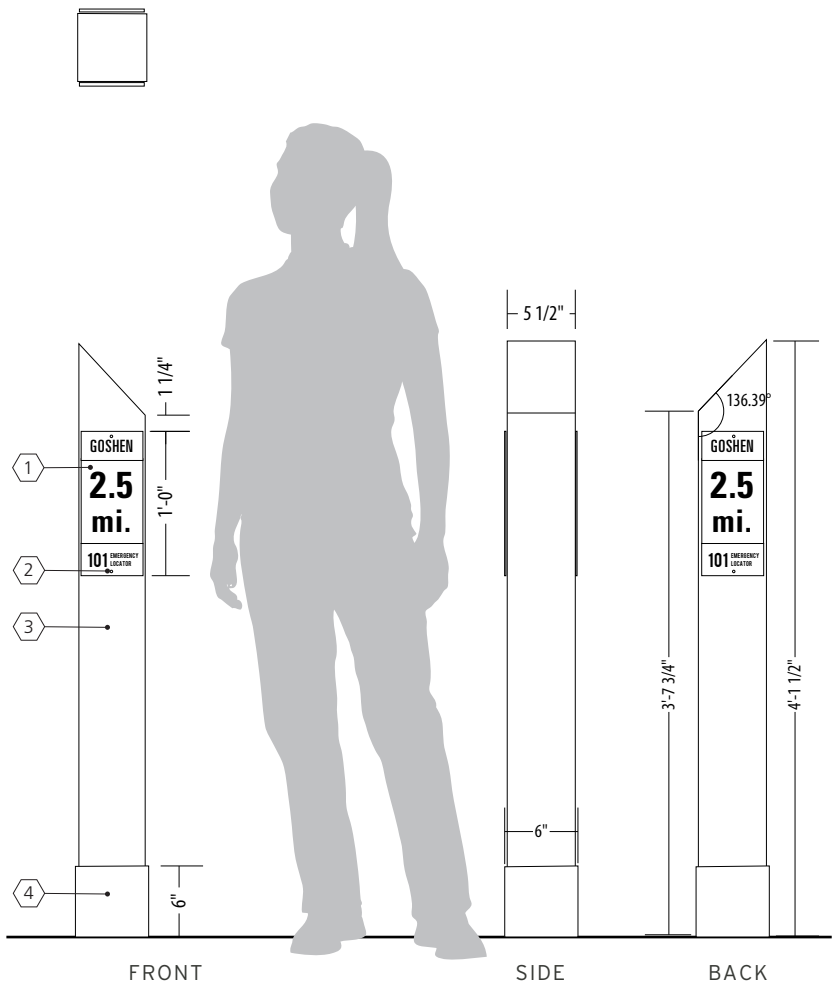
Refer to the following page for an elevation drawing of this sign type.

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

MILE.1  
Mile Marker

The MILE.1 Sign type is an informational sign for all pedestrian path users and may be located at 1/4-mile increments along the Crossway Trails.

The wood posts can switch out to a different material, such as aluminum, if that better matches the area where the sign is being located.



1 Elevations MILE.1  
scale: 3/4"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 0.08" or greater painted aluminum sign panel mechanically fastened to post
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 6" square wood post (5'-5") top cut at angle shown.
- 4 Aluminum base cover

**NOTES:**  
Sign is double-sided.  
  
Mileage may not be same on each side of sign. MACOG to determine best method of marking miles along trails.  
  
Name of municipality changes as you travel the along the trails  
  
Post material may switch to different material.



**INTERP.3****Interpretive/Information**

The INTERP.3 Sign type is an interpretive sign for all trail users and provides an opportunity to tell a story along the trail or at a trailhead.

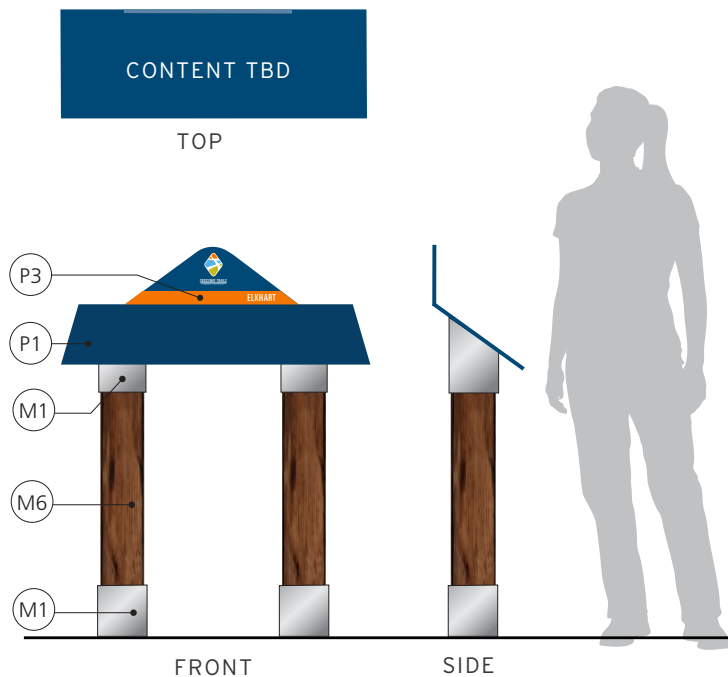
Content for these panels will be the responsibility of the Municipality and MACOG.

A Layout size is shown below for the graphic panel on this sign.

This sign is not reflective.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type, and possible content ideas.

**1 Color Schedule - INTERP.3**

1/2"=1'

**2 Typical Layout Guidelines - INTERP.3**

1/2"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

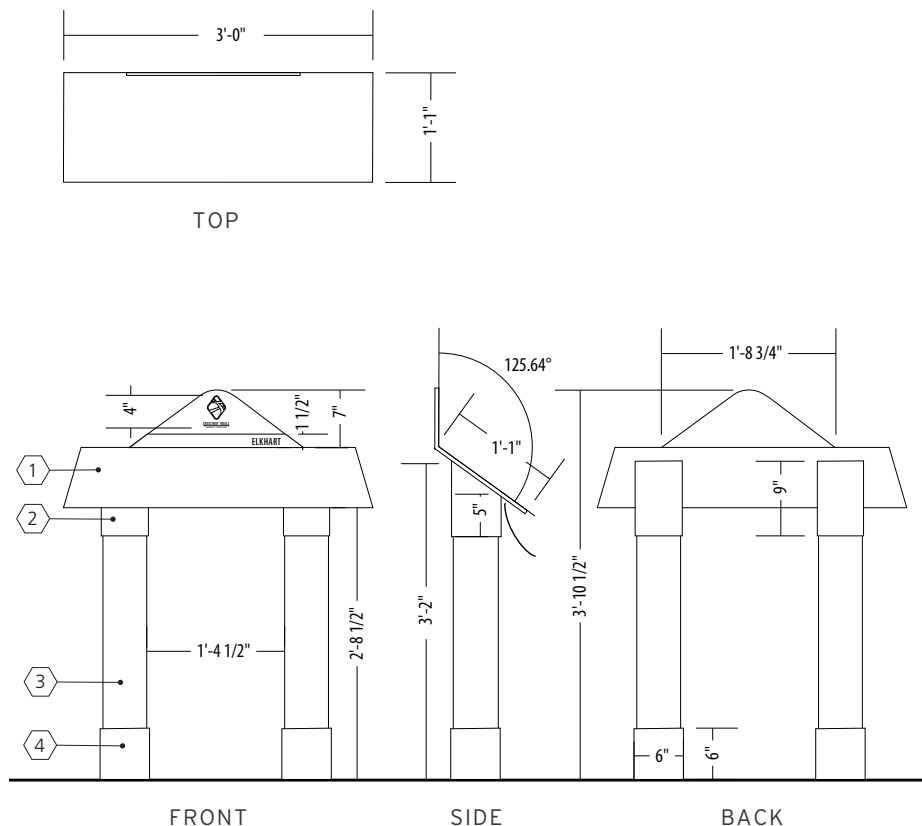
**INTERP.3****Interpretive/Information**

The INTERP.3 Sign type is an interpretive sign for all trail users and provides an opportunity to tell a story along the trail or at a trailhead. The wood posts can switch out to a different material, such as aluminum, if that better matches the area where the sign is being located.

Content for these panels will be the responsibility of the Municipality and MACOG.

A Layout size is shown below for the graphic panel on this sign.

This sign is not reflective.



### 1 Elevations INTERP.3

scale: 1/2"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 0.08" or greater aluminum sign panel with applied vinyl graphics
- 2 Panel mechanically attaches to base posts
- 3 6" square wood post (5'-5") top cut at angle shown.
- 4 Aluminum base cover

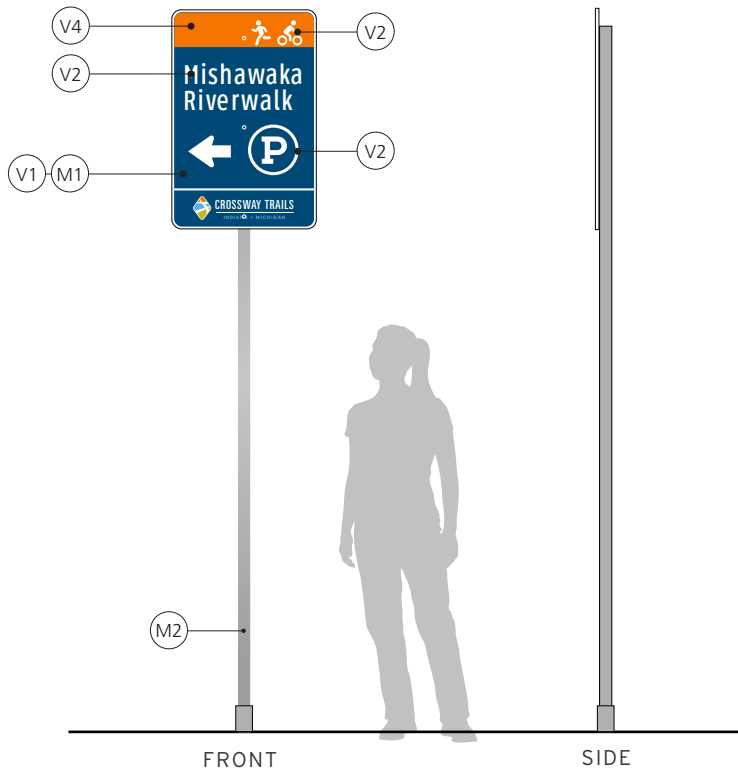
**NOTES:**

Locate sign at least 3ft off path

**Possible content:**

- History of Trails
- Nature Content
- Special Events nearby
- MACOG News
- Municipality Story/History

Content to be developed by Municipality and MACOG



① Color Schedule - PARK.1  
3/8"=1'



② Typical Layout Guidelines - PARK.1  
3/4"=1'

## PARK.1 Parking Directional

The PARK.1 Sign type is a Trail-head Parking directional Sign placed 100ft prior to entry points for trailhead parking areas.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors. The sign face is reflective vinyl.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

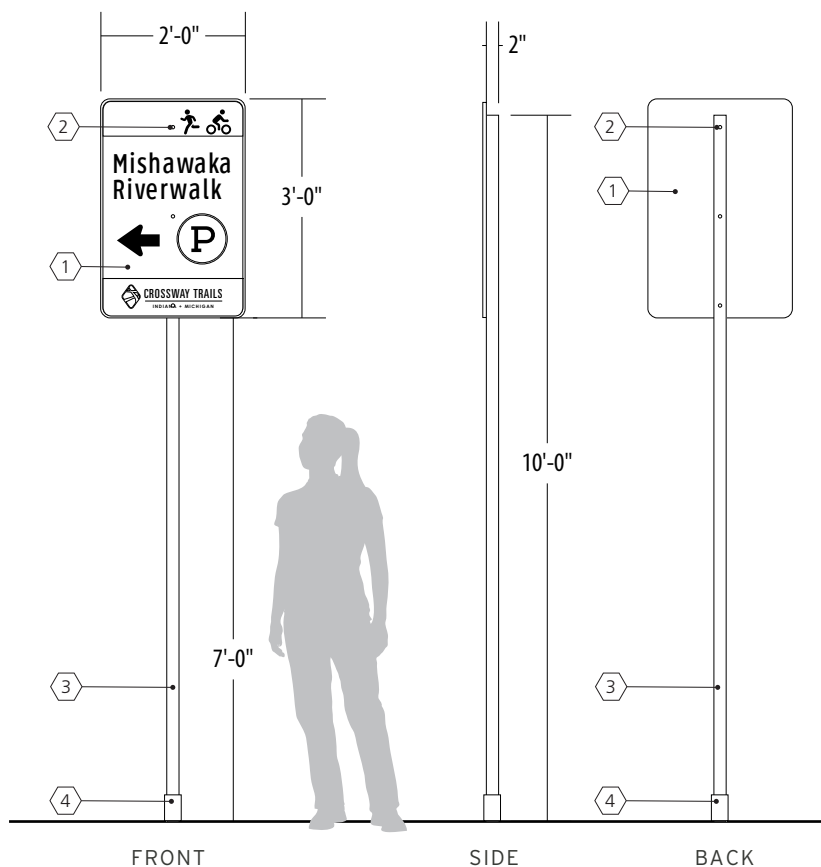
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**PARK.1****Parking Directional**

The PARK.1 Sign type is a Trailhead Parking Directional Sign placed 100ft prior to entry points for trailhead parking areas.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors.

The sign face is reflective vinyl.

**Elevations PARK.1**

1

scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

1

.080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics

2

Tamper-resistant hardware bolts through face of panel to post

3

Standard MUTCD-approved 2x2 square aluminum sign post

4

Standard MUTCD-approved 2x2 square anchor base

**NOTES:**

Edge of sign panel must be located a minimum of 2ft away from the edge of the road.

**BIKE.1****Confirmation Sign**

The BIKE.1 Sign type is a sign to be used on a road segment of Crossway Trails.

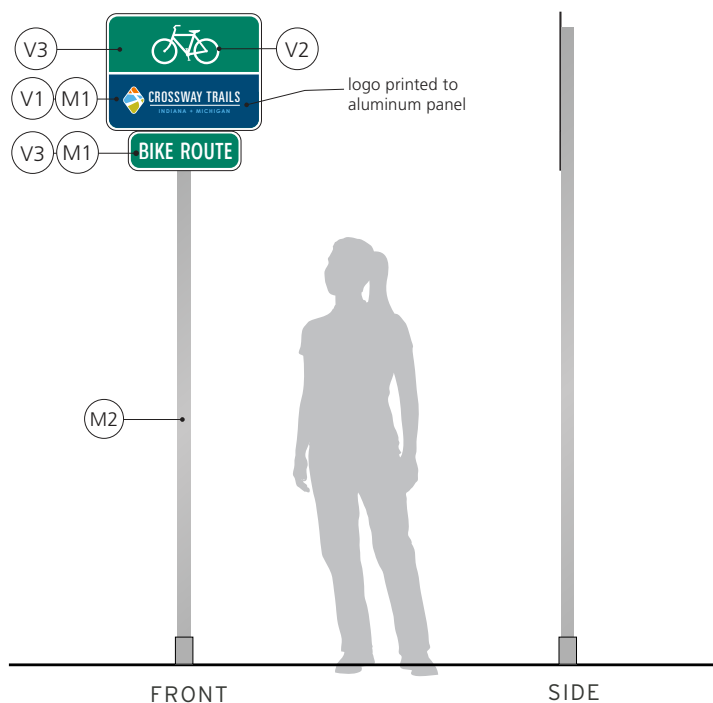
The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The top panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts. The sign face is reflective vinyl.

Layouts are shown below for the graphic panels of this sign.

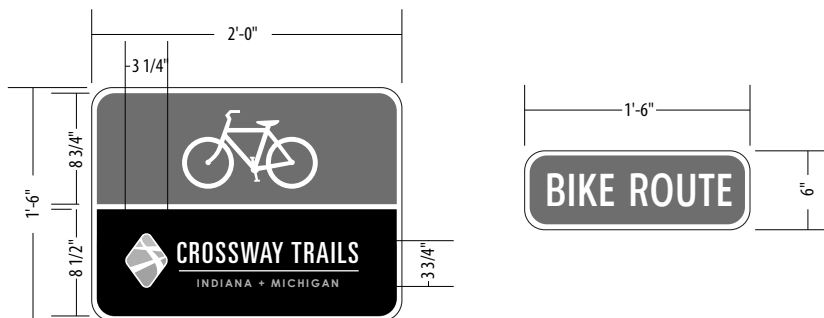
This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



**1 Color Schedule - BIKE.1**  
3/8"=1'



**2 Typical Layout Guidelines - BIKE.1**  
3/4"=1'

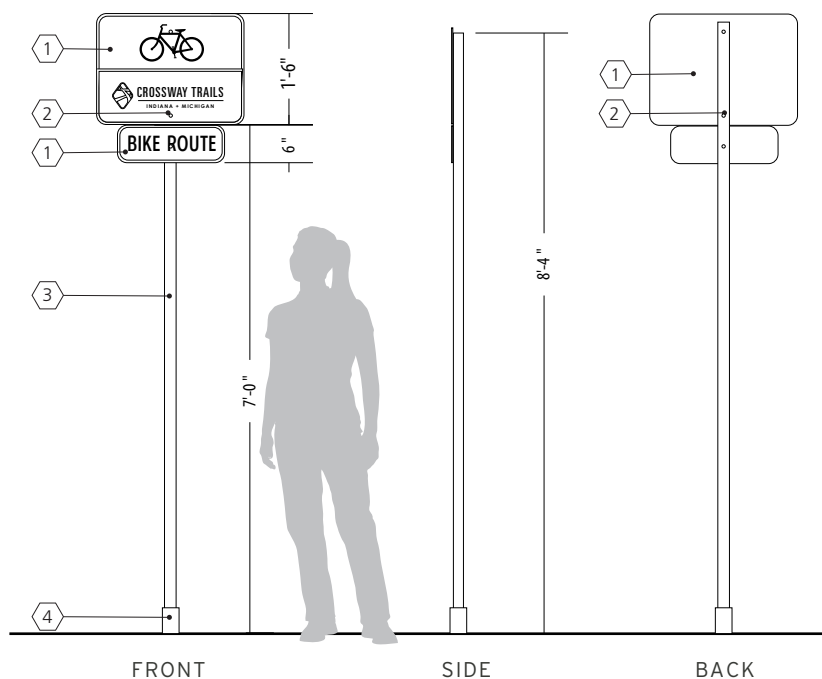
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

**BIKE.1****Confirmation Sign**

The BIKE.1 Sign type is a Bike sign to provide confirmation that the road the rider is on is part of the Crossway Trails system.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors.

The sign face is reflective vinyl.



### 1 Elevations BIKE.1

scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 .080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 Standard MUTCD-approved 2x2 square aluminum sign post
- 4 Standard MUTCD-approved 2x2 square anchor base

**NOTES:**

Edge of sign panel must be located a minimum of 2ft away from the edge of the road.

**BIKE.2****Turn Sign**

The BIKE.2 Sign type is a sign to be used on a road segment of Crossway Trails. The sign alerts riders to a change in trail direction.

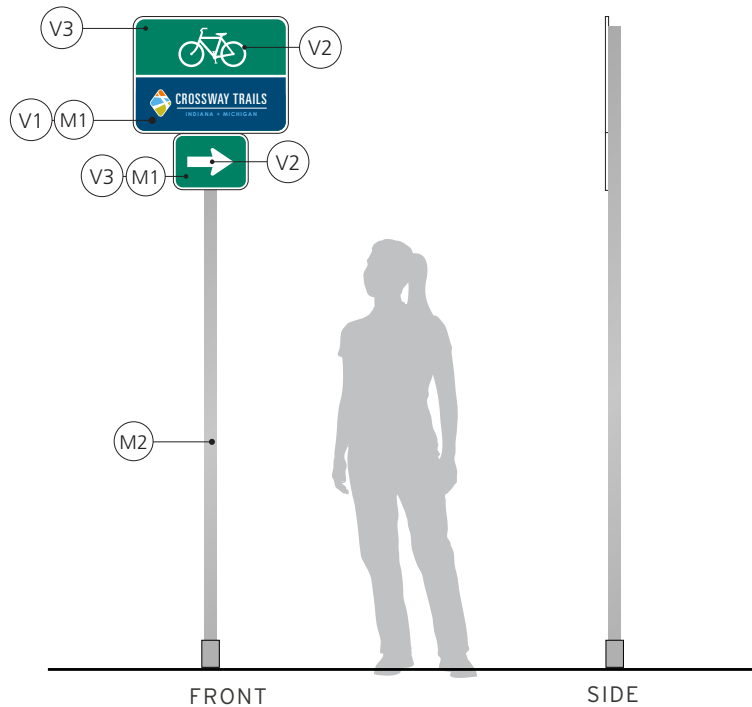
The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The top panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts. The sign face is reflective vinyl.

Layouts are shown below for the graphic panels of this sign.

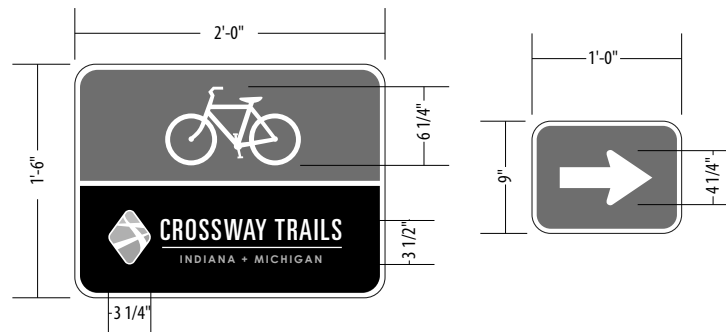
This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



1 Color Schedule - BIKE.2  
3/8"=1'



2 Typical Layout Guidelines - BIKE.2  
3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

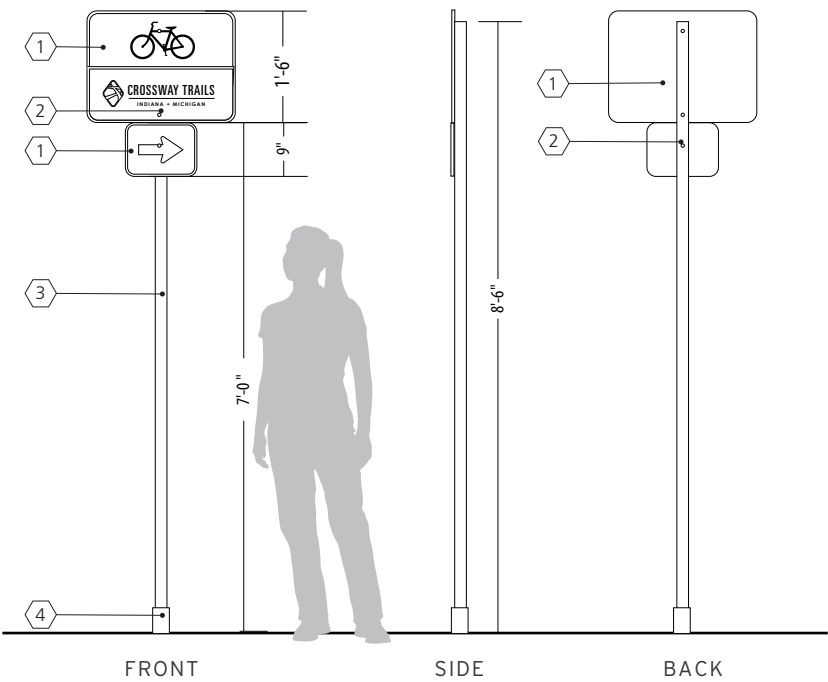
BIKE.2

Turn Sign

The BIKE.2 Sign type is a sign to be used on a road segment of Crossway Trails. The sign alerts riders to a change in trail direction.

The intent of this sign is to follow general MUTCD guidelines for vehicular signage, using MUTCD approved typefaces, arrows, icons and standard background colors.

The sign face is reflective vinyl.



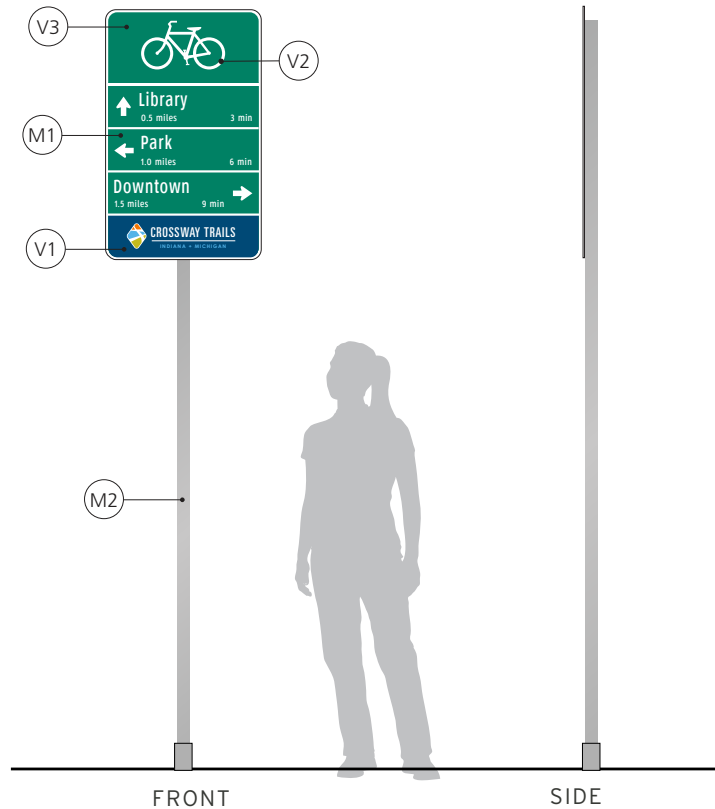
1 Elevations BIKE.2  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 .080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 Standard MUTCD-approved 2x2 square aluminum sign post
- 4 Standard MUTCD-approved 2x2 square anchor base

**NOTES:**  
Edge of sign panel must be located a minimum of 2ft away from the edge of the road.





① Color Schedule - BIKE.3  
3/8"=1'



② Typical Layout Guidelines - BIKE.3  
3/8"=1'

### BIKE.3 Directional Sign

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts.

The sign face is reflective vinyl.

The Crossway Trails ID is incorporated as a footer panel in the layout

NOTE: Any destination more than one word or longer than 12 letters will need to use a 30" wide or longer panel to ensure legibility.

Layouts are shown below for the graphic panel of this sign.

This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.

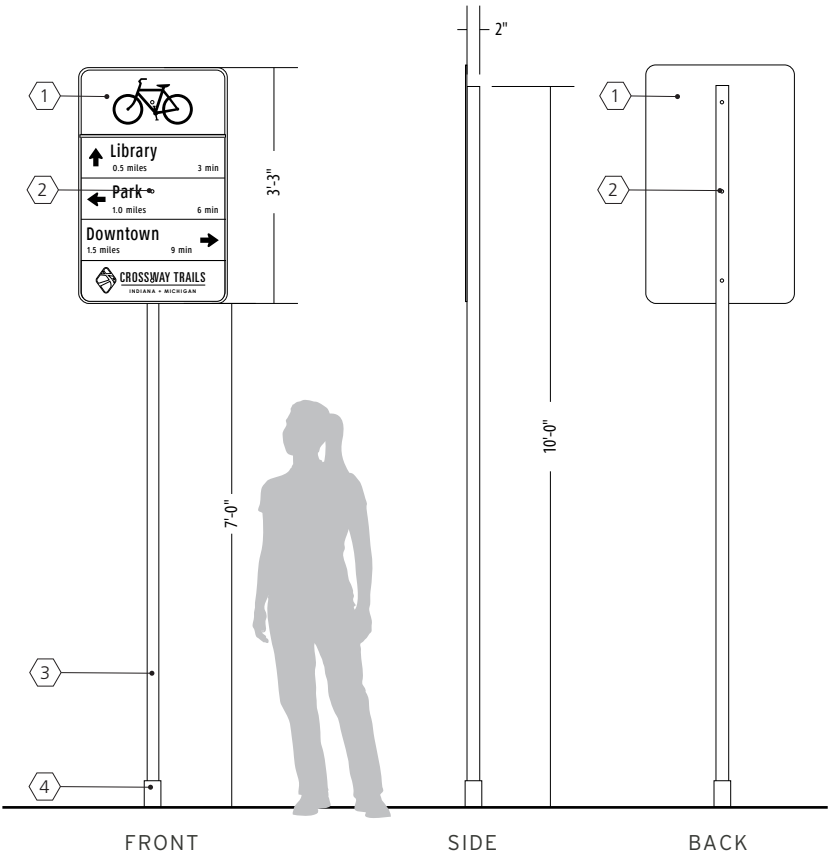
These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

BIKE.3  
Directional Sign

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts.

The sign face is reflective vinyl.

NOTE: Any destination more than one word or longer than 12 letters will need to use a 30" wide or longer panel to ensure legibility.



1 Elevations BIKE.3  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

- 1 .080 Aluminum panel, standard rounded corners with applied reflective vinyl graphics
- 2 Tamper-resistant hardware bolts through face of panel to post
- 3 Standard MUTCD-approved 2x2 square aluminum sign post
- 4 Standard MUTCD-approved 2x2 square anchor base

**NOTES:**  
Edge of sign panel must be located a minimum of 2ft away from the edge of the road.

**BIKE.4****Existing Directional Sign  
with ID Panel**

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts.

The sign face is reflective vinyl.

The Crossway Trails ID panel is added to existing Bike Sign systems that have their own identity. (ex. South Bend Bikeway)

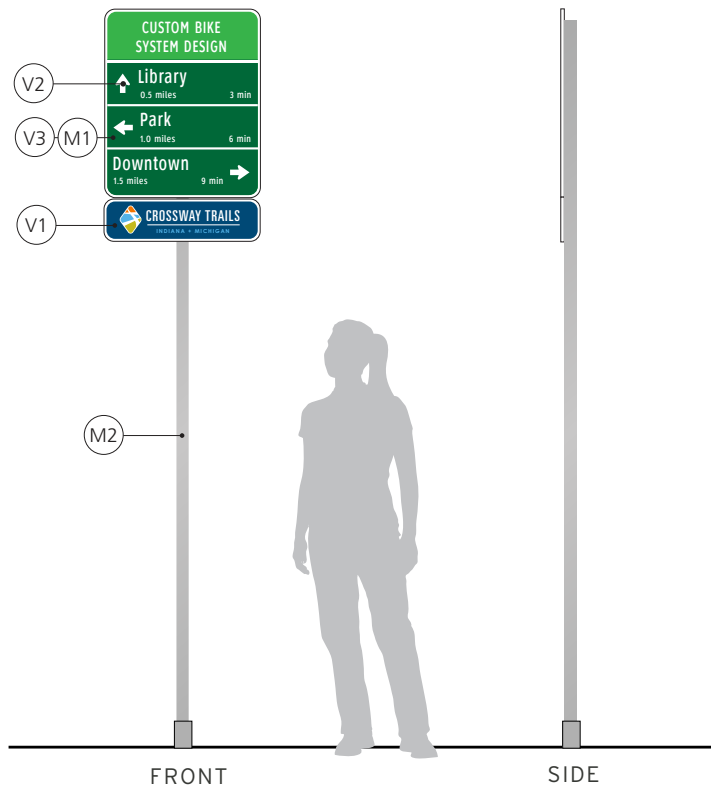
NOTE: Any destination more than one word or longer than 12 letters will need to use a 30" wide or longer panel to ensure legibility.

Layouts are shown below for the graphic panel of this sign.

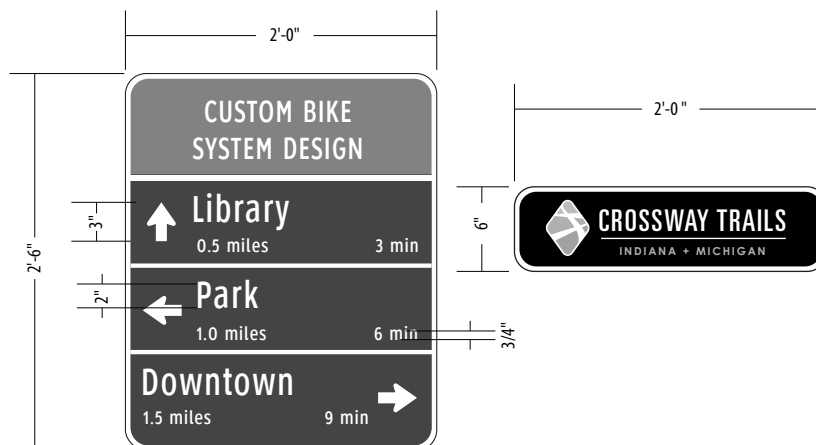
This is a single-sided sign. The back of the sign panel is unpainted aluminum with a protective clear coat applied.

Refer to page 2.4 for the paint and material callouts on this drawing.

Refer to the following page for an elevation drawing of this sign type.



**1 Color Schedule - BIKE.4**  
3/8"=1'



**2 Typical Layout Guidelines - BIKE.4**  
3/4"=1'

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

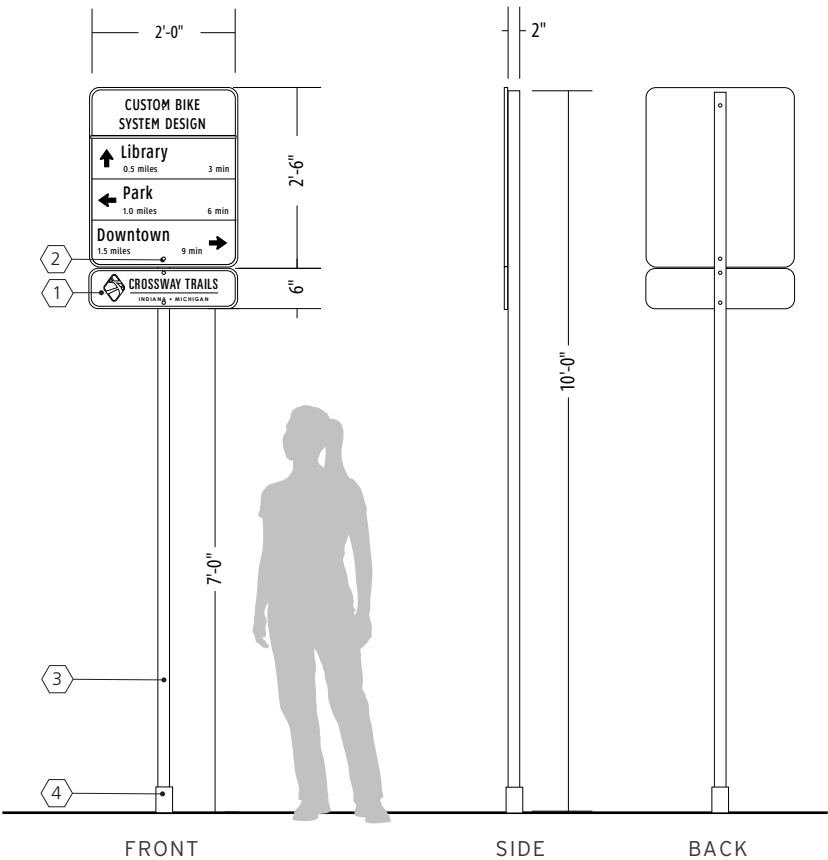
BIKE.4  
Existing Directional Sign  
with ID Panel

The intent of this sign is to follow general MUTCD guidelines for vehicular signage. The panel uses MUTCD approved typefaces, arrows, icons and standard background colors. Distance and time are shown in the layouts.

The sign face is reflective vinyl.

The Crossway Trails ID panel is added to existing Bike Sign systems that have their own identity. (ex. South Bend Bikeway)

NOTE: Any destination more than one word or longer than 12 letters will need to use a 30" wide or longer panel to ensure legibility.

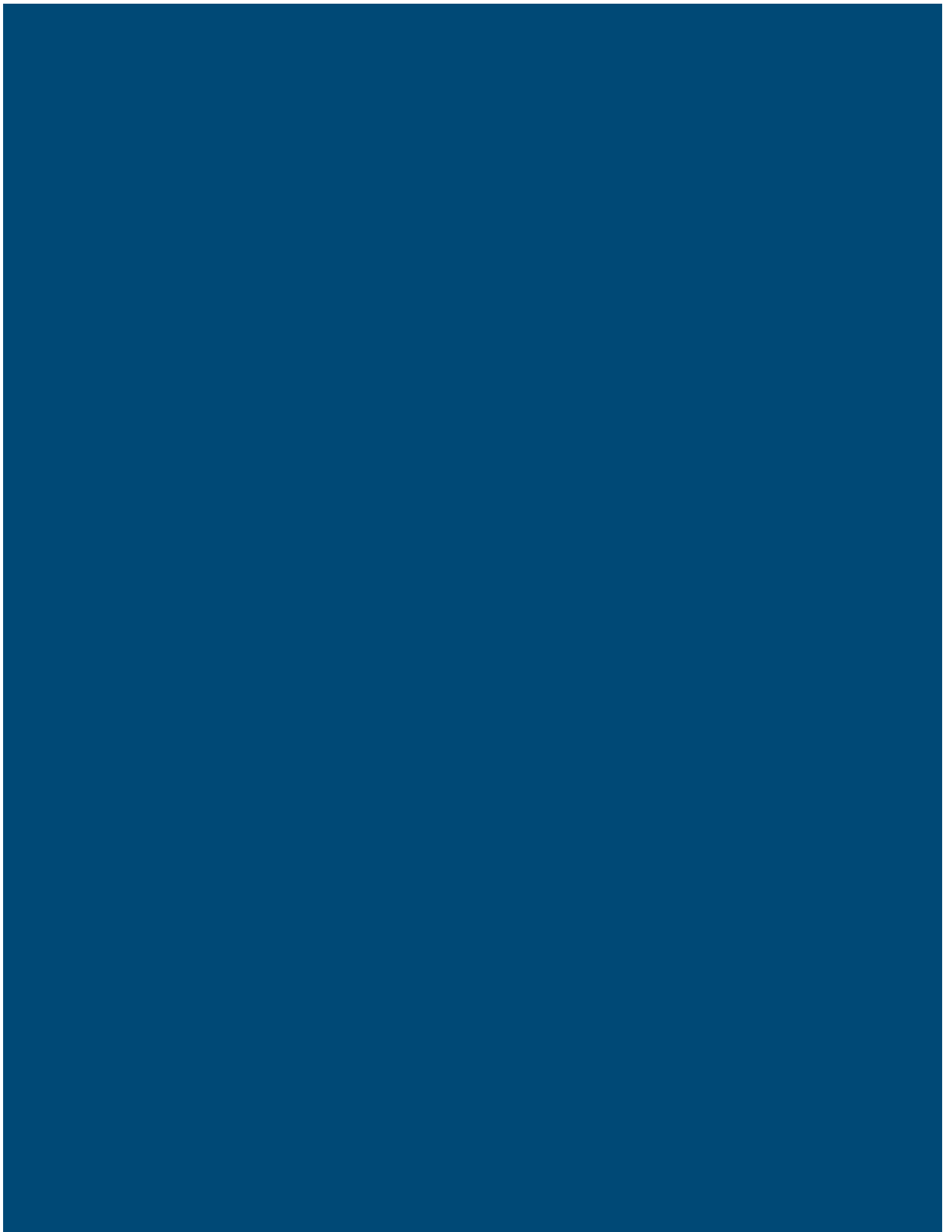


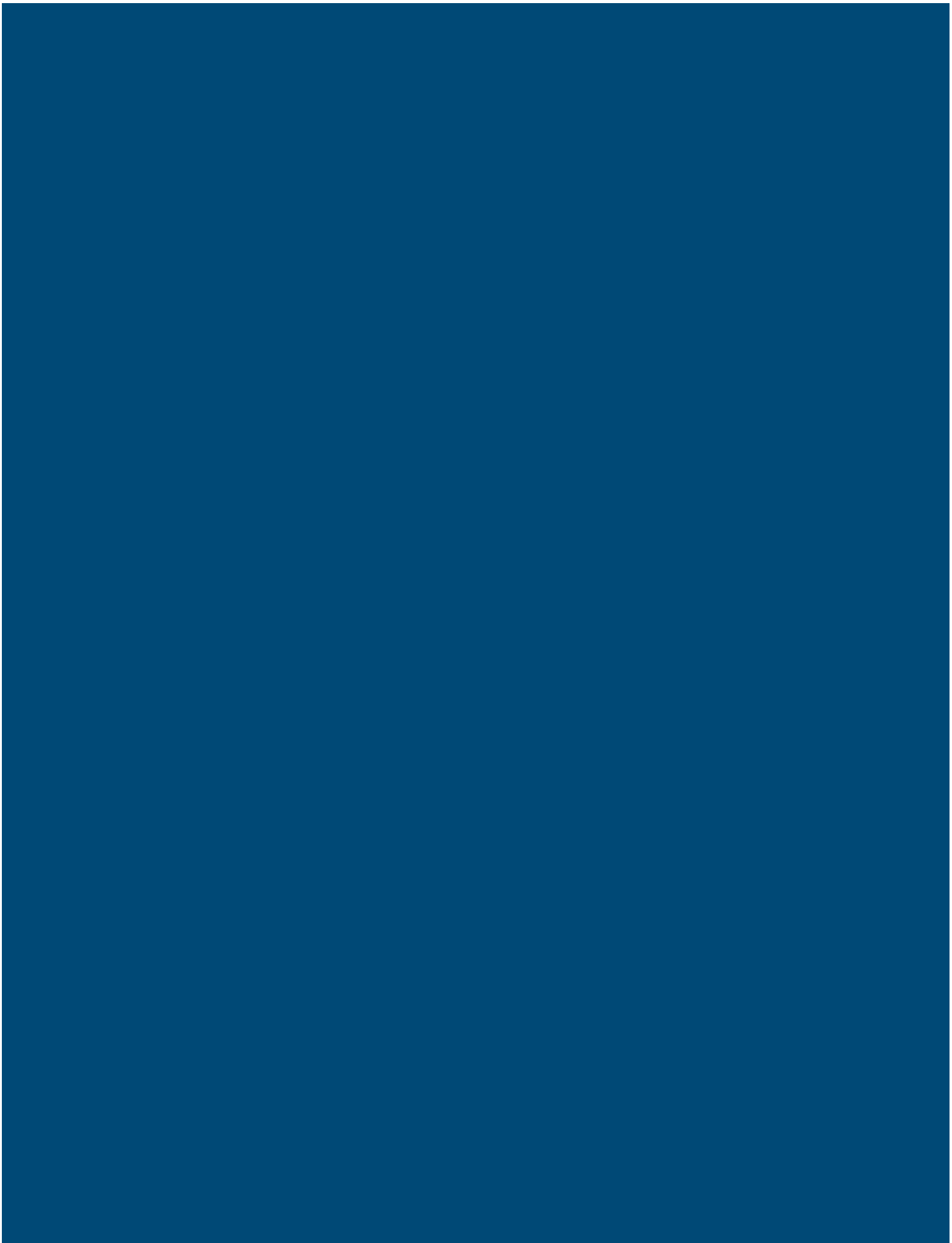
1 Elevations BIKE.4  
scale: 3/8"=1'-0"

These drawings are meant for DESIGN INTENT ONLY and are not for construction. Contractor shall verify and be responsible for all dimensions and conditions of the job. Contractor shall be familiar with the site and conditions it presents. MACOG or the Municipality requesting shop drawings must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to MACOG or the Municipality for approval prior to proceeding with fabrication. All text shall be proofread by client and legal requirements checked by legal department.

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- 4 Standard MUTCD-approved 2x2 square anchor base

**NOTES:**  
Edge of sign panel must be located a minimum of 2ft away from the edge of the road.





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# section 3

## Wayfinding Guidelines

- 3.2 Destination Selection
- 3.7 Function and Placement of Wayfinding Elements
- 3.10 Placement Strategies

### Destination Selection and Prioritization

Following the first principle, “connectivity,” these guidelines describe an approach for selecting and prioritizing the potential destinations to which trail users may want to travel. Pedestrian signs allow for four slots of information or destinations per panel. Bicycle signs only allow for three slots of information or destinations per sign. Thus, a consistent approach to selecting destinations to be included on wayfinding elements is necessary, given the multitude of potential destinations possible. Signs should follow the same approach throughout the region so that the system is clear and predictable. Destinations and their names should be referred to consistently until they are reached.

Potential destinations for inclusion on signs are generally categorized within a range of four levels. Level 1 destinations should receive first priority on wayfinding signs on regional trails, followed by Level 2 and then Level 3. Level 4 destinations should only be included when other destinations are not present to fill available slots on a sign. For the purpose of the Crossway Trails Wayfinding Guidelines, these levels have been broadly organized as follows:

**Level 1 – Counties, Cities, Communities**

**Level 2 – Districts, Neighborhoods, State Parks**

**Level 3 – Landmarks**

**Level 4 – Local Destinations**

Community and local trails typically serve shorter trips within their immediate community. Signs on such facilities may prioritize Level 2 through Level 4 destinations, recognizing that longer, regional trips are more likely to occur via longer trail corridors such as the Visionary - The IN+MI River Valley Trail.

The table at right categorizes destinations within the Crossway Trails area.

#### LEVEL 1 - Cities and Communities

Level 1 destinations include counties, cities, major communities, that The Crossway Trails System connects. Highlighting cities and communities provides large-scale geographic orientation for regional travel. Level 1 destinations provide “pull through” destinations for cyclists who are travelling significant distances, as well as a full range of attractions and services for all users. If a town does not include a destination and services, it may be excluded from signs. Level 1 destinations should be included on directional signs and orientation maps found on kiosks.

#### LEVEL 2 – Districts and Neighborhoods

Level 2 destinations provide a finer grain of navigational information than Level 1 destinations by directing users to recognizable districts, neighborhoods and state parks. These may be city centers, historic, commercial, cultural, or post secondary educational districts, or neighborhoods with a distinct name and character. Emphasis should be placed on districts providing a mix of services. Neighborhoods not offering services or attractions need not be included.

#### LEVEL 3 - Landmarks

Level 3 destinations are specific landmarks or major attractions which generate a high amount of bicycle travel. Landmarks include transit stations, major tourist venues, and regional parks.

#### LEVEL 4 – Local Destinations

Level 4 destinations are local destinations such as local parks, high schools, shopping centers, and healthcare facilities. They typically occur on signs in low density areas where few other destinations are present or along trails not connecting higher priority Level 1-3 destinations.



### Signing Distances

Signing distances suggest the maximum distance that destinations should appear on directional signs. This process ensures that information is spread along the journey in manageable amounts according to a cyclist's immediate needs.

Level 1 destinations provide navigational guidance to the widest spectrum of system users and thus should be prioritized on signs. As a priority, Level 1 destinations should appear on signs up to three miles away. Level 2 destinations appeal to a broad spectrum of users and should be included on signs up to two miles away. Level 3 and 4 destinations are places of either regional or local interest and should be signed up to one mile away. Cities farther from a principal city with important civic, commercial, or cultural resources may elect to sign that city even though it may be located at a distance farther than 3 miles.

Distances may be measured either to a destination boundary or center, as long as the approach is consistent throughout the region. Cities (Level 1 destinations) typically have a well-defined edge and thus should be measured to boundary lines.

Districts (Level 2 destinations) are less defined in terms of their boundaries and thus should be measured to their centers. Level 3 and 4 destinations are typically specific addresses and thus distances should be measured to the main entrance of their specific location. If a Level 3 or 4 destination is large or has several access points, distance should be measured to the point at which the trail user will arrive at the destination.

### Destination Order

The closest destination lying straight ahead should be at the top of the sign or assembly, and below it the closest destinations to the left and to the right, in that order. If more than one destination is displayed in the same direction, the name of a nearer destination shall be displayed above the name of a destination that is further away.

In situations where two destinations of equal significance and distance may be properly designated and the two destinations cannot appear on the same sign, the two names may be alternated on successive signs.

### Destination Selection Criteria

Listed below are the inclusion criteria for determining where a specific destination may fall in the destination hierarchy and whether the destination will be considered for inclusion on wayfinding elements. Destinations to be signed should be places that are open and accessible to the public.

#### LEVEL 1 – CITIES AND COMMUNITIES

Counties, cities and communities which are members of the Crossway Trails system shall be included as Level 1 priority destinations.

#### LEVEL 2 – DISTRICTS AND NEIGHBORHOODS

Districts and neighborhoods may be included on signs if the area has been formally established by resolution or ordinance of the appropriate local agency or if the district has developed and implemented its own internal wayfinding sign plan. Examples of districts include city centers, university districts, or arts districts. Neighborhoods having historic character or otherwise significantly contributing to the culture and vibrancy of a city may also be signed. **State Parks are also included at this level.**

#### LEVEL 3 - LANDMARKS

Level 3 landmarks have regional importance and can reasonably be expected to be in operation for years to come. This level may also include Landmarks that are not currently open, but could be coming to the region in the near future. Level 3 destinations include:

#### Businesses and Services

**Medical facility** - Hospitals, veterans' services providers, and clinics may be considered if the facilities meet all of the following criteria:

- Service is provided 24 hours a day, seven days a week
- Emergency department facilities and services are provided
- The facility is licensed or approved for definitive medical care by an appropriate state authority

**Shopping Center** - A group of thirty or more shops, retail stores, and/or restaurants with at least one major department store functioning as an anchor.

**Visitor Center** - A facility having the primary purpose of providing information and tourist support services. Must be approved by the State Department of Community and Economic Development.

#### Education

**Universities** - An educational institution that is nationally accredited and grants degrees. Nationally accredited universities and colleges are included under level 2.

#### Entertainment and Culture

**Historic Site** - A structure or place of historical, archaeological, or architectural significance listed on the National Register of Historic Places.

**Museum** - A facility of national or regional significance exhibiting works of artistic, historic, or scientific value.

**Performing Arts Venue** - A facility focused on the enjoyment of the performing arts and providing a minimum capacity of two hundred seats.

**Botanical Garden or Zoo** - Accredited institution, where plants and/or animals are kept and cared for, while also offering public education.

#### Public Facilities

**Airport** - A facility licensed for landing and takeoff of aircraft.

**Civic Building** - City hall, court house, fire or police station.

**Recreation or Community Center** - Publicly-owned buildings offering places to recreate, learn, or gather.

**Library** - A repository for literary and multi-media materials, such as books, periodicals, newspapers, recordings, films, and electronic media, kept and systematically arranged for use and reference.

**Park** - Publicly-owned regional parks.

**Trail** - Named regional facilities built for transportation and recreation purposes and used by both cyclists and pedestrians.

**Transit Center** - Passenger terminals facilitating access to light rail, passenger train, or multiple bus lines. Park and Ride facilities also qualify.

#### Sports Facilities

**Golf Course** - Golf facilities hosting major national events and offering at least eighteen holes of play. Miniature golf courses and driving ranges are not considered a Level 3 landmark.

**Stadium or Arena** - A permanent facility used for the primary purpose of presenting organized sporting events. Includes county and state fairgrounds.

**LEVEL 4 - LOCAL DESTINATIONS**

A city may wish to extend its wayfinding system to include local destinations. This may be useful in lower density areas or on more rural routes where Level 1 to 3 destinations are not present. Each city is unique, but generally larger civic institutions such as libraries, museums, or community centers will take precedence over specific local services and visitor accommodations.

**Businesses and Services**

**Medical Facility** - Licensed facilities that provide emergency or urgent care services. Need not be open 24 hours per day, seven days per week.

**Shopping Center** - A group of at least five, but less than thirty shops, retail stores, or restaurants.

**Visitor Accommodation** – Resorts or hotels having a satisfactory or three star rating or better and having a minimum of seventy-five guest rooms.

**Community Facilities**

**Cemetery** - A large public park or ground laid out expressly for the interment of the dead.

**Education**

**Secondary School** – Public schools providing high school-level education to students generally aged eleven through eighteen.

**Entertainment and Culture**

**Movie Theater** - A permanent indoor entertainment facility with capacity for at least two hundred seats which is focused on entertainment through film for visitors of all ages.

**Museum** – A facility of local recognition exhibiting works of artistic, historic, or scientific value to the general public.

**Performing Arts Venue** - A facility focused on the public's enjoyment of the performing arts and having a capacity of less than two hundred seats.

**Public Facility**

**Local Park** - Publicly-owned local parks.

**Post Office** – Official federal postal service center.

**Sports Facility**

**Golf Course** - A facility open to the public and offering fewer than eighteen holes of play. Miniature golf courses and driving ranges may be considered.

**Sports Field** – A permanent facility used for the primary purpose of presenting and practicing local organized sports.

**Naming Advice**

The names of the destinations above are not necessarily the same terms which should be included on wayfinding signs. During the master plan process, specific places to be signed should be identified and prioritized. At the same time, stakeholders should establish specific terms to be used. Generally 12-13 characters (including spaces) is the ideal length of location words to be included as location information on wayfinding signs. Fifteen characters is the longest length expected to fit on bicycle wayfinding signs.

The shortest necessary term to identify a place should be used. For example, the phrase "Governor Joseph Kernan Park" will not fit in the space provided. "Kernan Park" is likely to be understood by visitors as a destination with services. Memorial Hospital of South Bend would have more effective glance recognition simply as "hospital." Using symbols on bike signs is not recommended by this guidelines document.

Abbreviations

In general, when placing destination names on signs, the use of abbreviations should be kept to a minimum whenever possible. When insufficient space is available for full wording, abbreviations may be used. A list of accepted abbreviations per the MUTCD is included in the table at the right. Unless necessary to avoid confusion, periods, commas, apostrophes, question marks, ampersands, and other punctuation marks or characters that are not letters or numerals should not be used in any abbreviation.

| WORD MESSAGE                     | ABBREVIATION |
|----------------------------------|--------------|
| Alternate                        | ALT          |
| Avenue                           | AVE          |
| Bicycle                          | BIKE         |
| Boulevard                        | BLVD         |
| Bridge                           | BR           |
| Center (as part of a place name) | CTR          |
| Circle                           | CIR          |
| Court                            | CT           |
| Crossing (other than highway)    | X-ING        |
| Drive                            | DR           |
| East                             | E            |
| Hospital                         | HOSP         |
| Information                      | INFO         |
| International                    | INTL         |
| Junction/Intersection            | JCT          |
| Mile(s)                          | MI           |
| Miles Per Hour                   | MPH          |
| Minute(s)                        | MIN          |
| Mount                            | MT           |
| Mountain                         | MTN          |
| National                         | NATL         |
| North                            | N            |
| Parkway                          | PKWY         |
| Pedestrian                       | PED          |
| Place                            | PL           |
| Road                             | RD           |
| Saint                            | ST           |
| South                            | S            |
| Street                           | ST           |
| Telephone                        | PHONE        |
| Terrace                          | TER          |
| Trail                            | TR           |
| West                             | W            |

### Function and Placement of Wayfinding Elements

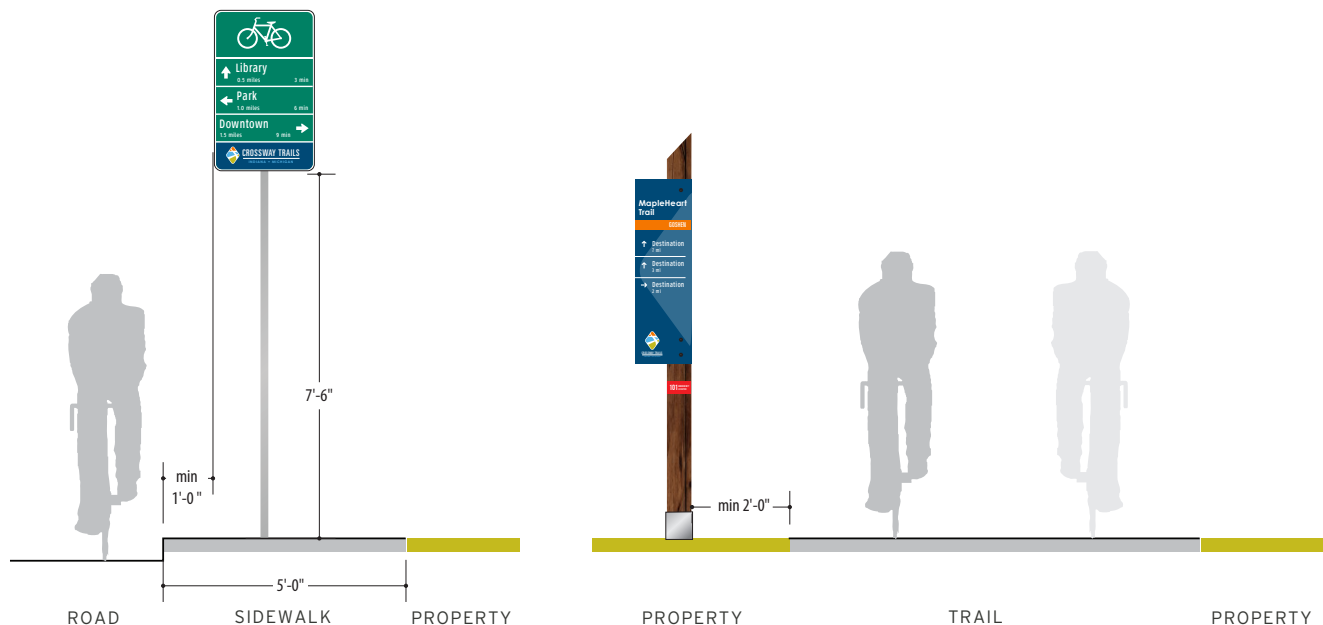
Based on field reconnaissance, best practices review, public input, and discussions with committee members regarding wayfinding needs in the Michiana area, the following sign typologies are recommended for the Crossway Trails Wayfinding System elements.

### Fundamental Bicycle Elements

Bicycle oriented wayfinding elements include decision, confirmation, and turn signs as well as mile markers. Each element is designed to be legible by the cyclist while in motion. The design of off-street bicycle facilities or shared use trails is typically based on a cyclist speed of 18 mph. The design speed of a trail should not be confused with the assumed travel speed used to project distance based on travel time on wayfinding signs. When adding travel time to signs, a “no-sweat” pace of 10 mph or six minutes per mile should be used.

Per the MUTCD, the nearest edge of any potential obstruction including signs and mile markers should be a minimum of two feet from the edge of the trail. The lowest edge of post-mounted signs should be four to five feet above finish grade. The lowest sign edge of on-street bicycle signs should be seven feet.

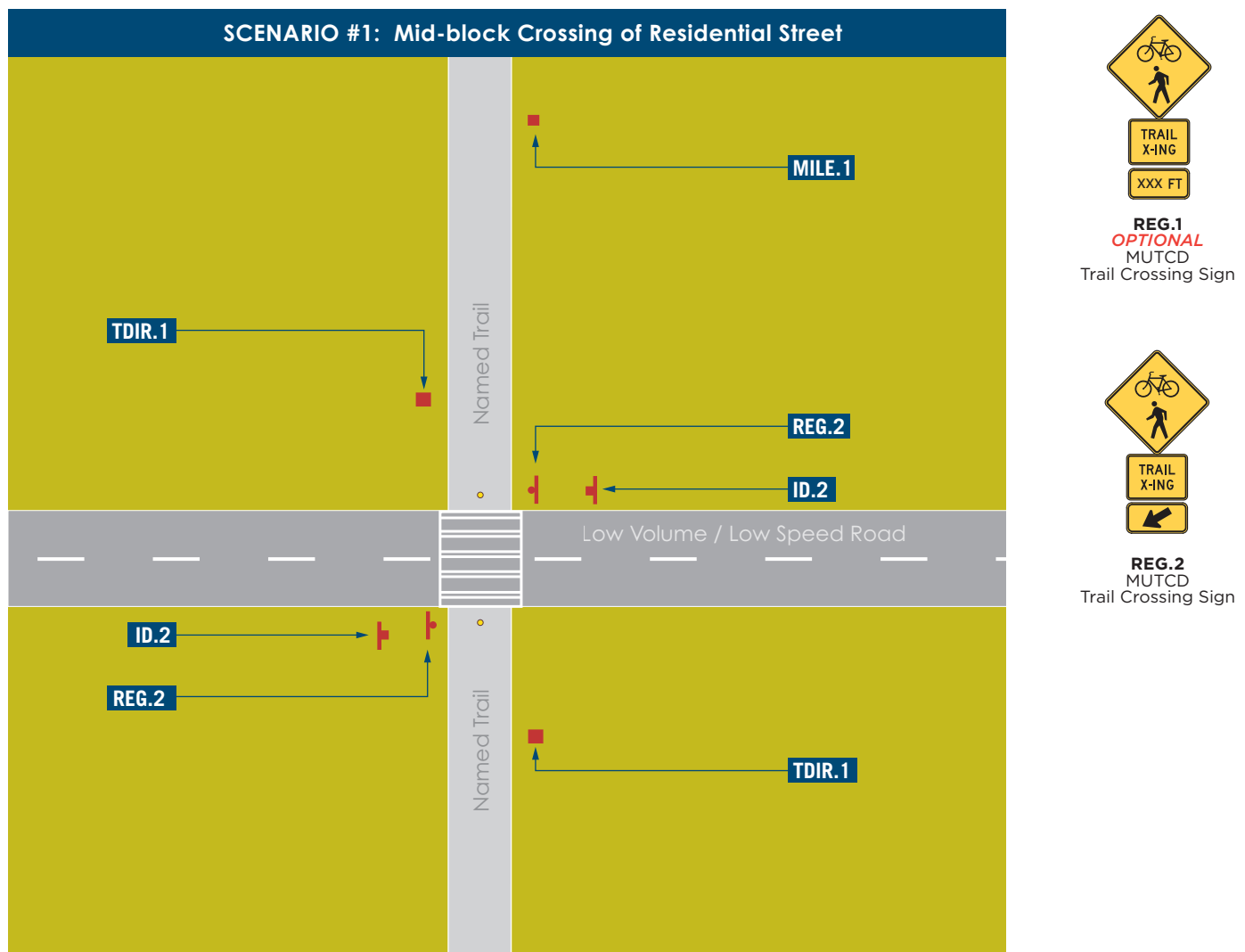
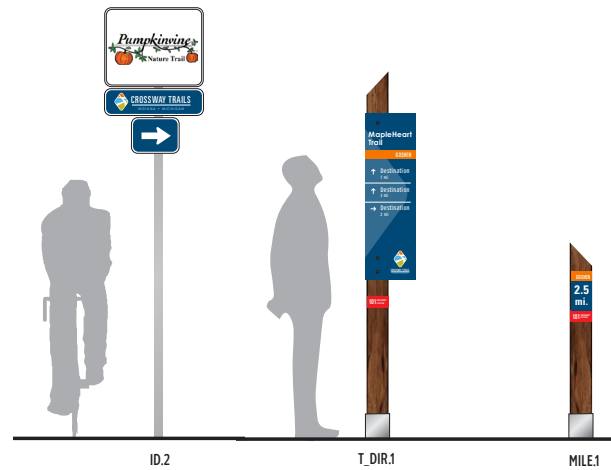
In general, regulatory and warning signs are a higher priority than wayfinding signs. Care should be taken to not obscure priority information. This includes providing a typical spacing of no less than 75 feet between signs along off-street trails. This distance is based on travel speeds and thus is generally greater for on-street systems.

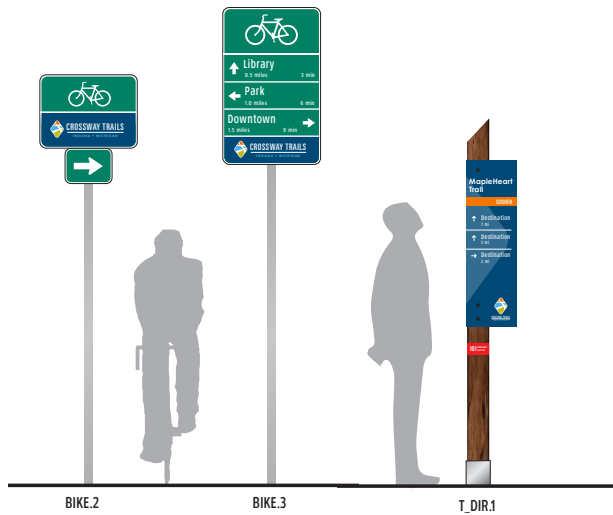


**SCENARIO #1:****MID-BLOCK CROSSING OF  
RESIDENTIAL STREET**

The following typical placement scenario is a trail crossing a low speed street, possibly a residential street. Signage includes:

- Trail ID
- Trail Directionals
- Mile marker
- MUTCD Regulatory Signage



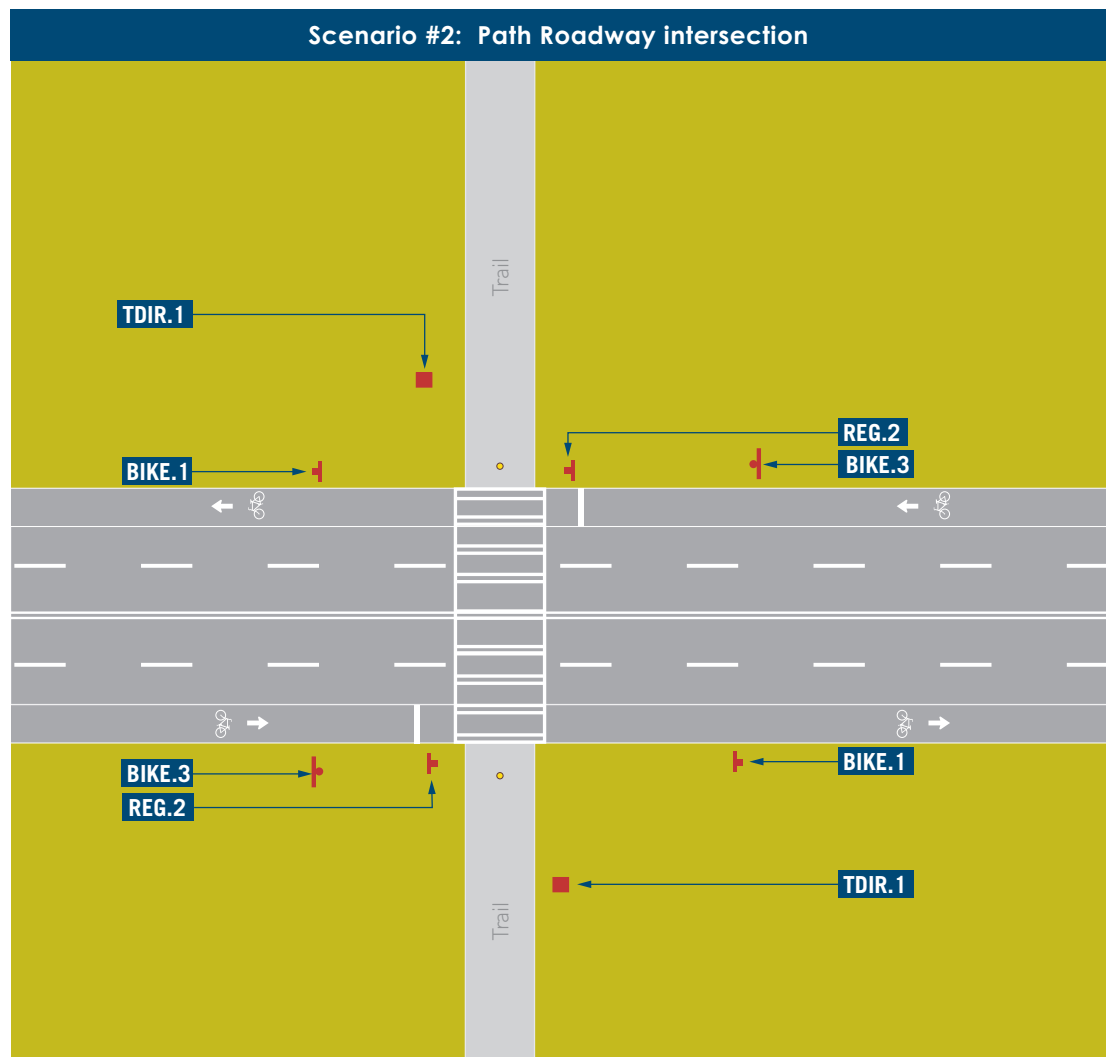


### SCENARIO #2:

#### PATH / ROADWAY INTERSECTION

The following typical placement scenario is a Trail / Roadway intersection. Signage includes:

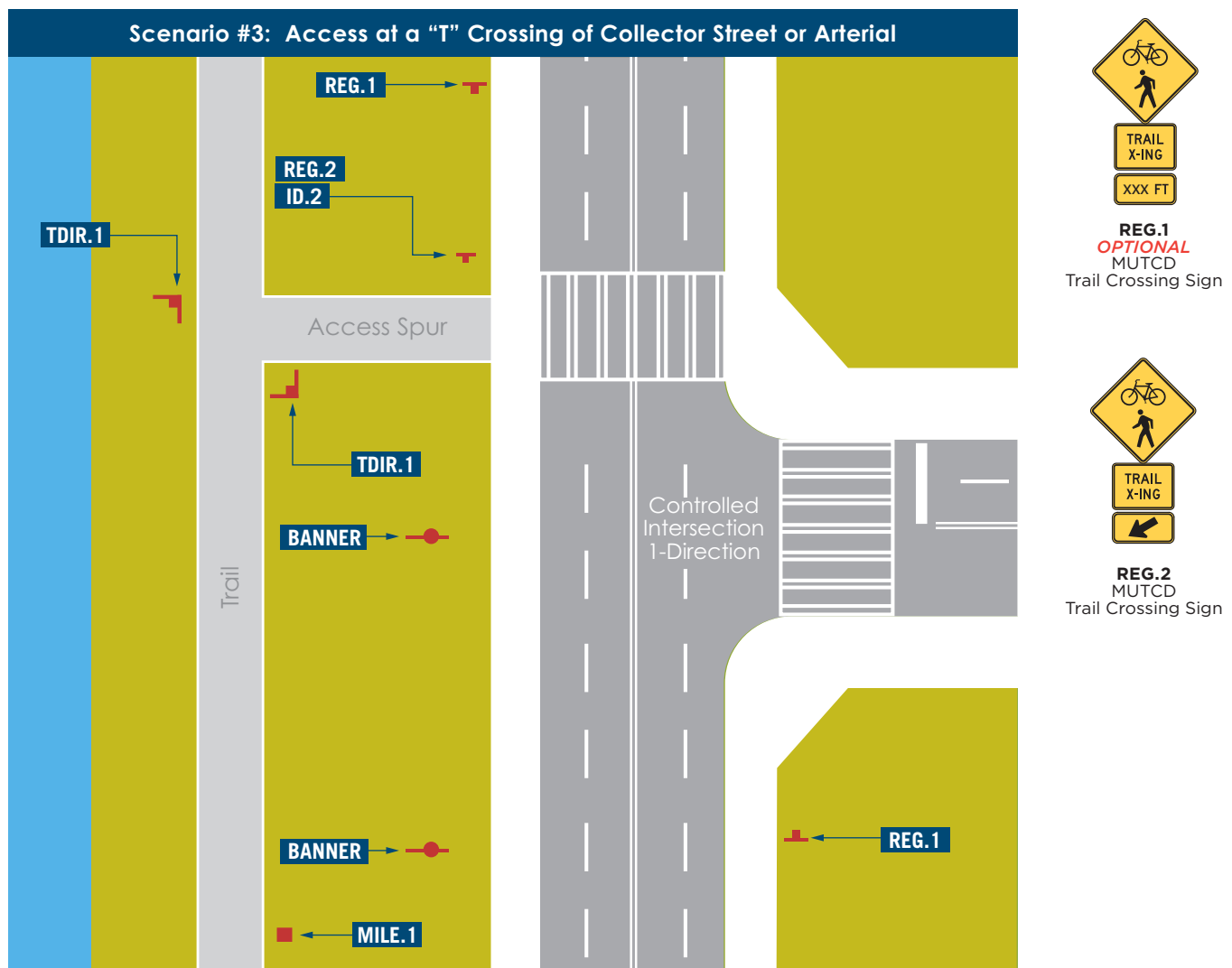
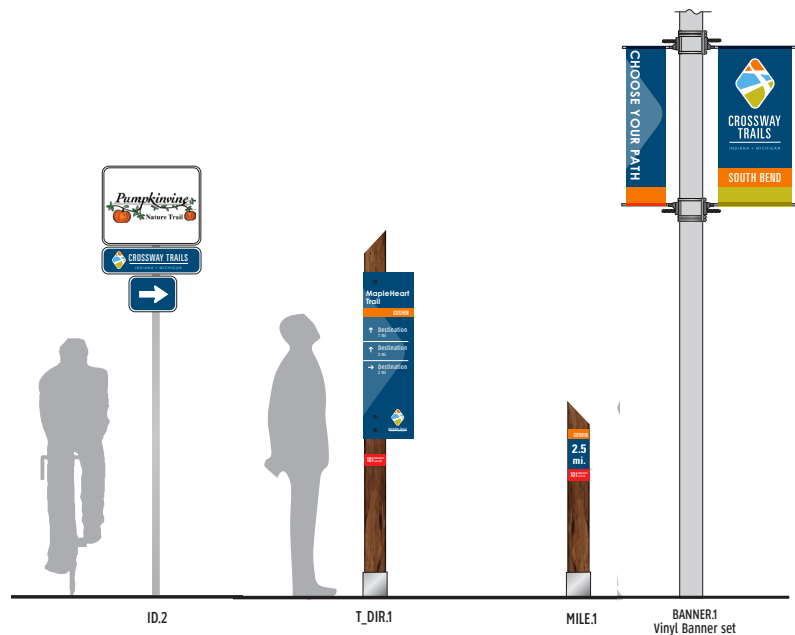
- On-Street Directional Signage
- On-Street Confirmation Signs
- Trail Directionals
- MUTCD Regulatory Signage



**SCENARIO #3:****Access at a “T” Crossing of Collector Street or Arterial**

The following typical placement scenario is an access spur at a “T” crossing or arterial. Signage includes:

- Trail ID
- Trail Directionals
- Banner sets on existing Lightpoles
- Mile Marker





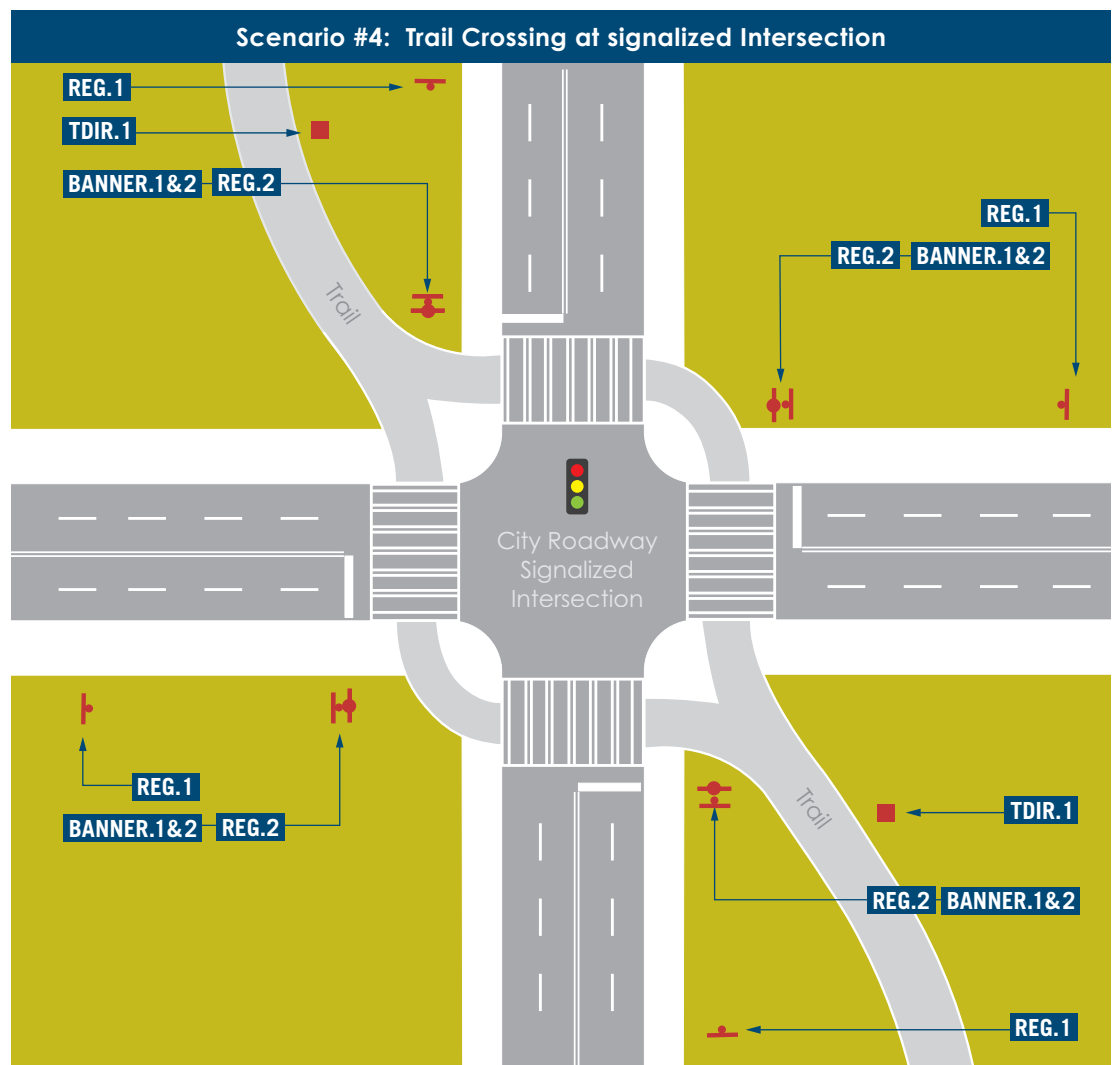


#### SCENARIO #4:

##### Trail crossing at signalized intersection

The following typical placement scenario is a trail crossing a high-speed road at an intersection with a traffic signal. This can occur in more urban areas. Signage includes:

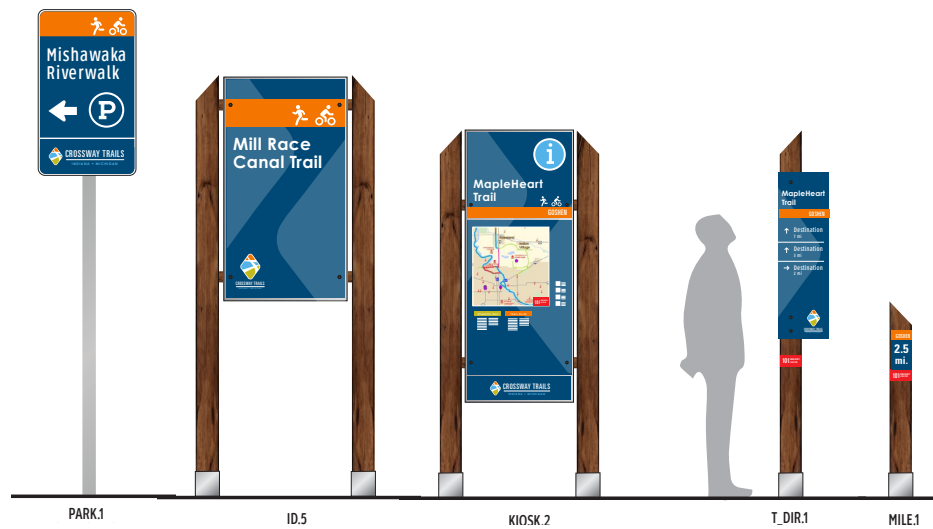
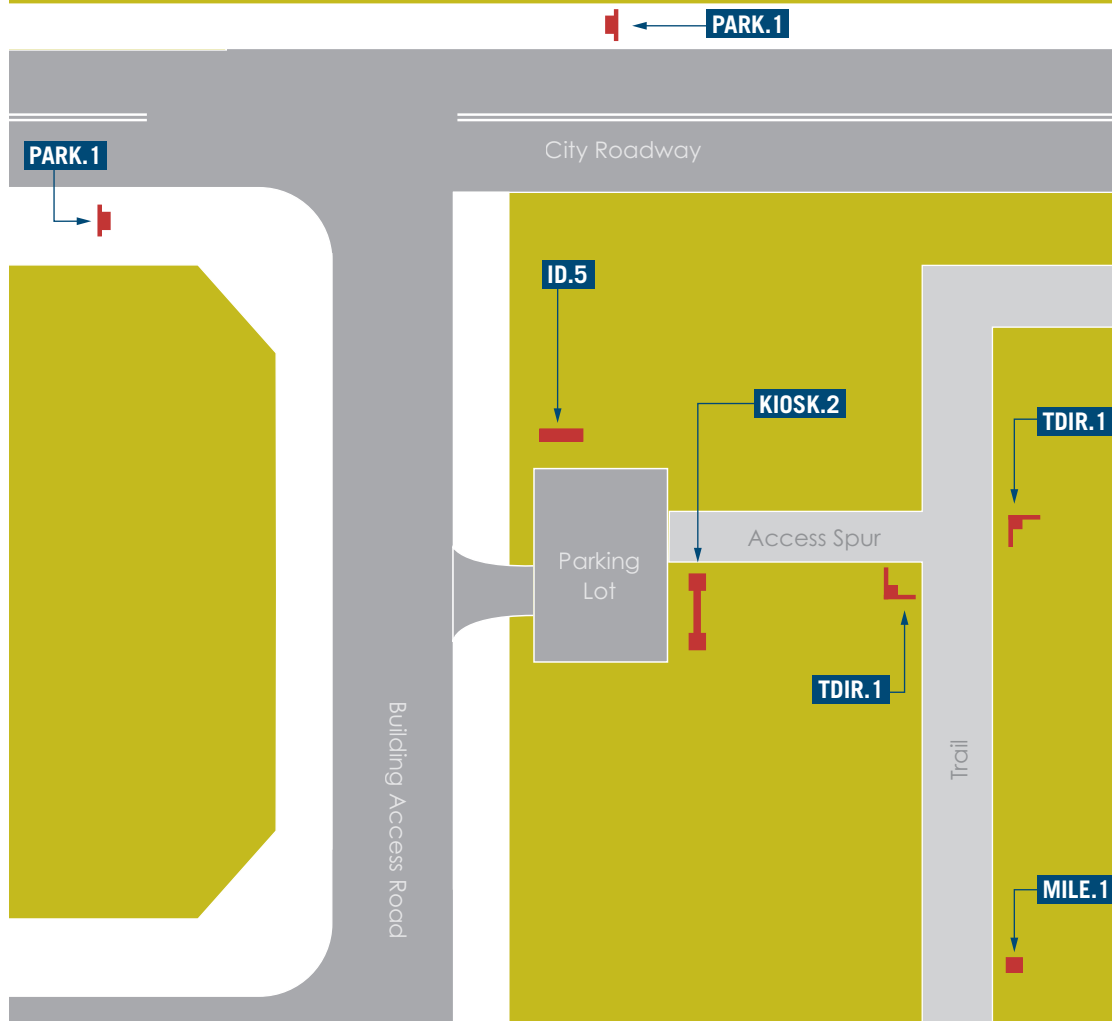
- Banner with Trail ID
- Trail Directionals

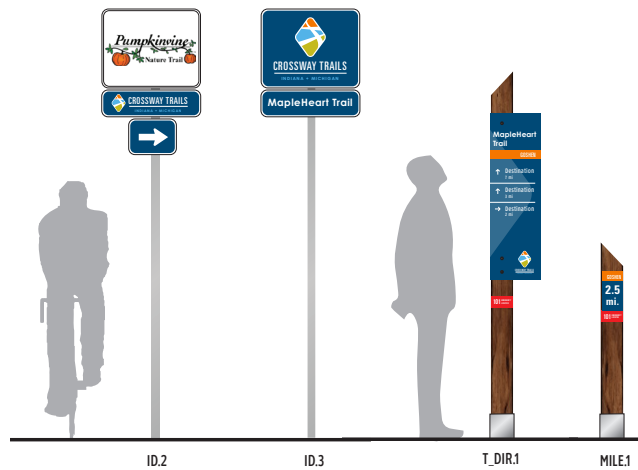


**SCENARIO #5:****Trail access through parking lot**

The following typical placement scenario trail access from a parking lot, either a specific trailhead parking lot, or a lot being used to promote access to the trail system. Signage includes:

- Parking Directionals
- Trail ID
- Kiosk
- Trail Directionals
- Mile Marker

**Scenario #5: Trail Access Through Parking Lot**



#### SCENARIO #6:

#### Trail Access from Neighborhood

Signage when on a trail is to give the user confirmation of the trail identity and general direction.

- Trail ID
- Trail Directionals
- Mile Makers
- Interpretive Panel





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# section 4

## Management & Maintenance

- 4.2 Management of System
- 4.3 Maintenance of System
- 4.8 Acknowledgements

## MANAGEMENT

The maintenance of the sign system is essential to its success. Worn, outdated or damaged signs do not present a positive image and do not build trust among the end-user, a critical component to wayfinding.

### Maintenance Funding and Contracts

Maintenance should be a shared responsibility between the MACOG and the program's stakeholders.

### Stakeholder Contribution Contracts

Create Maintenance Agreement contract among the Stakeholders.

#### Option A: Quantity of Listings

Destinations are charged a fee for every time their name is listed on a sign.

#### Option B: Equally Distributed

Total cost is divided equally among all stakeholders, regardless of quantity of listings.

#### Option C: Sliding Scale

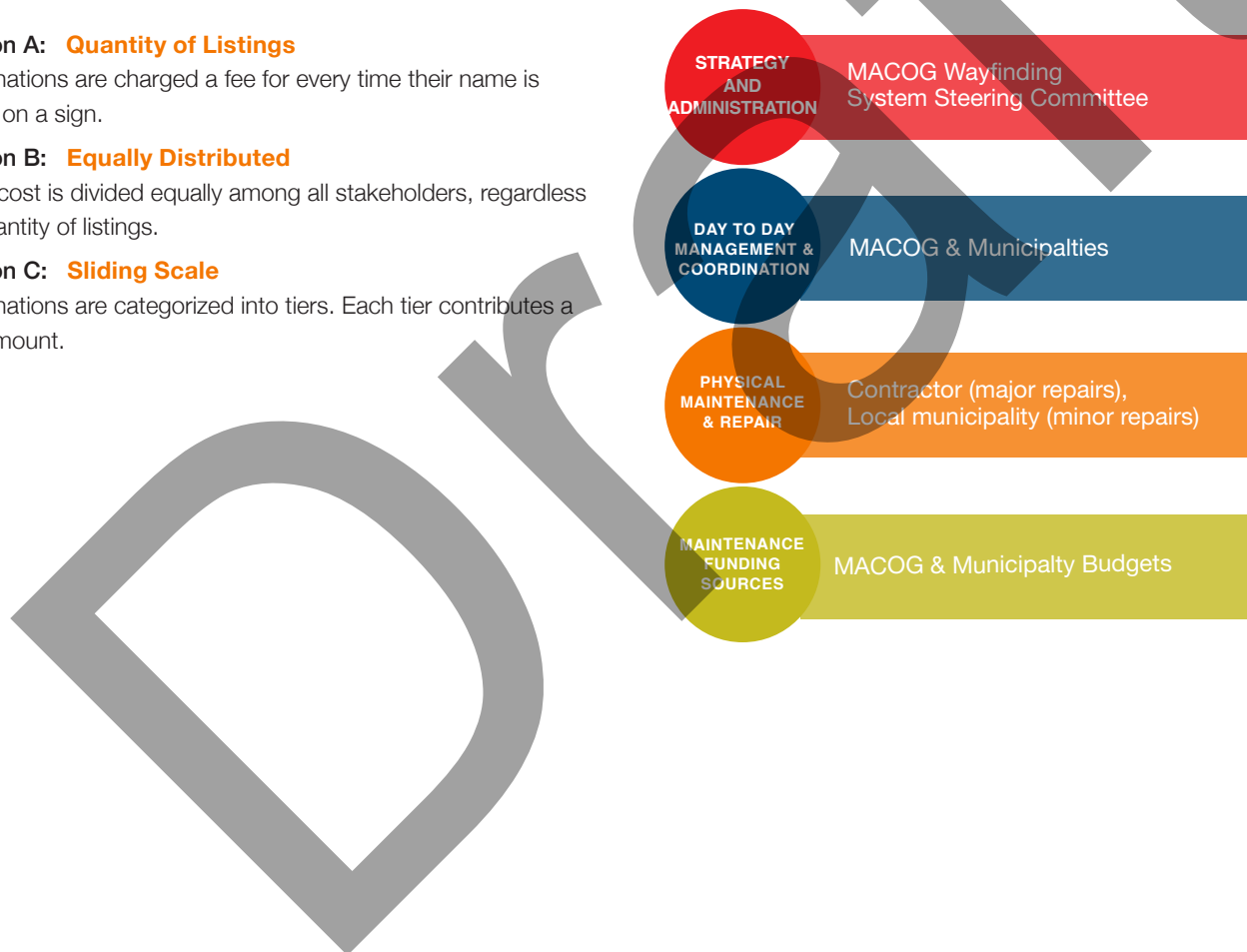
Destinations are categorized into tiers. Each tier contributes a set amount.

## Annual Budgets

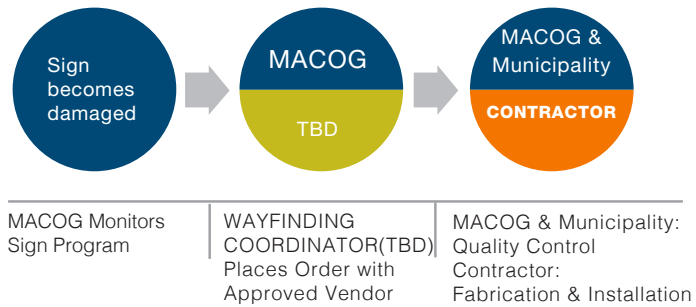
Generally 10% - 15% of the total phasing cost should be established for annual maintenance of the system.

Initial "attic stock" of parts should be included in the base bid of each phase of the project.

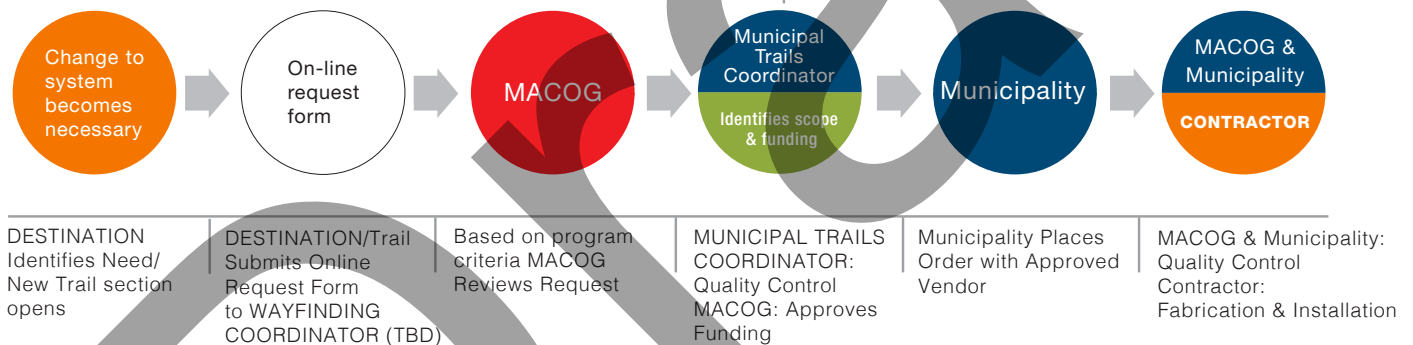
By purchasing materials and parts in a large quantity the overall cost of the project can be reduced. Attic stock can include poles (painted), sign panels (painted/no lettering), brackets finished and painted, and other parts.



#### DAY-TO-DAY MAINTENANCE PROCESS FOR REPAIR OR REPLACEMENT OF EXISTING SIGNS



#### LONG TERM MAINTENANCE PROCESS FOR ADDITION, SUBTRACTION or ALTERATIONS TO THE SYSTEM (annual)



| Sign Longevity   | 0-4 Years   | 5-9 years   | 10-15+ years  |
|--|---|---|---|
| <b>Design and Planning</b>                                     | <p>Design: General Evaluation of positive and negative aspects of the system.</p> <p>Planning: MACOG &amp; Municipalities In-house maintenance based on new requests and circulation/destination updates.</p>   | <p>Design: General Evaluation of positive and negative aspects of the system.</p> <p>Planning: Contract with a consultant to analyze major changes to the trails and necessary system adjustments. 1 or 2 updates possible during this time period.</p> | <p>If the system has not been analyzed since implementation, a major updating is likely to be needed. Outside consultants will be required to review and inventory the system, as well as make suggested changes based on new circulation, destinations, etc.</p> |
| <b>Vandalism</b>   | <p>Annual cleaning/repair. Stickers and graffiti are most common.</p> <p>Cleaning solvents and Goo-Gone are typical products utilized.</p>  | <p>Parts replacements and full sign replacement as needed.</p> <p>Cleaning solvents and Goo-Gone are typical products utilized.</p>   | <p>Parts replacements / full sign replacement as needed.</p> <p>Cleaning solvents and Goo-Gone are typical products utilized.</p>   |
| <b>Cleaning Schedule</b>                                       | Annual Cleaning   | Annual Cleaning   | Annual Cleaning   |
| <b>Management / Administration</b>                             | <p>Weekly coordination during initial installation, transitioning to quarterly between MACOG/ Municipalities and fabricator during year 1-2. On-going daily monitoring of the system, based on observations, safety issues and citizens' reports.</p> | <p>Annual coordination between MACOG/ Municipalities and fabricator. Day-to-day monitoring of the system, based on observations, safety issues and citizens' reports.</p>   | <p>Annual coordination between MACOG/ Municipalities and fabricator. Day-to-day monitoring of the system, based on observations, safety issues and citizens' reports.</p>   |
| <b>Breakaway Product: Transpo</b>                              | Maintenance Free - Covered under Warranty for 3 years.  | Maintenance Free - consider general review as part of yearly inspection process.  | Maintenance Free - consider general review as part of yearly inspection process.  |
| <b>Reflectivity Life Span: 3M High Intensity Diamond Grade</b> | Covered under warranty for 5-7 years.   | <p>Covered under warranty for 5-7 years.</p> <p>Reflectivity may be effective beyond the warranty period. Individual signs may require sheeting to be replaced during this time period.</p>   | <p>Reflectivity becomes less effective, if not previously replaced. 10 – 15 years is the maximum lifespan.</p>  |



| Sign Longevity   | 0-4 Years   | 5-9 years   | 10-15+ years   |
|--|---|---|--|
| <b>Custom Color Life Span: 3M High Intensity Diamond Grade</b> | <p>Covered under warranty for 3 years.</p> <p>Color generally maintained beyond warranty period, depends on direction sign panel is facing.</p>   | <p>Fading may begin depending on the direction sign panel is facing. Individual signs may require sheeting to be replaced during this time period</p>   | <p>Fading occurs, if not previously replaced. 10 -15 years is the maximum lifespan.</p>                              |
| <b>General Materials: Aluminum Sign Panels &amp; Posts</b>     | <p>Specifications require 5 year fabricator warranty for workmanship.</p> <p>General wear-and-tear maintenance required.</p>  | <p>General wear-and-tear maintenance required.</p>  | <p>General wear-and-tear maintenance required.</p>   |
| <b>Painted Surfaces</b>  | <p>Covered under manufacturers warranty.</p> <p>General maintenance and touch-up will be required.</p>  | <p>Warranty expires. Typically color holds up beyond warranty period. Fading may begin depending on the direction sign panel is facing. Individual signs may require individual parts to be replaced during this time period.</p> | <p>Fading occurs – based on direction sign panel is facing. 10 – 15 years is the maximum lifespan to expect.</p>     |
| <b>Sign Panels / Fasteners</b>                                 | <p>Specifications require 5 year fabricator warranty for workmanship. General repairs and replacement due to auto incidents or vandalism. Inspect welds and fasteners for connection integrity.</p> | <p>Quantity of repairs increases, if not maintained previously. Inspect welds and fasteners for connection integrity.</p>   | <p>Consider full inventory of system and repairs based on consistency of maintenance and up-keep over the years.</p> |
| <b>Brackets/ Fins / Details</b>                                | <p>Specifications require 5 year fabricator warranty. General repairs and replacement of parts due to auto incidents or vandalism. Inspect welds and fasteners for connection integrity.</p>        | <p>Quantity of repairs increases, if not maintained previously. Inspect welds and fasteners for connection integrity.</p>   | <p>Consider full inventory of system and repairs based on consistency of maintenance and up-keep over the years.</p> |
| <b>Concrete Footers</b>  | <p>Maintenance free. Inspect structural integrity – similar to any construction project.</p>  | <p>Maintenance free. Inspect structural integrity – similar to any construction project.</p>  | <p>Maintenance free. Inspect structural integrity – similar to any construction project.</p>                         |

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- Zach Dripps - Deputy Director
- Caitlin Stevens - Principal Transportation Planner
- Alaina Parrish - Active Transportation Planner

MACOG Steering Committee:

|                  |                            |                          |
|------------------|----------------------------|--------------------------|
| Allie Shook      | Downtown Plymouth          | City                     |
| Corine Humes     | MCCVB                      | CVB                      |
| Evie Kirkwood    | St. Joseph County Parks    | County (Parks)           |
| Jill Boggs       | KCCVB                      | CVB                      |
| Jill Delucia     | Niles Township             | Michigan                 |
| Jon Hunsberger   | Elkhart County CVB         | CVB                      |
| Justin Taylor    | City of Warsaw             | City/Ride Walk Committee |
| Ken Prince       | City of Mishawaka          | City (Planning)          |
| Kris Martin      | SWMPC                      | Michigan                 |
| Natasha Kauffman | Elkhart County             | County (Planning)        |
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- The Troyer Group

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