# Sign Standards

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University of Alaska Fairbanks - Wayfinding

The University of Alaska Fairbanks encompasses 2600 acres and includes an assortment of roads, parking lots, sidewalks and buildings that have been developed since the early 1940s.

The combination of all sign types comprises a coordinated directional “system” designed to assist visitors, faculty, staff, and students. The coordinated system uses a common design theme (depicted below) directing individuals to their desired location.

The Sign Standards described in this document are intended to be a repeatable system that builds an image, complements the campus, helps the first-time visitor, and makes wayfinding a pleasant experience.

This wayfinding and signage master plan encourages and embraces the following principles:

1. Develop long term, comprehensive solutions
2. 
3. 

The following pages present a snapshot of the campus signage and wayfinding as a work in progress.

Sign planning issues, ADA guidelines, life safety and code issues
Sign Standards
Exterior Signage

These signs are designed to provide guidance for vehicular and pedestrian traffic and are principal tools in the UAF wayfinding system. They will provide direction to areas of campus, academic/administration buildings, residence halls and other buildings that are considered to be primary public access facilities on campus. They will also direct students, faculty, staff and visitors through the network of campus roadways.

Directional (Wayfinding)

**Size**
6’3” x 8’

**Materials**
Fabricated painted aluminum monolith with reflective lettering and round extruded aluminum posts.

**Design**
All sign panels, structural materials and attachments must be suitable for extreme weather conditions and must also be tamper/vandal resistant. Hierarchy of information puts the most popular destinations at the top of the listings.

**Placement**
Determined by Facilities Services and in accordance with guidelines set by the ADA and City of Fairbanks.

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**Designing outdoor signs**

*Font size:* General rule of thumb is 10 feet per inch. This means to have maximum impact a sign read from 100 feet away should have 10” letters.

*White space:* Defined as space on sign with no lettering, recommended white space on a properly designed sign should be 30-40%.
Sign Standards
Exterior Signage

Street Identification - Street identification signs are designed to direct traffic through the network of campus streets and roadways. These signs maintain uniformity with the established UAF sign standard through the use of type-style and signature UAF colors. Their unique design is intended to assist in differentiating between navigation on campus and navigation in the City of Fairbanks.

Size

Materials
Porcelain enamel sign panels with galvanized round steel post and aluminum hardware.

Design
Blade style street sign with color matching Pantone 286 blue on top and color matching Pantone 116 yellow on the bottom of the sign.

Placement
These signs will be placed at the corner of campus streets and will meet the setback requirement set by the City of Fairbanks.

If name exceeds size of sign... reduce the type size for the overall panel. Do not, under any condition, condense the type.

All materials and workmanship used in sign manufacture meet or exceed the Alaska Standard Specifications for Highway Construction of 1998.
Sign Standards
Exterior Signage
Parking Lot Identification

Size
4’3" x 6’

Materials
Fabricated painted aluminum monolith with reflective lettering.

Design

Placement
Determined by Facilities Services
Building Identification
Three methods of identifying buildings are available in the University of Alaska Fairbanks wayfinding system.

- Monument
- Building Identification Lettering
- Wall Mounted Identification Sign
Monument

Size

Materials
Fabricated painted aluminum with dimensional letters or vinyl letters and round extruded aluminum posts.

Design

Placement
Determined by Facilities Services
Building Identification Lettering

**Size**
May vary: 4” to 12” or custom sized to fit elevations.

**Materials**
Flat faced bronze dimensional letters with fine brushed finish and sandblasted/colored returns. Alternate solutions include hand chiseled letters or methods that enhance the architecture.

**Design**

**Placement**
Determined by Facilities Services.
Sign Standards
Exterior Signage - Building Identification

Wall Mounted Identification Sign

Size

Materials

Design

Placement
Determined by Facilities Services
Off Campus Locations

**Size**
4’3” x 6’

**Materials**
Fabricated painted aluminum monolith with reflective lettering.

**Design**

**Placement**
Determined by Facilities Services
Pedestrian signs are designed to help pedestrians navigate through the walkways throughout campus grounds. These signs are used as a supplemental tool to guide pedestrians to their ultimate destination.

Pedestrian

**Size**
Approximately 5’10” x 7’

**Materials**
Fabricated painted aluminum with vinyl lettering and round extruded aluminum posts.

**Design**
Map graphics: Removable digital color map applied to aluminum panel (can be updated easily). Maps can be used for neighborhoods as well as entire campus.

**Placement**
Determined by Facilities Services.
Sign Standards

Exterior Signage

Banners

Size
Banners are to be 30” x 84”, two-sided and hung from the light posts.

Materials
Exterior- or marine-grade fabric such as Sunbrella should be used for banners that need to last for two or more years. Vinyl can be used for banners that are to hang for less than one year.

Design
Preliminary design must be reviewed and approved by UAF Marketing and Publications before the banners are produced.

Placement
Placement requests will be reviewed and authorized by UAF Marketing and Publications. Facilities Services will hang the banners and provide the brackets. Facilities Services will work with UMP to determine placement of the banners.
Sign Standards
Interior Signage - Room Identification

Building Directories

Size

Materials

Design

Placement

Overhead Signs

Size
8” x 16”

Materials

Design
ADA requires all overhead signs have a 3” minimum text height.

Placement
By doors: 60” from floor & 6” max from door frame on the wall adjacent to the latch side of the door.
Eye level: Standing 5’6” & sitting 4’3”
Overhead: 80” minimum clearance
### Sign Standards

#### Interior Signage

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<td>A. PALEN</td>
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Classrooms/Labs

- Size
- Materials
- Design
- Placement

Storage/Janitorial/Communications

- Size
- Materials
- Design
- Placement
Sign Standards
Temporary / Portable Signs

**Size**
2’ x 3’

**Materials**
Vinyl or professionally printed laminated materials on A-frame Sandwich boards.

**Design**

**Placement**
Facilities Services will determine placement, installation, and removal.

Posting Materials
Sign Standards

Plaques

Building Dedications

Size

Materials

Design

Placement

Classroom & Lab Dedications

Size

Materials

Design

Placement

Board of Regents Policy

Naming of Campus Facilities: Formal Naming of Campus Facilities and Infrastructure

Official naming of all “significant” buildings, building subcomponents such as wings, additions, auditoriums, and libraries, streets, parks, recreational areas, plazas and similar facilities or sites will be approved by the board. These facilities, improvements and areas will generally be named to honor or memorialize specific individuals, groups, events, places, or objects of historic, geographic, cultural, or local significance, including the following:

1. Former members of the board and the University of Alaska Foundation’s Board of Trustees;
2. Distinguished former university presidents, chancellors, faculty, staff, and alumni of the university;
3. Distinguished Alaskans and others who have made outstanding contributions to society, the nation, the state, or the university.

www.alaska.edu/bor/
Sign Standards
Guidance & Information

ELEVATOR
MEN
STAIR S2
NO ROOF ACCESS
1 THROUGH 5

UAF Decal and Visitor Parking

Pets on Campus

Please comply with UAF policy and FNSB ordinance by following these guidelines:

- Pets must be accompanied and on a leash and at all times.
- Pets may not be tethered to university property or taken into university buildings.
- Promptly dispose of pet waste.
The size and proportion of the characters used in a particular sign are determined by Facilities Services and depend on the sign type, message, and the amount of information required.
Sign Standards
Regulative and Prohibitive

These signs denote regulations and restrictions designed to follow standards which are governed by federal and state highway guidelines. All regulatory signs must adhere to the standards set forth by the US Department of Transportation, in the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) for additional information visit [mutcd.fhwa.dot.gov](http://mutcd.fhwa.dot.gov/)

**Right-of-way**
Red reflective (24 inch standard) with white reflective graphics

**Speed & Movement**
White reflective rectangle (typically 18 x 24 inches) with black graphics

**Cautionary & Movement**
Yellow reflective diamond (typically 24 inches square) with black graphics

Americans with Disabilities Act (ADA) BRAILLE
Sign Standards

Ordering & Installing

All permanent interior and exterior university signage shall conform to the specific standards.... Implementation and maintenance of the Sign System will be the responsibility of the Director for Maintenance & Operations (Facilities Services).