

City of Seabrook  
**Decorative Street Sign Request Policy**



July 6, 2023

## PURPOSE

This policy establishes procedures for Homeowner's Associations and Neighborhood Associations to upgrade standard City traffic poles to more attractive decorative poles to create a unique neighborhood character and identity.

## ELIGIBILITY

Only recognized homeowner or neighborhood associations with the ability to enter into a legal agreement with the City and whose boundaries do not infringe on other neighborhood boundaries are eligible to take part in the Decorative Traffic Pole Program.

## NEIGHBORHOOD SUPPORT

HOA neighborhoods must work with the association and gain approval for installation. Neighborhoods without an HOA must have approval from at least 51% of the residents that live within the sign upgrade installation boundaries.

## COST

The City will offer funding assistance in the form of a 50% matching grant depending on available funds at the time of Application. City will acquire proposal from a vendor and supply to the applicant for review and approval. Applicant will pay the 50% matching cost to the City before City purchases the sign/post materials.

## SPECIFICATIONS

The city has approved specifications and reserves the right to change or modify any or all of the following products and designs based on costs and availability.

The following is the approved product and design:

- 30" Stop Sign with minimum Diamond grade reflectivity
- Steel Traffic Sign Backer Frame for 30" Stop Sign, Powder Coated Black
- 30" Dogwood Sign Bracket with Lemon Drop Finial for Street Name signs, Powder Coated Black



- 3" x 14' Round Steel Posed drilled for 30" Dogwood Bracket; Powder Coated Black
- Spear Top Finial Post Topper with set screws, Powder Coated Black



- 30" x 11" Ridgeland Street Name Sigs, Custom Blue Powder Coated (RAL 5001), White Diamond grade reflectivity with City Logo (Top Simi Circle)
  - o Sign to have the verbiage:
    - Seabrook Logo
    - Street Name
    - Street Suffix (Dr, Ct, Ln, Ave, etc...)
    - District or Subdivision Name

### INSTALLATION

Public Works will install the poles and signs for the neighborhood. Citizens are NOT allowed to install signs on public property. The City will be responsible for retrieving the pole/sign components from a vendor and have them delivered to Public Works prior to installation.

### PROGRAM GUIDELINES

Associations interested in this program should first review the application requirements below to determine that they wish to proceed with the program. Details of the program are included in an agreement that the City and the Association will enter into.

The application requirements include:

- The Decorative Traffic Pole Program application form;
- A location map showing the approximate location of each decorative pole;
- The program agreement signed by the Association president or designated signee.

The completed decorative traffic pole program application is to be submitted to the City of Seabrook for review and approval.

### MAINTENANCE GUIDELINES

All maintenance, repair, and replacement of decorative traffic poles is completely the responsibility of the City of Seabrook. The City of Seabrook reserves the right to remove and replace any decorative traffic pole that it determines has become unsightly or damaged.