



# Decorative Traffic Pole Program

City of Richardson, Texas

For inquiries contact Community Services at 972-744-4180

## Design/Manufacturing and Installation Guidelines

### Design/Manufacturing

In order to maintain consistency and suitability of neighborhood traffic poles, the following design standards must be adhered to. Neighborhoods may create unique poles, bases, finials, and sign brackets, but the neighborhood's design selections, including color, must be approved by Community Services prior to purchase and installation by the neighborhood. Examples of typical decorative poles are shown below.



Decorative Traffic Poles must be 4 inches in diameter, constructed with .125 inch wall thickness aluminum tubing and finished in a durable polyester powder coating.

Each pole must be of sufficient length to accommodate the foundation, the signs to be installed on that pole, and the sign clearances, as shown in the Installation Detail sheet. Note that a pole with a stop sign and street name signs is the same height as a pole with only street name signs. Contact City Traffic Operations before ordering poles to be sure that each pole is of an acceptable length.

When ordering brackets for street name signs, tell the manufacturer that the City of Richardson uses back-to-back signs for each street name rather than a two-sided sign. This is important because each bracket must be made thick enough for two signs, not one.

The City does not recommend a particular manufacturer. The association can conduct a web search using the key words "decorative street poles" or contact an HOA/NA that already has installed decorative traffic poles.

### Installation

The requesting HOA or NA is responsible for hiring a contractor to install the decorative poles. It is the responsibility of the Association to assure that the contractor receives these guidelines and understands all requirements and guidelines of pole installation. The association's contractor must be approved and permitted by the City of Richardson Community Services Department. The contractor must contact and coordinate with the City's Traffic Operations Division, whose staff will: identify final pole locations on site; approve each prepared pole foundation; oversee pole installations, and; conduct the final inspection of each installation. **The association's contractor must notify the City's Traffic Operations Division (972/744-4463) at least 10 business days prior to the desired installation date(s)**, and must conduct all work during normal business hours. The contractor must call DIG TESS (1-800/344-8377) to request utility line locates in the pole installation area. The contractor must install poles and signs per the Installation Detail sheet below; any deviations must be pre-approved by the Traffic Operations Division. **Any foundation poured or pole installed without prior City inspection and approval will be removed and re-installed at the Association's expense.** Signs, brackets, etc. are to be attached by the contractor, no sooner than the day after the foundation is poured. Each street name bracket and sign is to be installed perpendicular to the cross street, on the side of the pole furthest away from the crossing street.



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## City of Richardson Decorative Pole Installation Detail

