

Klickitat County Port District No. 1  
**RESOLUTION NO. 2-2016**

A Resolution of the Port of Klickitat Commission  
**Establishing a Monument, Wayfinding, and Address Sign Policy**

**WHEREAS**, the Port has no established standard for the design and appearance of monument, wayfinding, and address signs in its business and industrial parks; and

**WHEREAS**, installing signs that are consistent in appearance and placement results in a system that is comprehensive and user friendly; and

**WHEREAS**, studies indicate signage systems enhance visitors' experience and assist customers and vendors in finding tenants located in business and industrial parks; and

**WHEREAS**, the Port Commission recognizes that the use of such a system will serve to enhance the image and appeal of its business and industrial parks; and

**WHEREAS**, the Port Commission finds that a patchwork of sign types, sizes, colors, locations, materials, and typefaces result in a cluttered appearance that diminishes the image of its properties;

**NOW, THEREFORE, BE IT RESOLVED** that the Port Commission does hereby adopt this policy for the design and installation of monument, wayfinding, and address signs in the Port's business and industrial parks with the following provisions:

1. This policy shall apply to all signs, and only those signs, designated and defined as follows:
  - a. Monument Signs: Large signs typically placed at the perimeter entrances of a business or industrial park that display, at a minimum, the Port name and logo and the name of the business or industrial park.
  - b. Wayfinding Signs: Small signs, typically placed at intersections, that direct visitors to particular sites, facilities, and other locations.
  - c. Address Signs: Small signs, typically placed at a vehicle entrance to a lot, structure, or location, that identify the address of the lot, structure, or location and may additionally identify alternate entrances and/or one or more entities or facilities located therein.
2. A standard design shall be developed for each of the sign types described above and all such designs shall:
  - a. Be functional, legible, visually appealing, easy to construct, install, maintain, repair, and replace, incorporate a common set of colors, and to the extent reasonably possible, utilize standard sized materials with a natural appearance that are commonly available and visually compatible with the surrounding environment;
  - b. Reasonably balance the above requirements so as to limit initial construction and on-going maintenance costs;
  - c. Utilize a sign panel material capable of retaining its shape when mounted perpendicular to prevailing winds (including both sustained winds and gusts).
  - d. Establish the maximum height for Wayfinding and Address signs that allows a portion of the body of a small passenger sedan approaching an intersection or vehicle entrance to be seen over the top of the sign by a driver entering the intersection or exiting a location.
  - e. Utilize a typeface approved in the Manual on Uniform Traffic Control Devices (MUTCD) in a size deemed legible by Port staff at a 100 foot distance traveling at 25 miles per hour; and
  - f. Maintain a similar, consistent look-and-feel across all sign types.

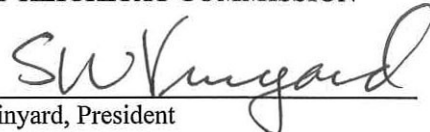
3. Signs shall be comprised of plain text and shall not include logos (except the Port logo), “tag lines”, advertising, special typefaces, images, or trademarks.
4. All signs covered under this policy shall be constructed, installed, and maintained by the Port or by a third-party under contract to the Port in accordance with the provisions set forth herein. The installation, alteration, or removal of such signs by any other party is prohibited.
5. Whenever possible, signs located to the right of the direction of travel shall be placed on the side of the intersection or entrance farthest from an approaching vehicle and signs located to the left of the direction of travel shall be placed on the side of the intersection or entrance nearest to an approaching vehicle.
6. Responsibility for the costs of sign construction, installation, and alterations shall be as follows:
  - a. The cost of all Monument and Wayfinding signs and the cost of one Address sign for each Port-owned lot shall be borne by the Port.
  - b. The cost of all signs for privately owned lots within a Port business or industrial park shall be borne by the private property owner.
  - c. The cost of additional Address signs provided at the request of a lessee shall be borne by the lessee.
  - d. The cost of altering a Wayfinding or Address sign resulting from the request of an existing lessee or private lot owner or a change in the company name or any other aspect of its operation on the premises shall be borne by the lessee or private owner.
7. The number and location of signs shall be limited as follows:
  - a. Monument signs shall be limited to entrances at the perimeter of the business or industrial park that provide access to the park.
  - b. Wayfinding signs shall be limited to intersections within the business or industrial park.
  - c. Address signs shall be limited to one sign at the primary vehicle entrance of a location except that the Executive Director may declare an exception in any case where an alternate entrance is used and identified for a specific vehicle or visitor type or where an entrance is located on a different street from the address of the location. However, in no case may either the number of Address signs exceed the number of vehicle entrances to the location or any Address sign be located less than 100 feet from another Address sign for the same facility.
8. The Port Commission shall review and adopt specific designs consistent with this resolution for each sign type identified herein and said adoption shall be recorded in the minutes.

**ADOPTED IN OPEN SESSION** this 23rd day of February, 2016.

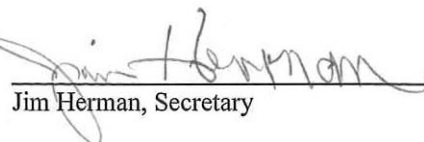
ATTEST:

  
 Margie Ziegler, Port Auditor

**PORT OF KLICKITAT COMMISSION**

  
 Wayne Vinyard, President

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 Bill Schmitt, Vice-President

  
 Jim Herman, Secretary

PORT SEAL