

Culpeper County, Virginia

Street Sign Policy

I. Naming Streets

- Proposed streets which will connect along the same alignment with, or extend others already existing and named shall bear the names of the existing streets.
- In no case shall the name of a proposed street duplicate an existing street name in the County or in the postal district, irrespective of the use of the suffix (street, road, avenue, drive, way, place, court, lane, etc.).
- Proposed street names which sound substantially like an existing street name in the County or in the postal district shall not be accepted.
- New street names shall not include compass point designations such as “north”, “south”, “east”, and “west”.
- Street names shall not contain hyphens, apostrophes or other non-letter characters.

The following are examples of the provisions of this policy listed above:

Example #1: Duplicate road names, not acceptable. **Fox Den Lane & Fox Den Way**

Example #2: Duplicate road names, not acceptable. **Grey Lane & Gray Drive**

Example #3: *Not* duplicate road names, acceptable. **Black Hill Rd & Black Oak Rd**

Example #4: Sound alike road names, not acceptable. **Dodson Lane & Dotson Road**

Example #5: Compass point designations, not acceptable. **North River Road**

Example #6: Hyphens and other non-letter characters, not acceptable. **Allen-Barr Way
& Allen’s Way**

- A street name shall not be assigned to any private street which does not serve, or is not intended to serve at least three (3) dwellings.
- All streets created through the Culpeper County Subdivision process shall be named at such time as the approval of the preliminary plan. Any proposed subdivision which includes proposed state maintained roads or private access easements that will serve three (3) or more lots shall show the street names on both the preliminary plan and the final recorded plat.

- Any street that serves three (3) or more lots which does not already have approved street names will be named through consultation with the immediately impacted landowners as the first option. The immediately impacted landowners will submit in writing a list of at least three (3) unique street names for consideration. Immediately impacted landowners shall be defined as those owning existing residences along the road or anyone with a home under construction, but shall not include those simply owning a buildable lot which is served by the street. All those meeting this definition will be required to sign the request if it is to be honored. If these impacted landowners cannot reach agreement or cannot be contacted, the street will be named at the discretion of the Culpeper County GIS Coordinator.
- Non-owner residents (renters or tenants) will not have a voice in the naming of a street.
- Residents will be notified in writing of the approved street name.
- All street names shall be subject to the approval by the Culpeper County GIS Coordinator who will consider this policy and any other factors which could impact public safety.

II. Changes to Official Street Names

- Changes to official street names shall only be granted by the Board of Supervisors. A petition must be submitted to the Culpeper County GIS Coordinator with signatures from all landowners who would be impacted by the street name change. Street name changes will not be considered unless all impacted landowners are in agreement. At least three (3) street names should be submitted for consideration in order of preference. The first street name that meets all of the criteria of this policy will be presented to the Board of Supervisors for consideration.
- Costs incurred by the County through the renaming process shall be borne by the individual(s) who initiate the petition. Such costs shall include the entire actual cost to purchase and install the new street sign plus an administrative fee to set by the Board of Supervisors from time to time, initially set at \$250.00.

III. Street Sign Specifications

- Road Sign Specifications: Extruded aluminum, with 3M Hi Intensity (3930) reflected sheet material meeting VDOT Road and Bridge Specifications, Section 701.02(e). The plate shall be 9 inches wide for signs on 4-lane primary roads or 6 inches wide for all other roads and 30, 36, 42 or 48 inches in length depending on the number of letters in

the name. The spacing and letter style must conform to spacing dimensions shown in the Virginia Supplement to the MUTCD (Manual of Uniform Traffic Control Devices) using Series C upper case letters for the street name and for the prefix and suffix. The normal spacing between words shall be the width of the letter H in the same series used in the text. The letters of the name may be reduced to Series B letters and ½ inch spacing between letters at their closest points when the name will not fit on a standard blank 48 inches long. The maximum sign length shall be 48 inches long.

- Sign Color: The sign background or field shall be high intensity reflectorized sign sheeting in Blue and the lettering is white using 3M electro cut film.
- Sign Posts/Hardware: Sign posts shall be FHWA approved breakaway system design, consisting of an upper sign post and a lower “anchor” (as manufactured by Allied Tube and Conduit, or equal). Wall thickness for the street sign post shall be 0.083 inches. Weight of the street sign posts shall be 2.164 pounds per foot. Upper sign posts shall be fourteen (14) gauge, 2 X 2 inch square outer dimension and ten (10) feet in length, and “anchor posts” shall be twelve (12) gauge, 2.25 X 2.25 inch square outer dimension and thirty (30) inches in length.
- Installation of Signs & Posts: Posts shall be installed by driving the thirty (30) inch 2.23 X 2.25 anchor posts into the soil, leaving two (2) or three (3) inches exposed. The ten (10) foot 2 X 2 inch upper signpost shall be inserted approximately six (6) inches into the anchor post, and shall attach the upper sign post with a corner bolt to prevent sidewall deformation. The signs shall be attached to a ten(10) foot, 2 X 2 inch upper sign post, through “punch-out” holes as specified by the manufacturer.
- Specifications Subject To Change: The specifications set forth above may be subject to change from time to time. Any such changes shall be incorporated into this adopted Street Sign Policy.