



**City of Phoenix  
Street Transportation Department  
Phoenix Police Department**

## **Metal Phoenix Neighborhood Patrol Sign Placement Guidelines**

### **Background**

The City of Phoenix recognizes the important role that metal Phoenix Neighborhood Patrol (PNP) signs can play in announcing that a neighborhood has united to prevent crime. Past experience has proven that metal signs are **NOT** a substitute for active resident participation in the program, as signs by themselves do not necessarily discourage criminals. Signs are most effective when placed on private property where they intercept intruder paths or on the corners of the perimeter streets of a block watch or neighborhood association. The Street Transportation Department in conjunction with the Phoenix Police Department provide these guidelines in an effort to help neighborhood groups know the key information as to how they may receive authorization to install metal PNP signs. By following these guidelines, you ensure that metal PNP signs do not conflict with necessary traffic signs and do not present a hazard to pedestrians, bicyclists or motorists.

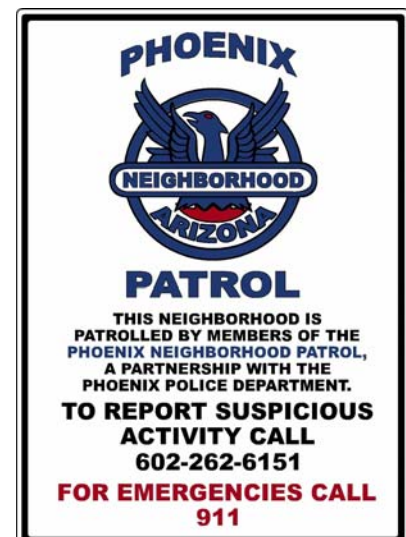
### **Approval**

- Only associations registered with the Phoenix Police Department may order and install metal PNP signs.
- The City PNP Coordinator will verify the group is a registered, active group.

### **Obtaining Signs**

- The City of Phoenix **DOES NOT** manufacture, install or maintain metal PNP signs nor provide the hardware needed to install them.
- Metal PNP sign order forms can be obtained through your Community Programs Coordinator, your Community Action Officer or on-line at [www.phoenix.gov/POLICE](http://www.phoenix.gov/POLICE)
- The Phoenix Neighborhood Patrol program has standardized a metal sign so they will be more instantly recognized.
- The City of Phoenix does not normally allow non-traffic signs in the public right-of-way (ROW), but has made this metal PNP sign a “notable exception.”

Available only  
through the  
Phoenix Police Dept.  
PNP Program  
(18" X 24" in size)



## Installation of sign

- Metal PNP signs **CANNOT** be combined with other City signs on a common post, with the exception of NO PARKING signs. If added to an existing NO PARKING sign, a post extension is required so the larger Metal PNP sign is mounted above the NO PARKING sign.
- If installed on a steel light pole, the sign must be fastened using a steel banding material strapped to the pole. **No one shall drill directly into a steel power pole!**
- If added to wood telephone poles or on private property, written permission must be obtained from the owner (telephone company or property owner respectively).
- No more than two signs may be installed on one post. If the post already has a NO PARKING sign below a DEAD END sign, the metal PNP sign may not be added as it would be the third sign. If the post only has a NO PARKING sign, the metal PNP sign would be allowed as it would be the second sign.
- For safety reasons, the bottom-most sign needs to be at least seven (7) feet above the sidewalk. Doing so prevents injury to bicyclists and pedestrians who otherwise might come into direct contact with the metal signs.
- Metal PNP signs need to be securely fastened so as to hold the sign in a permanent position and resist swaying in the wind or displacement by vandals.
- New or replacement sign posts should be installed by a professional sign contractor.
- If adding a new post (follow the guidelines below under 'Hardware'), the association is responsible for making sure there are no conflicting underground utilities (gas, electric, telephone, water, cable TV, underground sprinkler lines, etc.). Contact the [Bluestake Center](#) at (602) 263-1100. You will need to contact the property owner to determine if there are underground sprinkler lines as [Bluestake](#) will not have this information.
- Wherever metal PNP signs are installed, the property owner at the sign location should be contacted. As a tip, Phoenix has found it works best to install signs on property lines since many people do not like signs directly in front of their homes.

## Sign Placement

- Signs should be installed on private property at strategic locations where they can do the most good. If placed within the right-of-way (typically twenty-five (25) feet from the center of the local street, or seven (7) feet behind the curb), special care should be taken to make sure they do not detract from view of important traffic control signs.
- The closest edge of the sign should always be located outside of pedestrian walking areas and sidewalks, and are required to be at least two (2) feet behind the curb if placed in the ROW, taking care not to impair sidewalk access.
- To not distract from essential signs, metal PNP signs should not be installed within one hundred fifty (150) feet in front of a STOP sign, YIELD sign, traffic signal or one hundred (100) feet in front of a speed limit sign or warning sign. The bigger the metal PNP sign, the larger the spacing needed clear in front of traffic signs.

## Hardware

The following Street Transportation Department approved hardware **MUST** be used when installing metal PNP signs.

### Installing signs on a metal street pole:

- Two ½" x .030" stainless steel with 12.7 mm ½" Ear Lokt Buckle #204
- Two bolts LEQ flare brackets
- Two ½" zinc coarse tap bolts (18 gauge) to hold the sign on the bracket

### Installing a new post:

- One galvanized ribbed back u-channel post 10' h x 3 1/8" w x 1 ½" d, with 3/8" holes spaced at 1" along length of post
- Two zinc 5/16" USS flat washers
- Two zinc 5/16" x 2 ½" coarse tap bolts (18 gauge)
- Two zinc 5/16" coarse finished hex nuts (18 gauge)
- Two 5/16" split lock washers

### Installing with an existing **NO PARKING** sign:

- One galvanized ribbed back u-channel post 30" h x 3 1/8" w x 1 ½" d, with 3/8" holes spaced at 1" along length of post. There should be 15" protruding above the existing post, and the 15" below the top should be secured by two zinc 5/16" by 2 ½" coarse tap bolts (18 gauge).
- One zinc 5/16" x 1 ½" coarse tap bolt (18 gauge) with one zinc 5/16" USS flat washer, and one zinc 5/16" coarse finished hex nut (18 gauge), bolted from the back to secure the extension

## Additional Information

- Maintenance of signs is the association's responsibility. Any sign that is damaged, defaced or deteriorated should be promptly repaired, removed or replaced.
- If the neighborhood association is no longer active or has disbanded, the PNP sign must be removed.
- Failure to comply with these guidelines may result in the removal of the association's signs by the City of Phoenix.

## Contact Information

- **Police Department** at (602) 495-0440 for more information about the Phoenix Neighborhood Patrol program.
- **Street Transportation Department** at (602) 262-4659 for questions regarding the placement and approved hardware for metal PNP signs.