DEPARTMENT OF PUBLIC WORKS
CITY OF VALLJEO

October 25, 2010

TO: (Public Works)- John Cerini, Edd Alberto, Sam Kumar, Tami Hansen
(Planning)- Michelle Hightower, Bill Tuikka
(Fighting Back)- Bob Sampayan

FROM: Marcus Adams, Associate Planner

SUBJECT: FINAL DRAFT - Policy for Installation of Neighborhood Watch Program Signs

The following outlines the policy for the Public Works Department to install Neighborhood Watch Program Signs as jointly established by the City of Vallejo Public Works Department in coordination with the Planning Division and Fighting Back Partnership (FBP).

1. Community establishes an official Neighborhood Watch Program (NWP). (Neighborhood Watch Program Information can be found on FBP's website at: www.fight-back.org/programs/neighborhood-watch.php)
2. Community representative shall contact the Crime Prevention Specialist at FBP, (707) 648-5230. The community representative should also contact the Planning Division to determine if there is an established neighborhood group or organization within the proposed NWP boundary. If so, the community representative shall inform the neighborhood group/organization of their proposal.
3. Community will work with FBP to establish a boundary map for their NWP.
4. FBP will determine the major access points entering the NWP boundaries and determine the number of signs and locations to be posted.
    a. The number of signs to be posted is dependent upon the size of the NWP boundaries and access points, no more than ten (10) signs will be permitted at the boundaries to the NWP.
    b. If there are parks located within the boundaries of a NWP, one (1) sign may be posted on each adjacent street to the park to be installed mid block.
5. All signs must be purchased by the community and delivered to FBP.
6. All signs must be one of three designated by the National Neighborhood Watch Institute (see attached). Signs shall be reflective, aluminum, 12"x18" or 18"x24", and state, "ALL SUSPICIOUS PERSONS AND ACTIVITIES ARE IMMEDIATELY REPORTED TO OUR POLICE

DEPARTMENT"; sign cannot make reference to private security companies or note any phone numbers to contact.

7. Signs must be mounted to existing street lights that do not have conflicting traffic control signs.
    a. Signs may be mounted to fences on private property or placed behind the public right-of-way.
    b. NWP stickers are encouraged to be placed on property windows.
8. If no street light is available, signs may be installed on new sign posts as determined by the Traffic Engineer; placement of signs and sign posts are not to obstruct driver sight distance.
9. Community must fund the cost of new sign post and foundation, and provide to FBP in writing permission of the property owner to install a new sign post in the front or side of their property.
10. FBP will provide to the Planning Division the attached form, necessary payments, and signs. Once received and reviewed, the Planning Division will forward the information to the Traffic Engineer and upon approval; Public Works Department will proceed with installation of NWP signs.
11. The main purpose of the Planning Division review will be to avoid sign clutter and to ensure appropriate sign location.

Attachments:

NNWI street signs
Neighborhood Watch Program Sign Installation Request Form

REQUEST FOR:
NEIGHBORHOOD WATCH PROGRAM
SIGN INSTALLATION

Name of Neighborhood: _____

Contact Information for Community Representative:
Name: _____
Address: _____
Phone: _____ **Email:** _____

Boundary Map Attached	Yes☐	No☐
Total Number of Signs Requested		
Total Number of New Sign Posts Requested		
Property Owner Permission for All New Sign Posts Attached	Yes☐	No☐

Sign Locations:

Street Name	Cross Street	Street Light #	New Post

NWP Signs Delivered Yes☐ No☐

Comments:

Departmental Approvals:

Fighting Back Partnership ☐ Planning Division ☐ Traffic Engineer ☐

Public Works ☐

REFLECTIVE STREET WARNING SIGNS

3M Engineering Grade Reflective Coating with Transparent Inks.
3M 1160 Graffiti Protection Available

CHANGE AGENCY POLICE

Masked Bad Guy- Police

Enlarge

MPSLR (Large)
Reflective Masked Bad Guy , Police, Large Aluminum Sign
Size 18" x 24"

1 to 3	4 to 14	15 to 45	46 to 149	150+
$35.00	**$34.00**	**$32.00**	**$31.00**	**$30.00**
Prices are per sign.				

Add to cart

For Customizing add $150.00 per color. Call to place order.

MPSMR (Medium)
Reflective Masked Bad Guy , Police, Medium Aluminum Sign
Size 12" x 18"

1 to 3	4 to 14	15 to 45	46 to 149	150+
$27.50	**$26.50**	**$25.50**	**$24.00**	**$22.50**
Prices are per sign.				

Add to cart

For Customizing add $130.00 per color. Call to place order.

MPSSR (Small)
Reflective Masked Bad Guy , Police, Small Aluminum Sign
Size 9" x 12"

1 to 3	4 to 14	15 to 45	46 to 149	150+
$18.50	**$17.50**	**$17.00**	**$16.00**	**$15.50**
Prices are per sign.				

Add to cart

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Boris the Burglar[SM]- Police

Enlarge

BPSLR (Large)
Reflective Boris the Burglar[SM], Police, Large Aluminum Sign
Size 18" x 24"

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Blue Eye - Police

Enlarge

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Reflective Blue Eye, Police, Large Aluminum Sign
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