



**Town of Atlantic Beach
Town Council Work Session Meeting Agenda
125 West Fort Macon Road
and via Zoom
Monday, March 9, 2026 – 9:00 am**

Call to Order

Mayor Navey

Approval of Agenda

1. TDA Sign Installation and Maintenance Agreement (wayfinding and welcome signage)
Jim Browder, Crystal Coast Tourism Development
2. Adverse Weather Personnel Resolution Amendment
3. Weapons Policy Amendments to Personnel Resolution and Town Ordinance
4. Closed Session pursuant to N.C.G.S. 143-318.11(a)(5) to establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property located at 801 and 803 AB Causeway

Adjourn

P. O. Box 10
125 West Fort Macon Road
Atlantic Beach, NC 28512



Phone: (252) 726-2121
Fax: (252) 726-5115

MEMORANDUM

TO: Mayor and Council
FROM: John O'Daniel, Town Manager
DATE: March 9, 2026
SUBJECT: TDA Sign Install & Maintenance Agreement (wayfinding and welcome signage)

Jim Browder, Crystal Coast Tourism Development

Mayor and Council,

When this was proposed, our main focus was the large welcome sign at the bridge abutment, which is something that Council has been interested in for several years.

Concerns staff have with the proposal.

- The fonts and colors do not match the Town's style guide (attached) that we use for our signage on the beach strand. If the TDA designs are used along the highway, it will not match and could lead to confusion.
- We need to assess which locations they will be advertising from on the main roads. For example, they currently have Anchorage, a private marina, listed, but not all of the public town boat ramps. (We need to review these locations and determine what qualifications we want to determine which locations are advertised, ex: parking)
- These new signs are proposed to replace the traditional DOT brown signage and traditional CAMA signage for information. Are we ready for this change when people have been taught to look for the brown signage for years?
- We need to clarify what it means by only having one "welcome sign." Would we have to remove the current green DOT welcome sign? There would likely be pushback if that means removing the "Sea Turtle Sanctuary", "Home of the AB King Mackerel Fishing Tournament," and "Home of the AB Shag Hall of Fame" from the green welcome signage.

Jim Browder will present and answer any questions at the work session, so Council will be prepared to consider approval of the Contract at the March 23 regular meeting.

John O'Daniel



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CRYSTAL COAST N.C.

Wayfinding & Gateway Design Concepts

Prepared by: M. Campitiello / 06.02.25

This county-wide wayfinding signage program has been initiated and will be executed by the Crystal Coast Tourism Development Authority. By placing the Crystal Coast logo on all signs, it will unify our towns/communities as a collective destination, strengthening our branding and marketing effectiveness.

While the intent of the program is a branding initiative, there are significant benefits to our communities, local businesses and residents:

- Boosting economic impact/growth by introducing and directing visitors to nearby towns.
- Directs visitors in a manner that minimizes stress and reduces traffic flow by decreasing backtracking and wrong turns.
- Improves the visitor experience by providing a positive, user-friendly experience.
- Provides towns with an opportunity to reduce sign clutter, offering a clean consistent look and feel. (This is a NCDOT initiative as well)

Current Status

- The program is fully funded by the Crystal Coast Tourism Development Authority, inclusive of annual budgeting for damage, wear and replacement.
- The designs, materials and construction have received full approval of the NCDOT
- Beach Access sign replacement has approval of CAMA

Project Inspiration

Laidback charm. Timeless coastal character.

The inspiration for the Crystal Coast sign family draws deeply from the region's laidback charm and timeless coastal character. Gentle, rolling wave motifs evoke the easy rhythm of life along North Carolina's southern shores, while the overall design reflects the unpretentious elegance of a classic coastal town. At the heart of this sign family is a strong commitment to foregrounding the Crystal Coast brand—bringing visual unity to the county and reinforcing a shared regional identity. The materials and palette strike a balance between rustic authenticity and refined simplicity, with weathered wood textures complemented by crisp, bright pops of blue that mirror the coastal sky and sea. Rope detailing adds a familiar, nautical accent, lending a traditional coastal touch that feels both nostalgic and fresh.



CRYSTAL COAST N.C.



NOTES:

Aluminum sign cabinet clad in woodgrain HPL panels. Dimensional aluminum text. Aluminum plate dimensional waves. Aluminum sign base and concrete pad.

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Scale: 1/2" = 1'

Client Name: Crystal Coast N.C.

Project Name: Wayfinding Design Intent

Project Number: ---

Drawn By		Checked By	
M.CAMPITIELLO		----	
Date Created		Sheet Title	
4-14-25		---	
Revision Dates		Sheet Number	
4-22-2025	6-11-2025	1	
5-2-2025			
5-8-2025			
6-2-2025			



Beaches Gateway



NOTES:

Side view to be consistent with county gateway sign type.

Aluminum sign cabinet clad in woodgrain HPL panels. Dimensional aluminum text. Aluminum plate dimensional waves. Aluminum sign base and concrete pad.

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M.CAMPITIELLO		-----
Date Created		Sheet Title
4-14-25		----
Revision Dates		
4-22-2025	6-11-2025	Sheet Number 2
5-2-2025		
5-8-2025		
6-2-2025		



Town Gateway



NOTES:

Aluminum sign cabinet clad in woodgrain HPL panels. Dimensional aluminum text. Aluminum plate dimensional waves. Aluminum sign base and concrete pad.

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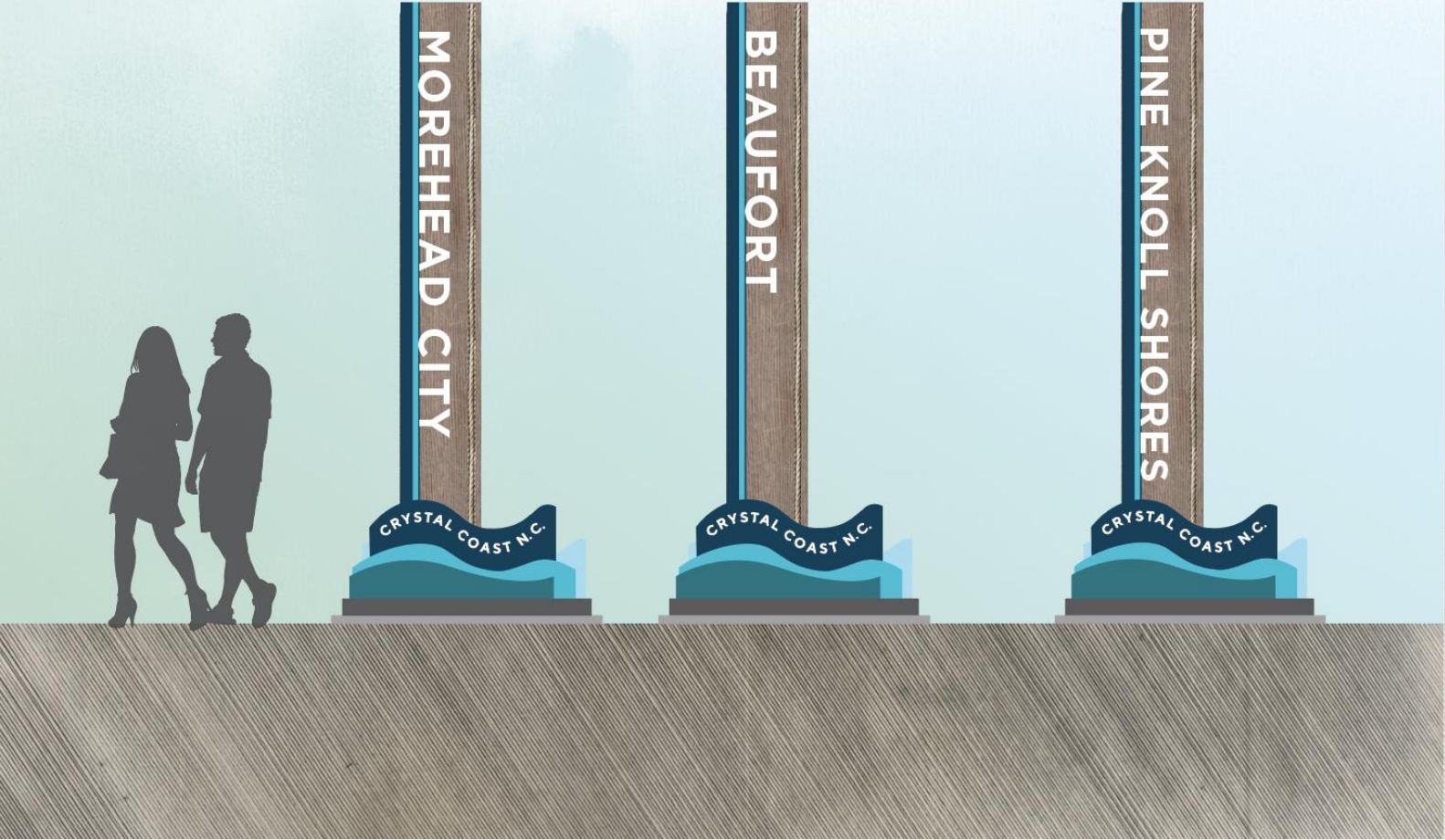
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M.CAMPITIELLO		-----	
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Revision Dates		Sheet Number 3	
4-22-2025	6-11-2025		
5-2-2025			
5-8-2025			
6-2-2025			

Town Gateway



NOTES:



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Date Created	Sheet Title
4-14-25	---
Revision Dates	
4-22-2025	6-11-2025
5-2-2025	
5-8-2025	
6-2-2025	

Sheet Number

4

Wayfinding



NOTES:

Wooden sign post with aluminum base guard and decorative rope elements. Sign panels consist of reflective vinyl applied to painted aluminum panels, secured with lags into the sides of wooden post.

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MCAMPITIELLO		----	
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Revision Dates		Sheet Number	
4-22-2025	6-11-2025	5	
5-2-2025			
5-8-2025			
6-2-2025			

Design Intent



NOTES:

Wooden sign post with aluminum base guard and decorative rope elements. Sign panels consist of reflective vinyl applied to painted aluminum panels, secured with lags into the sides of wooden post.

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Scale: 1/2" = 1'

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Date Created		Sheet Title	
4-14-25		---	
Revision Dates			
4-22-2025	6-11-2025	Sheet Number	
5-2-2025			
5-8-2025			
6-2-2025			

Mile Markers



NOTES:

Wooden sign post with aluminum base guard and decorative rope elements. Sign panel consists of reflective vinyl applied to painted aluminum u-channel, secured with lags into the sides of wooden post.

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Scale: 1/2" = 1'

Client Name: Crystal Coast N.C.

Project Name: Wayfinding Design Intent

Project Number: ---

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M.CAMPITIELLO		-----	
Date Created		Sheet Title	
4-14-25		---	
Revision Dates			
4-22-2025	6-11-2025	Sheet Number	
5-2-2025			
5-8-2025			
6-2-2025			

Beach Access



NOTES:

Wooden sign post with aluminum base guard and decorative rope elements. Sign panels consist of reflective vinyl applied to painted aluminum panels, secured with lags into the sides of wooden post.

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Scale: 1/2" = 1'

Client Name: Crystal Coast N.C.

Project Name: Wayfinding Design Intent

Project Number: ---

Drawn By		Checked By	
M.CAMPITIELLO		-----	
Date Created		Sheet Title	
4-14-25		---	
Revision Dates		Sheet Number 8	
4-22-2025	6-11-2025		
5-2-2025			
5-8-2025			
6-2-2025			

Marina/Boat Ramp



NOTES:

Wooden sign post with aluminum base guard and decorative rope elements. Sign panels consist of reflective vinyl applied to painted aluminum panels, secured with lags into the sides of wooden post.

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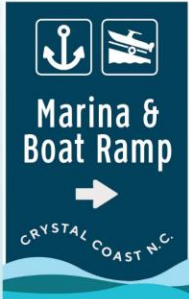
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Date Created	Sheet Title
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Revision Dates	Sheet Number
4-22-2025	9
5-2-2025	
5-8-2025	
6-2-2025	



Campground



NOTES:

Wooden sign post with aluminum base guard and decorative rope elements. Sign panels consist of reflective vinyl applied to painted aluminum panels, secured with lags into the sides of wooden post.

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4-22-2025	10
5-2-2025	
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6-2-2025	

Materials Strategy



Wood & Composite Integration

The sign family prominently features both real wood and composite wood elements, chosen for their durability, natural beauty, and ability to withstand the coastal environment. All structural sign poles will be constructed from cedar or cypress wood beams. These posts will be substantial in size - ranging from 6" to 8" square—providing both visual presence and long-term resilience. These species are naturally resistant to decay, making them ideal for exterior use. Depending on the desired aesthetic, these posts can be stained and treated to preserve their signature hues, or allowed to age naturally into a weathered gray, evoking the character of sun-faded dock timbers.

For broader applications, such as sign faces or coverage areas requiring large surface spans, we will use composite wood in the form of High Pressure Laminate (HPL) panels. These panels are composed of multiple layers of wood fiber embedded in phenolic resin, resulting in a highly durable, graffiti-resistant material that performs exceptionally well in outdoor conditions. Unlike natural wood planks, which are more prone to warping and aging due to their thin profile and wide surface area. HPL panels maintain their form and finish.

The final finish for all posts, as well as the wood grain selection for the HPL panels, will be determined with input from the Crystal Coast TDA Board. The goal is to achieve a coordinated appearance across all signage while maintaining material integrity. To that end, no individual sign will feature both natural wood posts and HPL panels in the same structure. This ensures visual consistency by avoiding slight mismatches in wood grain or tone between real and composite materials.

Crystal Coast Tourism Development Authority Wayfinding Program FAQ's

Why does the area need better signage?

The Crystal Coast (Carteret County) is one of the longest counties in North Carolina, this presents challenges for visitors in that they will spend a week or more visiting a specific area, such as Emerald Isle or Atlantic Beach, and be completely unaware that they are visiting the Crystal Coast, and unaware that towns such as Harkers Island, Newport, Cape Carteret and others are within their reach for exploration. In many cases, visitors are missing out on the complete Crystal Coast experience. This is a lost opportunity for us to capture additional revenues to grow our tourism-related economic impact.

What are the goals of the program?

There are three equally distinct goals and objectives of the program –

- 1) As a marketing initiative, the program will strengthen our brand and advertising effectiveness; as noted, many visitors leave after an exceptional stay, and are unaware that they were at the Crystal Coast. This program will provide valuable awareness that will reflect and expand our ongoing advertising efforts outside of our County by strengthening the Crystal Coast brand.
- 2) Through design, the new signage system will introduce our destination and towns in a manner that maintains an individual and collective “Sense of Place,” yet will invite repeat visitation by increasing awareness of the depth of our destination.
- 3) Presenting an awareness of nearby towns and attractions will enhance visitor satisfaction by providing easy navigation routes and increase economic impact by moving visitors throughout the County.

What types of signs are included in the program?

There are plans for five Gateway signs welcoming visitors to the Crystal Coast at major entry points to the County. Two additional Gateway signs are planned at the bridges to the beach towns. Eleven towns would have vertical Gateway signs at their entry points. Sixty destination signs are planned throughout the county. On Bogue Banks, the mile markers and beach access signs would be replaced with clear, colorful signs for consistency. As an extended part of the program, phase two, there are plans for markers at the marinas, boat launches, and campgrounds.

Also included in the program are complementary replacement signs for both Crystal Coast Visitor Centers.

How is the program funded?

The Crystal Coast Tourism Development Authority will dedicate approximately \$1.2 million for the design, fabrication, and installation of the complete wayfinding signage program as a brand awareness and advertising initiative. As a marketing initiative, it presents an allowable use of the Occupancy Tax Collections. Additionally, there will be an annual budget for the replacement and repair of any signs that are in disrepair. There will be no cost to the County, Towns, or residents of Carteret County.

Who designed the program?

The Crystal Coast Tourism Development Authority (CCTDA) Board of Directors and organization staff selected Charlotte-based ACSM, Inc. for design, fabrication, location planning, and installation of the wayfinding signs. ACSM was selected following a review of many proposals garnered from a public Request for Qualifications and Pricing. The CCTDA Board of Directors interviewed the qualifying firms and selected ACSM, Inc. for the project.

How are the sites/attractions/destinations selected for the signs?

Due to the extensive length of our County, towns were selected as our primary listings with a maximum of three listings per destination sign. Our second objective was to list primary attractions and sites based on the volume of visitors. We felt this was a critical component to assist with decreasing traffic congestion by reducing visitors' search time for destinations and parking.

Can the information on a sign be edited or changed?

The sign faces are constructed of an aluminum panel covered with NCDOT-required reflective coating; this, in addition to other technical construction requirements, does not allow for changes or edits. To make a change to a sign, a new panel must be constructed from start to finish.

How was the design determined?

The Crystal Coast logo was designed based on the common thread of all Carteret County towns, all are on the water. Our "Shaped by Water" message is incorporated into our logo and, conversely, into the wayfinding signage. To comply with North Carolina laws that apply to the use of CCTDA funds, all signs must represent the Crystal Coast brand. CCTDA brand guidelines have specific color palettes that are used in our advertising and are incorporated into the signs. Following our brand guidelines, ACSM's design team created multiple concepts, which were reviewed by the CCTDA Board of Directors, resulting in a final design selection approved by the Board.

Can a town request design or color changes to the signs?

The signs must remain consistent throughout the County to meet the brand guidelines for funding. The location placement of all signs will be on County/State roads and is not intended to interfere with or be a substitute for individual town wayfinding signs. Additionally, for visitor convenience and recognition, all signs must have a common look and feel.

How is the size of the signs determined?

All of the signs are placed on Carteret County roads managed by the North Carolina Department of Transportation (NCDOT). ACSM, Inc., is tasked with achieving full compliance of the standards set by the Manual on Uniform Traffic Control Devices (MUTCD). MUTCD defines the standards used by road managers nationwide to install signage on roads and highways open to public traffic. The MUTCD Manual defines font type, size, signage size, placement location, as well as the number of listings. ACSM is tasked with ensuring that we meet all expectations and secure approval from the NCDOT.

For additional information, please contact Jim Browder, Executive Director, Crystal Coast Tourism Development Authority, jim@crystalcoastnc.org, or 252-726-8148

SIGN INSTALLATION AND MAINTENANCE AGREEMENT

This Sign Installation and Maintenance Agreement (the "Agreement") is made and entered into as of this _____ day of _____, 20____ (the "Effective Date"), by and between the Crystal Coast Tourism Development Authority ("TDA"), and the Town of Atlantic Beach (the "Municipality"). TDA and the Municipality are each referred to herein as a "Party" and collectively as the "Parties."

WHEREAS, TDA is in the business of promoting tourism in Carteret County, North Carolina, and the surrounding areas;

WHEREAS, TDA desires to install and maintain tourism-related and directional signage within the Municipality's jurisdiction;

WHEREAS, the Municipality has entered into a separate encroachment agreement with the North Carolina Department of Transportation (the "DOT") dated _____, 20____ (the "DOT Agreement"), which allows the Municipality to encroach upon and access the DOT right-of-way identified therein (the "Right-of-Way"), a copy of which is attached hereto as Exhibit A and incorporated herein by reference; and

WHEREAS, the Parties desire to enter into this Agreement to set forth their respective rights and obligations with respect to the installation and maintenance of tourism-related signage within the Right-of-Way.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Grant of Rights by Municipality.

a. The Municipality hereby grants TDA the right to:

- i. Install, maintain, repair, and replace the Signs (as defined herein) upon the Right-of-Way;
- ii. Access the Right-of-Way for the purpose of installing, maintaining, repairing, and replacing the Signs, subject to the terms and conditions of the DOT Agreement; and
- iii. Exercise all rights granted to the Municipality under the DOT Agreement with respect to the Signs.

b. Limitation on Grant of Rights. Nothing in this Agreement shall be construed to grant TDA any rights or interests in the Right-of-Way beyond those expressly granted to the Municipality under the DOT Agreement.

2. Sign Installation and Maintenance.

a. TDA shall be responsible for the design, fabrication, and installation of the following signs in the Right-of-Way (the "Signs"): (check as applicable)

- i. County Gateway Sign(s) ☐
- ii. Town/ City Gateway Sign(s) ☐

- iii. Beach Access Sign(s) ☐
- iv. Marina Access Sign(s) ☐
- v. Boat Ramp Access Sign(s) ☐
- vi. Campground Access Sign(s) ☐

b. TDA shall comply with all terms, conditions, and obligations imposed on the Municipality under the DOT Agreement with respect to the Signs.

c. TDA shall be responsible for the maintenance, repair, relocation, and replacement of the Signs throughout the term of this Agreement and the DOT Agreement.

d. Upon expiration or sooner termination of this Agreement, TDA shall, at its sole cost and expense, remove the Signs and any related equipment from the Property and shall restore the Property to the condition it existed prior to this Agreement.

3. Municipality Obligations.

a. The Municipality shall maintain the DOT Agreement in full force and effect throughout the term of this Agreement and shall not terminate, amend, or modify the DOT Agreement in any manner that would adversely affect TDA's rights under this Agreement without TDA's prior written consent.

b. The Municipality shall cooperate with TDA in connection with TDA's performance of its obligations under this Agreement and the DOT Agreement.

c. The Municipality shall not interfere with TDA's exercise of the rights granted under this Agreement, provided that TDA complies with the terms and conditions of this Agreement and the DOT Agreement.

4. Ownership of Signs. Unless otherwise stated in the DOT Agreement or required by law, the Signs shall be owned by TDA.

5. Costs and Expenses. TDA shall be responsible for all costs and expenses associated with the design, fabrication, installation, maintenance, repair, and replacement of the Signs.

6. Insurance. TDA shall maintain, at its own expense, insurance coverage as required by the DOT Agreement and as otherwise reasonably necessary to protect against claims, demands, actions, suits, damages, liabilities, losses, settlements, judgments, costs, and expenses arising out of or relating to this Agreement.

7. Term. The term of this Agreement shall commence on the Effective Date and shall terminate upon the expiration or termination of the DOT Agreement.

8. Indemnification. Municipality and TDA agree that each Party shall indemnify, defend, and hold harmless the other and its officers, elected officials, employees, and agents while acting within the scope of their employment, from all claims, liabilities, costs, attorney's fees, and expenses of any kind, type or nature whatsoever arising out of or in any way relating to the obligations associated with this Agreement caused by or resulting from each Party's own grossly negligent acts or omissions.

9. Entire Agreement. This Agreement, together with the DOT Agreement and all exhibits attached hereto, constitutes the entire agreement between the Parties with respect to the subject

matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, relating to such subject matter.

10. Severability. If any provision of this Agreement is held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

11. Assignment. Neither Party may assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other Party, which consent shall not be unreasonably withheld, conditioned, or delayed.

12. Relationship of the Parties. Nothing in this Agreement shall be construed to create a partnership, joint venture, or agency relationship between the Parties. Neither Party shall have the authority to bind the other Party or to incur any obligation on behalf of the other Party without the other Party's prior written consent.

13. Force Majeure. Neither Party shall be liable for any failure or delay in the performance of its obligations under this Agreement to the extent such failure or delay is caused by circumstances beyond its reasonable control, including but not limited to acts of God, natural disasters, war, terrorism, riots, civil unrest, government actions, or labor disputes; provided, however, that the affected Party uses reasonable efforts to mitigate the effects of such circumstances.

14. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina, without giving effect to any choice or conflict of law provision or rule.

15. Memorandum of Agreement for Recording. At the request of either Party, Municipality and TDA shall execute a memorandum of this Agreement for recording in the public records at the requesting Party's sole cost and expense. The memorandum shall set forth the Parties, provide a description of the location of the Signs, specify the term, and incorporate this Agreement by reference.

16. Notices. All notices herein provided to be given, or which may be given by either Party to the other, shall be deemed to have been fully given when made in writing and deposited in the United States mail, certified and postage prepaid and addressed as follows:

To Municipality:

To TDA:

Crystal Coast Tourism Development Authority
Attn: Executive Director
3409 Arendell Street
Morehead City, North Carolina 28557

Nothing contained herein shall preclude the giving of such notice by personal service. The address to which notices shall be mailed as stated to either Party may be changed by written notice.

IN WITNESS WHEREOF the Parties have executed this Agreement as of the Effective Date.

TDA:

CRYSTAL COAST TOURISM DEVELOPMENT AUTHORITY

By:

_____(SEAL)

Printed Name: _____

Title: _____

STATE OF NORTH CAROLINA
COUNTY OF CARTERET

I, _____, a Notary Public, do hereby certify that _____, as _____ of the Crystal Coast Tourism Development Authority, personally appeared before me this day and acknowledged the due execution of the foregoing instrument by authority of the Board of Directors of the Crystal Coast Tourism Development Authority.

Witness my hand and notarial seal this the _____ day of _____, 2025.

Notary Public

Printed Name of Notary Public

My Commission Expires: _____

(Seal)

MUNICIPALITY:

By:

[NAME AND TITLE]

STATE OF NORTH CAROLINA

COUNTY OF _____

I, _____, a Notary Public, do hereby certify that _____
_____, as _____ of _____,
personally appeared before me this day and acknowledged the due execution of the foregoing
instrument by authority of the _____
[MUNICIPALITY'S AUTHORIZING ENTITY].

Witness my hand and notarial seal this the _____ day of _____, 2025.

Notary Public

Printed Name of Notary Public

My Commission Expires: _____

(Seal)

EXHIBIT A
DOT AGREEMENT

ROUTE 58

PROJECT

Crystal Coast TDA Wayfinding

COUNTY OF

STATE OF NORTH CAROLINA
Carteret

DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY ENCROACHMENT AGREEMENT

PRIMARY AND SECONDARY HIGHWAYS

-AND-

Town of Atlantic Beach, NC

THIS AGREEMENT, made and entered into this the ____ day of _____, 20 25 by and between the Department of Transportation, party of the first part; and Town of Atlantic Beach, NC

_____, party of the second part,

WITNESSETH

THAT WHEREAS, the party of the second part desires to encroach on the right of way of the public road designated as Route(s) 58, located throughout Atlantic Beach (see attached location plans)

with the construction and/or erection of: branded beach access, marina, and boat ramp wayfinding signage (see attached plans)

WHEREAS, it is to the material advantage of the party of the second part to effect this encroachment, and the party of the first part in the exercise of authority conferred upon it by statute, is willing to permit the encroachment within the limits of the right of way as indicated, subject to the conditions of this agreement;

NOW, THEREFORE, IT IS AGREED that the party of the first part hereby grants to the party of the second part the right and privilege to make this encroachment as shown on attached plan sheet(s), specifications and special provisions which are made a part hereof upon the following conditions, to wit:

That the installation, operation, and maintenance of the above described facility will be accomplished in accordance with the party of the first part's latest UTILITIES ACCOMMODATIONS MANUAL, and such revisions and amendments thereto as may be in effect at the date of this agreement. Information as to these policies and procedures may be obtained from the Division Engineer or State Utilities Manager of the party of the first part.

That the said party of the second part binds and obligates himself to install and maintain the encroaching facility in such safe and proper condition that it will not interfere with or endanger travel upon said highway, nor obstruct nor interfere with the proper maintenance thereof, to reimburse the party of the first part for the cost incurred for any repairs or maintenance to its roadways and structures necessary due to the installation and existence of the facilities of the party of the second part, and if at any time the party of the first part shall require the removal of or changes in the location of the said facilities, that the said party of the second part binds himself, his successors and assigns, to promptly remove or alter the said facilities, in order to conform to the said requirement, without any cost to the party of the first part.

That the party of the second part agrees to provide during construction and any subsequent maintenance proper signs, signal lights, flagmen and other warning devices for the protection of traffic in conformance with the latest Manual on Uniform Traffic Control Devices for Streets and Highways and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the Division Engineer of the party of the first part.

That the party of the second part hereby agrees to indemnify and save harmless the party of the first part from all damages and claims for damage that may arise by reason of the installation and maintenance of this encroachment.

That the party of the second part agrees to restore all areas disturbed during installation and maintenance to the satisfaction of the Division Engineer of the party of the first part. The party of the second part agrees to exercise every reasonable precaution during construction and maintenance to prevent eroding of soil; silting or pollution of rivers, streams, lakes, reservoirs, other water impoundments, ground surfaces or other property; or pollution of the air. There shall be compliance with applicable rules and regulations of the North Carolina Division of Environmental Management, North Carolina Sedimentation Control Commission, and with ordinances and regulations of various counties, municipalities and other official agencies relating to pollution prevention and control. When any installation or maintenance operation disturbs the ground surface and existing ground cover, the party of the second part agrees to remove and replace the sod or otherwise reestablish the grass cover to meet the satisfaction of the Division Engineer of the party of the first part.

That the party of the second part agrees to assume the actual cost of any inspection of the work considered to be necessary by the Division Engineer of the party of the first part.

That the party of the second part agrees to have available at the construction site, at all times during construction, a copy of this agreement showing evidence of approval by the party of the first part. The party of the first part reserves the right to stop all work unless evidence of approval can be shown.

Provided the work contained in this agreement is being performed on a completed highway open to traffic; the party of the second part agrees to give written notice to the Division Engineer of the party of the first part when all work contained herein has been completed. Unless specifically requested by the party of the first part, written notice of completion of work on highway projects under construction will not be required.

That in the case of noncompliance with the terms of this agreement by the party of the second part, the party of the first part reserves the right to stop all work until the facility has been brought into compliance or removed from the right of way at no cost to the party of the first part.

That it is agreed by both parties that this agreement shall become void if actual construction of the work contemplated herein is not begun within one (1) year from the date of authorization by the party of the first part unless written waiver is secured by the party of the second part from the party of the first part.

During the performance of this contract, the second party, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

- a. Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U. S. Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- b. Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials

and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

- c. **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- d. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the Department of Transportation, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- e. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to,
 - (1) withholding of payments to the contractor under the contract until the contractor complies, and/or
 - (2) cancellation, termination or suspension of the contract, in whole or in part.
- f. **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs "a" through "f" in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Department of Transportation to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

R/W (161) : Party of the Second Part certifies that this agreement is true and accurate copy of the form R/W (161) incorporating all revisions to date.

IN WITNESS WHEREOF, each of the parties to this agreement has caused the same to be executed the day and year first above written.

DEPARTMENT OF TRANSPORTATION

BY: J. Dwayne Smith
DIVISION ENGINEER

ATTEST OR WITNESS:

Second Party

INSTRUCTIONS

When the applicant is a corporation or a municipality, this agreement must have the corporate seal and be attested by the corporation secretary or by the empowered city official, unless a waiver of corporate seal and attestation by the secretary or by the empowered City official is on file in the Raleigh office of the State Utilities Manager. In the space provided in this agreement for execution, the name of the corporation or municipality shall be typed above the name, and title of all persons signing the agreement should be typed directly below their signature.

When the applicant is not a corporation, then his signature must be witnessed by one person. The address should be included in this agreement and the names of all persons signing the agreement should be typed directly below their signature.

This agreement must be accompanied, in the form of an attachment, by plans or drawings showing the following applicable information:

1. All roadways and ramps.
2. Right of way lines and where applicable, the control of access lines.
3. Location of the existing and/or proposed encroachment.
4. Length, size and type of encroachment.
5. Method of installation.
6. Dimensions showing the distance from the encroachment to edge of pavement, shoulders, etc.
7. Location by highway survey station number. If station number cannot be obtained, location should be shown by distance from some identifiable point, such as a bridge, road, intersection, etc. (To assist in preparation of the encroachment plan, the Department's roadway plans may be seen at the various Highway Division Offices, or at the Raleigh office.)
8. Drainage structures or bridges if affected by encroachment (show vertical and horizontal dimensions from encroachment to nearest part of structure).
9. Method of attachment to drainage structures or bridges.
10. Manhole design.
11. On underground utilities, the depth of bury under all traveled lanes, shoulders, ditches, sidewalks, etc.
12. Length, size and type of encasement where required.
13. On underground crossings, notation as to method of crossing - boring and jacking, open cut, etc.
14. Location of vents.

GENERAL REQUIREMENTS

1. Any attachment to a bridge or other drainage structure must be approved by the State Utilities Manager in Raleigh prior to submission of encroachment agreement to the Division Engineer.
2. All crossings should be as near as possible normal to the centerline of the highway.
3. Minimum vertical clearances of overhead wires and cables above all roadways must conform to clearances set out in the National Electric Safety Code.
4. Encasements shall extend from ditch line to ditch line in cut sections and 5' beyond toe of slopes in fill sections.
5. All vents should be extended to the right of way line or as otherwise required by the Department.
6. All pipe encasements as to material and strength shall meet the standards and specifications of the Department.
7. Any special provisions or specifications as to the performance of the work or the method of construction that may be required by the Department must be shown on a separate sheet attached to encroachment agreement provided that such information cannot be shown on plans or drawings.
8. The Department's Division Engineer should be given notice by the applicant prior to actual starting of installation included in this agreement.



CRYSTAL COAST, NC

Carteret County Wayfinding System

Message Schedule & Sign Locations

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**Atlantic Beach DOT Packet Submittal - Beach Access , Marina,
and Boat Ramp**

11/7/25

Managed by ACSM Design + Build / Charlotte, NC / 113 Freeland Lane / Charlotte NC / acsminc.com / 704.910.0243



NOTES:

Input any notes...

Clearview Highway

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890

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Client Name: Crystal Coast NC		
Project Name: Wayfinding Sign Program		
Project Number:		
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D.HOLLAND		
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11-07-2025		
Revision Dates		
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MM-DD-2025	MM-DD-2025	

MATERIAL CONFORMITY (3M SERIES 3930) AND (3M SERIES 4000)



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MM-DD-2025			MM-DD-2025
MM-DD-2025	MM-DD-2025	Sheet Number 3	

3M Traffic Safety Division
3M Center, 235-3W-052
St. Paul, MN 55144



March 27, 2018

CERTIFICATE OF CONFORMANCE

This is to certify that the material described herein, complies with all requirements of the regulation identified below:

MATERIAL¹

3M™ High Intensity Prismatic Reflective Sheeting Series 3930

3930 White
3931 Yellow
3932 Red
3935 Blue
3937 Green
3939 Brown

REGULATION:

- A STM D 4956-17, Type III and Type IV sheetings, Class 1 Adhesive

ThanhHuong Do

Thanh-Huong T. Do
Quality Engineering Specialist
3M Traffic Safety Division
3M Center, 235-3W-52 | St. Paul, MN 55144.
Office: 651 733 2419 | Fax: 651 575 3055

¹ This certification is based upon historical results obtained on materials representative of those listed

3M Transportation Safety Division
3M Center, 235-3W-
St. Paul, MN 55144



April 20, 2018

CERTIFICATE OF CONFORMANCE

This is to certify that the material described herein, conform with all requirements of the specifications identified below:

MATERIAL¹

3M™ Diamond Grade D G³ Reflective Sheeting 4000 Series

4090 White
4091 Yellow
4092 Red
4095 Blue
4097 Green
4099 Brown
4081 Fluorescent Yellow
4083 Fluorescent Yellow Green
4084 Fluorescent Orange

SPECIFICATIONS:

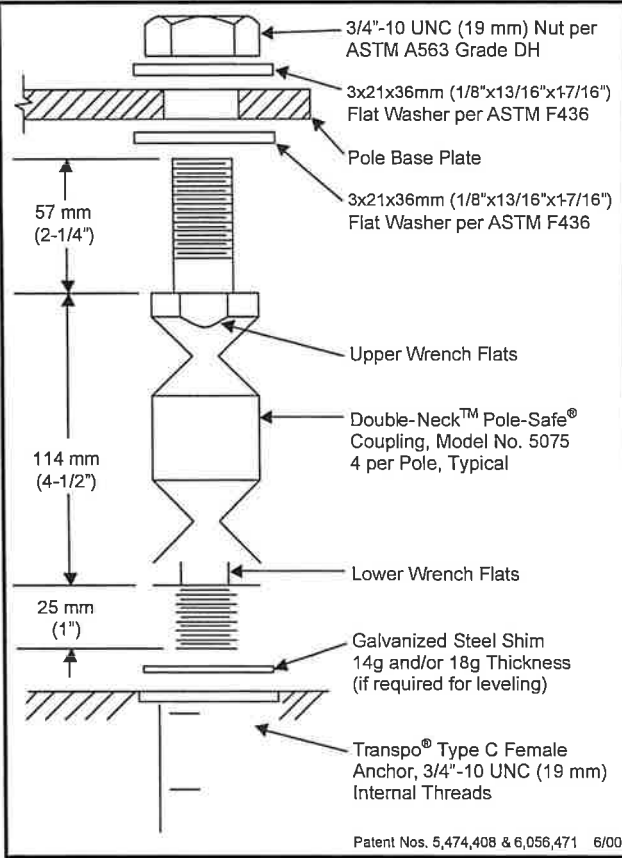
ASTM D 4956-17, Type XI sheeting, Class 1A adhesive
AASHTO M 268-15, Type D
STATE OF ALASKA STANDARDS SPECIFICATIONS FOR TRAFFIC CONTROL
ROAD, AND HIGHWAY, SECTION 710-2.01 & HIGHWAY CONSTRUCTION,
SECTION 730-2.03

ThanhHuong Do

Thanh-Huong T. Do
Quality Engineering Specialist
3M Transportation Safety Division
3M Center, 235-3W-52 | St. Paul, MN 55144.
Office: 651 733 2419 | Fax: 651 575 3055

¹ This certification is based upon historical results obtained on materials representative of those listed

BREAKAWAY "A" DETAIL



SPECIFICATIONS

Performance Criteria:

- 1. Double-Neck™ Pole-Safe® conforms to AASHTO "Standard Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals."
- 2. Double-Neck™ Pole-Safe® has been crash-tested and FHWA approved in accordance with the requirements of NCHRP Report 350, "Recommended Procedures for the Safety Performance Evaluation of Highway Features."
- 3. Maximum Allowable Pole Mass: Varies.

Physical Properties per Coupling:

- 1. Ultimate Tensile Strength = 131.0 kN (29.4 kips), minimum.
- 2. Tensile Yield Strength = 113.6 kN (25.5 kips), minimum.
- 3. Ultimate Restrained Shear Strength = 8.9 kN (2.0 kips), maximum.

Corrosion Protection:

- 1. All Double-Neck™ Pole-Safe® couplings, nuts, bolts, washers, and shims are galvanized after fabrication in accordance with ASTM A153.

Pole-Safe® Model No. 507 5
Breakaway Support System for Light Poles



20 Jones Street
New Rochelle, NY 10801
914-636-1000

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BREAKAWAY "A" CERTIFICATION (1 & 2 of 3)



U.S. Department
of Transportation
Federal Highway
Administration

409 Seventh St. S.W.
Washington, D.C. 20590

JAN 16 1997

Refer to: RNC-14

Mr. Arthur M. Dinitz
Transpo Industries, Inc.
20 Jones Street
New Rochelle, New York 10801-6024

Dear Mr. Dinitz:

This is in response to your December 12, 1996, letter to Mr. Gerald L. Eller requesting Federal Highway Administration's (FHWA) acceptance of your double neck Pole-Safe breakaway support couplings for light poles, call boxes, and small sign posts. Transmitted with your letter were a report and video of full-scale testing conducted by E-Tech Testing Services, static test reports from PSI/Pittsburgh Physical Testing, and drawings of the couplings.

Requirements for breakaway supports are those in the American Association of State Highway and Transportation Officials (AASHTO) Standard Specifications for Structural Supports for Highway Signs, Luminaires and Traffic Signals. We also recognize the testing and evaluation guidelines found in the National Cooperative Highway Research Report Number 350 Recommended Procedures for the Safety Performance Evaluation of Highway Features.

Drawings of the Series 4000 and 5000 Pole-Safe couplings are enclosed. The various coupling series and sizes are manufactured of proprietary "E.T.O. 150" steel. Dimensions and physical properties of the couplings are summarized in the following table:

Model	4062	4100*	4125	5062	5100*	5125
Coupling:						
Length	188.9 mm	227.0 mm	257.0 mm	184.1 mm	227.0 mm	254.0 mm
Neck Diam.	11.18 mm	16.51 mm	16.51 mm	11.17 mm	16.51 mm	16.51 mm
U.T.S.**	133.5 kN	267 kN	267 kN	133.5 kN	267 kN	267 kN
Yield Strength	89 kN	191 kN	191 kN	89 kN	191 kN	191 kN

2

Model	4062	4100*	4125	5062	5100*	5125
Anchor Bolt:						
Threads	External	External	External	Internal	Internal	Internal
Diameter	16 mm	25 mm	32 mm	16 mm	25 mm	32 mm
Diam. (English)	5/8 *	1 *	1 1/4 *	5/8 *	1 *	1 1/4 *

*Couplings used in tests. Because the neck diameter of the largest of the three couplings in both the 4000 and 5000 series is the same as that of the tested coupling, similar performance can be expected.

** Ultimate Tensile Strength of the coupling.

A summary of the crash testing is presented in the following table:

Test Number	03-8287-001	03-8287-002
Test Article - Model Number	4100	5100
Pole Mass	423 kg (1000 #)	423 kg (1000 #)
Pole Height	16.8 m (55 ft)	16.8 m (55 ft)
Vehicle Mass	829 kg (1826 #)	839 kg (1850 #)
Impact Speed	34.35 km/h (21.3 m/h)	101.56 km/h (63.11 m/h)
Occupant Impact Speed	4.35 m/s (14.37 ft/s)	3.27 m/s (10.73 ft/s)
Approximate Stub Height	54 mm (2 1/8 in)	25.4 mm (1 in) *

*Three couplings broke at the lower notch. The fourth broke at the upper wrench flat and was left nearly intact attached to the foundation. It was judged that the remaining coupling would not present a significant hazard.

The results of the tests meet the change-in-velocity and stub height criteria adopted by the FHWA. Therefore, Pole Safe Couplings Series 4000 and 5000, as noted in the table above, are acceptable for use on the National Highway System (NHS) within the range of conditions tested when requested by a State.

Our acceptance is limited to the breakaway characteristics of the couplings and does not cover their durability or structural performance. Presumably, you will supply potential users with sufficient information on design and installation requirements to ensure proper performance. We anticipate that the States will require certification from Transpo Industries that the hardware



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BREAKAWAY "A" CERTIFICATION (3 of 3)



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Input any notes.

3

furnished has essentially the same mechanical properties and geometry as those used in the crash testing, and that they will meet the FHWA change in velocity requirements.

The loading eccentricity in the reported fatigue test was not very significant in comparison to an eccentricity in excess of half the bearing diameter of the hold-down nut that will result from an out-of-plumb anchor bolt. However, because our review does not include the structural adequacy of your new couplings, the fatigue testing is not relevant to our review. Our reason for commenting on the eccentricity is to ensure that we will not be interpreted as having accepted the distance used. In addition we have offered no opinion on the relevance of the loading range used in the fatigue testing from minus 6.3 percent to 17.4 percent of the reported minimum yield strength of the couplings. We would also point out that the fatigue test report supplied did not contain adequate descriptions of the items tested.

The Pole-Safe couplings are a proprietary product. To be used in Federal-aid projects, except exempt, non-NHS projects: they (a) must be supplied through competitive bidding with equally suitable unpatented items; (b) the highway agency must certify that they are essential for synchronization with existing highway facilities or that no equally suitable alternative exists; or (c) they must be used for research or for a distinctive type of construction on relatively short sections of road for experimental purposes. Our regulations concerning proprietary products are contained in Title 23, Code of Federal Regulations, Section 635.411, a copy of which is enclosed.

Sincerely yours,

Dwight A. Horne

Dwight A. Horne, Chief
Federal-Aid and Design Division

2 Enclosures

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Client Name: Crystal Coast NC

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Sheet Number

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BREAKAWAY "B" DETAIL



Transpo Industries manufactures a variety of innovative products and materials designed for improving road safety and bridge preservation. The company's reputation as an expert in rehabilitation, preservation and safety has made Transpo a leading supplier since 1968.

transpo.com



Pole-Safe®
BREAKAWAY LIGHT POLE
SUPPORT SYSTEM

Saving Lives with Breakaway Support System

Pole-Safe is a breakaway support system for light poles and elements located within roadside clear zones and other locations vulnerable to vehicular impacts. The primary component of the system is a high-strength coupling, designed to break away quickly and cleanly upon impact, thus saving lives and reducing property damage.

Pole-Safe is designed to break away with consistent, predictable behavior, regardless of the vehicle's angle of impact. Pole-Safe has been vehicle crash-tested and is approved for use on the National Highway System (NHS) and all Federal Aid highway funded projects.

4000 SERIES	
Model Number	Anchor Bolt Diameter
4050	1/2"
4062	5/8"
4075	3/4"
4100	1"
4125	1-1/4"

5000 SERIES	
Model	Type
5062	5/8"
5075	3/4"
5100	1"
5125	1"



The only breakaway system with proven, consistent and predictable behavior when impacted.



SAFER TRANSPORTATION THROUGH INNOVATION

SAFER TRANSPORTATION THROUGH INNOVATION

Pole-Safe®
BREAKAWAY LIGHT POLE
SUPPORT SYSTEM



TESTED AND APPROVED IN ACCORDANCE WITH
FHWA CRASH TEST STANDARDS

Superior Breakaway Performance

Extensive finite element analysis and simulated wind-load testing has been used to optimize the system. The precisely machined geometry of the Pole-Safe coupling design causes the system to fracture safely at relatively low force and energy levels. This unique capacity is higher than AASHTO's requirements for impact velocity change and the low stub projection after impact eliminates under carriage damage to the vehicle, again, exceeding AASHTO's requirements.

High Structural Capacity

Pole-Safe is available in a variety of models, designed to support different pole configurations subjected to various loading conditions. The high-strength coupling design offers exceptional resistance to forces created by wind and dead loads. All Pole-Safe crash tests were conducted using a 55' high, 930 pound pole.

High Durability

All Pole-Safe couplings and hardware are hot-dip galvanized in accordance with ASTM A153 to provide proven corrosion protection in harsh roadside environments. Additionally, independent fatigue testing has demonstrated that Pole-Safe couplings are capable of withstanding more than two million loading cycles with no reduction in structural capacity.



Skirts are available for concealment of Pole-Safe breakaway system.

Easy to Install and Maintain

No special tools or equipment are required to properly install and maintain Pole-Safe. All components are easily secured using the American Institute of Steel Construction (AISC) turn-of-nut tightening method, which eliminates the need for precise torque levels on bolts.

Low Cost

Pole-Safe is the lowest cost breakaway system for poles. Low initial cost combined with high structural capacity and zero maintenance makes Pole-Safe the most cost-effective solution for all breakaway light poles.

Applications

Pole-Safe can be used for any roadside element that requires breakaway support. Pole-Safe is also FAA approved for use as frangible fuse bolts for objects placed within the designated safety area.



transpo.com

Need more information?
transpo.com/safety

Contact the safety experts at Transpo to find out more about the various products we offer. If you need advice on how to install the product, the professionals at Transpo will guide you through the process. Project specific questions? We can assist you in creating a cost-effective, tailored solution for your project.



Transpo Industries
20 Jones Street
New Rochelle, NY 10801

914 636-1000
800 321-7870
info@transpo.com



12/24



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BREAKAWAY "B" CERTIFICATION (1 & 2 of 6)



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STATE OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

BEVERLY LEAVES PERDUE
GOVERNOR

EUGENE A. CONTI, JR.
SECRETARY

July 8, 2010

Mr. Clifford M. Dent, President
Trinity Industries
P.O. Box 6007
Farmington, NM 87499

Subject: Notification of Product Status Code Change
NP00-1431 Dent Connector
By: Dent Breakaway Industries, Inc.

Dear Mr. Dent:

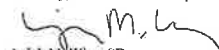
The North Carolina Department of Transportation Product Evaluation Program has recently undergone a transition which involved updating the existing product status codes. As a result of this change, the status of product NP00-1431 Dent Connector has been reassigned from Conceptually Approved to Approved for Provisional Use. Per current North Carolina Department of Transportation Product Evaluation Program guidelines, a status code of Approved for Provisional Use means that a product has been evaluated and is approved for use based on site specific and/or project specific conditions being met.

An Approved for Provisional Use status does not infer the product will be used in NCDOT projects or that the products will be actively promoted by the Department. It will be your company's responsibility to market the product. If the product is changed for any reason, or is not performing effectively, the product status will be changed accordingly.

Additionally, your company must recertify the product on an annual basis by the 31st of January. If a recertification is not received by January 31st, the product status will be changed to "Unapproved". Recertification will consist of a statement on company letterhead that the product composition has not changed and all contact information on the original application is correct. If contact information has changed, updated contact information must be included in the statement.

If you have questions or comments, I may be reached at 919-508-1860 or via e-mail at lmwing@ndot.gov.

Sincerely,


Leigh M. Wing, PE
Product Evaluation Program Engineer

cc: file

MAILING ADDRESS:
1015 Transportation Center
Durham, NC 27701-1007
1015 Main Street, Suite 100
Hickory, NC 28601-1007

TELEPHONE: 919-508-1907
FAX: 919-508-0954

LOCATION:
RACE BUILDING
104 PAYETTE AVENUE
RALEIGH, NC 27601



U.S. Department of
Transportation
Federal Highway
Administration

June 23, 2011

1200 New Jersey Ave., SE
Washington, D.C. 20590

In Reply Refer To:
HISST/SS-172

Mr. Clifford M. Dent, President
Dent Breakaway Industries, Inc.
P.O. Box 6007
Farmington, NM 87499

Dear Mr. Dent:

This letter is in response to your request for the Federal Highway Administration (FHWA) acceptance of roadside safety systems for use on the National Highway System (NHS).

Name of system:	Omni-Directional Dent Connector Assembly
Type of system:	Breakaway Connectors for Sign and Luminaire Supports
Test Level:	NCHRP Report 350 Test Level 3
Testing conducted by:	Texas Transportation Institute
Date of request:	December 17, 2010
Request acknowledged:	December 22, 2010

You requested that we find several variations of your tested Omni-directional Mechanical Dent Connector Assembly acceptable for use on the NHS under the provisions of the National Cooperative Highway Research Program (NCHRP) Report 350 "Recommended Procedures for the Safety Performance Evaluation of Highway Features."

Requirements

Roadside safety devices should meet the guidelines contained in the National Cooperative Highway Research Program (NCHRP) Report 350 if tested prior to December 31, 2010, and the American Association of State Highway and Transportation Officials' (AASHTO) Manual for Assessing Safety Hardware (MASH) if tested after that date. Requirements for breakaway supports are also contained in the AASHTO Standard Specifications for Structural Supports for Highway Signs, Luminaries, and Traffic Signals.

Decision

The table below shows the five (5) sizes of your Omni-Directional Connector Assembly that were found acceptable and a drawing of the assembled design consisting of an upper and lower end section and an internal threaded connector rod:



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BREAKAWAY "B" CERTIFICATION (3 & 4 of 6)



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D.HOLLAND

Date Created Sheet Title

11-07-2025

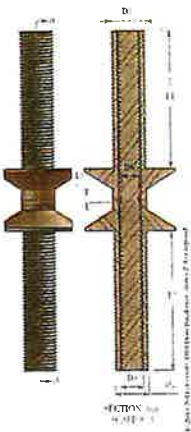
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Item Name	1/2"	3/8"	1/4"	3/16"	200"
LI MAX	2"	4"	6"	8"	2"
LI MIN	3/4"	1 1/4"	1 3/4"	1 1/2"	1 1/4"
LI MAX	1"	2"	3"	4"	1"
LI MIN	3/4"	1 1/4"	1 3/4"	1 1/2"	1 1/4"
LI	1/2"	3/8"	1/4"	3/16"	1/2"
LI MAX	1"	1"	1"	1"	1"
LI MIN	3/4"	1 1/4"	1 3/4"	1 1/2"	1 1/4"
LI MAX	1"	1"	1"	1"	1"
LI MIN	3/4"	1 1/4"	1 3/4"	1 1/2"	1 1/4"
LI	1/2"	3/8"	1/4"	3/16"	1/2"
LI	1/2"	3/8"	1/4"	3/16"	1/2"



Description
The Omni-Directional Dent Connector is a three-piece assembly consisting of two end sections and a connecting rod. The end sections are fabricated from a hollow threaded rod with milled flanges at one end. Each is threaded on the outside to receive a 19-mm (3/4 inch) nut and washer and on the inside to receive the 13-mm diameter connecting rod.

Three variations of the Dent Connector were tested as described below. These variations were in the connecting rod only, using a solid 13 mm (1/2 inch) grade 5 threaded rod, and similar connecting rods milled at their midpoints to 0.280 inch and 0.380 inch diameters, respectively. When assembled, the milled sections were centered between the mated upper and lower flanges of the two end sections to form a shear plane.

Crash Testing
Pendulum testing was conducted on the test articles described above by the Texas Transportation Institute (TTI) at their outdoor pendulum testing facility.

For each test, the 1849-lb pendulum was set to impact the sign support system at a target impact speed of 22 mph and at a height of 18 inches above the ground (the bumper height of the small car). The three tests were conducted according to NCHRP 350 test designation 3-60.

In each test, a single post sign support system was tested. Tests P2 and P3 used a 3-m (10-ft) long HSS127x127x0.19-mm (HSS5x5x3/16-inch) post section supporting a 914x914x2.5-mm (36x36x0.1-inch) aluminum sign. Test P4 used a 3-m (10-ft) long 127-mm (5-inch) diameter schedule 40 steel post. A 257-mm (10-1/8-in) diameter, 19-mm (3/4-inch) thick base plate was welded to the bottom of each support post. A 203 mm (8-inch) hole pattern with four 22-mm (7/8-inch) bolt holes were drilled in each base plate to accept the 4 Dent Connectors.

For Test P2, the pendulum impacted the sign support with the 10-mm (0.380-inch) milled 13 mm (0.5 inch) grade 5 rods at a speed of 36.2 km/h (22.5 mph) at the desired height of 18 inches above ground level. The Dent Connectors sheared as designed and the support and sign panel came to rest 11.0 m (36 ft) downstream of the impact point. There was no damage to the Dent connectors or to the square tube support post, except for the milled connector rod. The sign panel remained connected to the sign post. The occupant impact velocity was 3.9 m/sec (12.8 ft/sec) and the calculated high-speed change in velocity was 2.4 m/sec (7.7 ft/sec), both below the NCHRP Report 350 maximum allowable value of 5.0 m/sec (16 ft/sec).

For Test P3, the milled connecting rods were replaced with 4 un-milled 13-mm (0.5-inch) grade 5 rods. This assembly was struck by the pendulum at 36.5 km/h (22.7 mph). As in Test P2, the Dent connector rods sheared as designed, and the sign and support came to rest 9.1 m (30 ft) downstream from the impact point. The occupant impact velocity was 4.1 m/sec (13.3 ft/sec) and the calculated high-speed change in velocity was 2.6 m/sec (8.4 ft/sec).

For Test P4, a schedule 40 steel support post was impacted by the pendulum at 36.2 km/h (22.5 mph). The 4 Dent connector rods used in this test were 7 mm (0.280-inch) milled 13 mm (0.5 inch) grade 5 rods. As in the previous tests, the Dent connector rods sheared as designed, and the sign and support came to rest 11.9 m (39 ft) downstream from the impact point. The occupant impact velocity was 2.5 m/sec (8.2 ft/sec) and the calculated high-speed change in velocity was 1.7 m/sec (5.6 ft/sec).

Findings
According to the NCHRP 350, test designation 3-60 and test designation 3-61 are to be conducted for support structures for Test Level 3 approval. In both tests full scale automobile testing with an 820C small car is required. However, the FHWA has sanctioned pendulum tests in lieu of the low-speed automobile test, at least for testing conducted prior to January 1, 2011. Thus, you conducted the three pendulum tests described above.

FHWA allows the results of the high speed tests to be estimated using data from the low-speed test in combination with an analytical extrapolation method described in the FHWA memorandum "Identifying Acceptable Highway Safety Features" dated on July 25, 1997. For all three test articles, the high speed test extrapolation analysis resulted in change in velocity values for the high speed tests below the NCHRP 350 limit of 5.0 m/s.

BREAKAWAY "B" CERTIFICATION (5 & 6 of 6)



4

Due to the similarity in test results between your mechanical connector assembly and your previously-accepted milled design, you requested that previously approved applications remain valid when your mechanical connector rod design is substituted for your milled design. Please note that some conditions and limitations to the use of either design remain in effect, particularly the following:

- All supports shall be mounted to a structural concrete foundation that will not move in the soil if the support is struck by a vehicle. Either your epoxy-embedded anchor or your embedded anchor with stabilizing plates may be used in the concrete footing to accept the Dent connector end section. Existing anchors, if undamaged in a crash, may also be used with your assembly.
- If used on dual supports closer than 2.1 m (7 feet) apart only the connecting rod with a 0.280 milled diameter may be used and the weight of the posts cannot exceed 27 kg/m (18 lbs/ft).
- The maximum diameter at the milled section of the connector rod is 0.280 inches for sign support legs up to 600 pounds with a maximum post size of 30 lbs/ft.
- Both your 0.280 and 0.380 milled connecting rods may be used with existing slip-base supports.
- Luminaire mounting height should not exceed 15.7 meters (55 feet).
- Mass of pole, mast arm, luminaire and other hardware above the couplings shall not exceed 454 kg (1000 lbs.).

Therefore, the system described above is acceptable for use on the NHS under the range of conditions tested, when such use is acceptable to a highway agency.

Please note the following standard provisions that apply to FHWA letters of acceptance:

- This acceptance is limited to the crashworthiness characteristics of the connector assemblies and does not cover their structural features, such as resistance to wind loads.
- Any design or material changes that may adversely influence the crashworthiness of the Dent system will require a new acceptance letter.
- Should the FHWA discover that the qualification testing was flawed, that in-service performance reveals unacceptable safety problems, or that the system being marketed is significantly different from the version that was crash tested, we reserve the right to modify or revoke our acceptance.
- You will be expected to supply potential users with sufficient information on design and installation requirements to ensure proper performance.
- You will be expected to certify to potential users that the hardware furnished has essentially the same chemistry, mechanical properties, and geometry as that submitted for acceptance, and that it will meet the crashworthiness requirements of the FHWA and the NCHRP Report 350.
- To prevent misunderstanding by others, this letter of acceptance is designated as number SS-172 and shall not be reproduced except in full. This letter and the test documentation upon which it is based are public information. All such letters and documentation may be reviewed at our office upon request.
- The Dent Connector Assemblies are patented products and considered proprietary. If proprietary systems are specified by a highway agency for use on Federal-aid projects, except exempt, non-NHS projects, (a) they must be supplied through competitive bidding

5

with equally suitable unpatented items; (b) the highway agency must certify that they are essential for synchronization with the existing highway facilities or that no equally suitable alternative exists; or (c) they must be used for research or for a distinctive type of construction on relatively short sections of road for experimental purposes. Our regulations concerning proprietary products are contained in Title 23, Code of Federal Regulations, Section 635.411.

- This acceptance letter shall not be construed as authorization or consent by the FHWA to use, manufacture, or sell any patented system for which the applicant is not the patent holder. The acceptance letter is limited to the crashworthiness characteristics of the candidate system, and the FHWA is neither prepared nor required to become involved in issues concerning patent law. Patent issues, if any, are to be resolved by the applicant.

Sincerely yours,

Michael S. Griffith
Office of Safety Technologies
Office of Safety

NOTES:

Input any notes...

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Scale:
1"=1'

Client Name: Crystal Coast NC

Project Name: Wayfinding Sign Program

Project Number:

Drawn By	Checked By
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D.HOLLAND	
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Date Created	Sheet Title
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11-07-2025	
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Revision Date	
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MM-DD-2025	MM-DD-2025	Sheet Number
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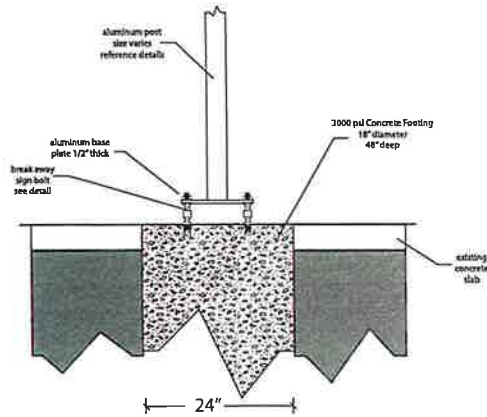
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MM-DD-2025	MM-DD-2025	
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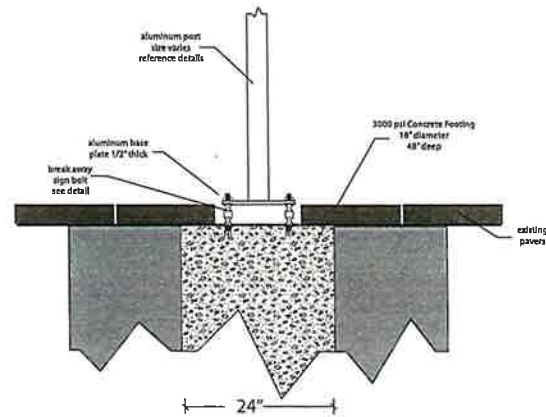
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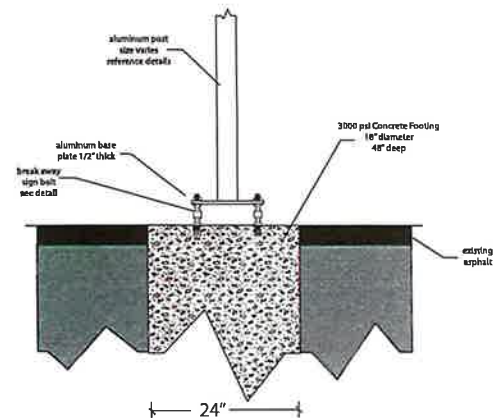
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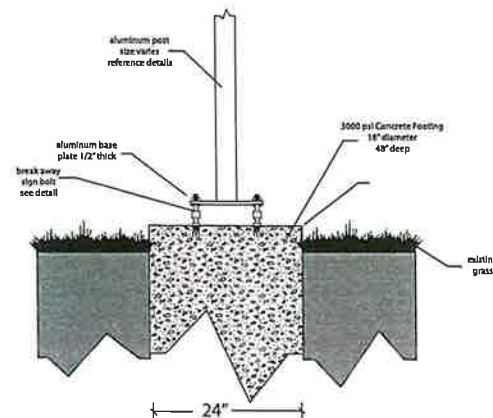
1 Section View
Footer at Concrete



2 Section View
Footer at Pavers



3 Section View
Footer at Asphalt



4 Section View
Footer at Grass

NOTES:

Input any notes...

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Project Name: Wayfinding Sign Program

Project Number:

Drawn By	Checked By
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D.HOLLAND

Date Created	Sheet Title
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11-07-2025

Revision Dates

MM-DD-2025	MM-DD-2025	Sheet Number
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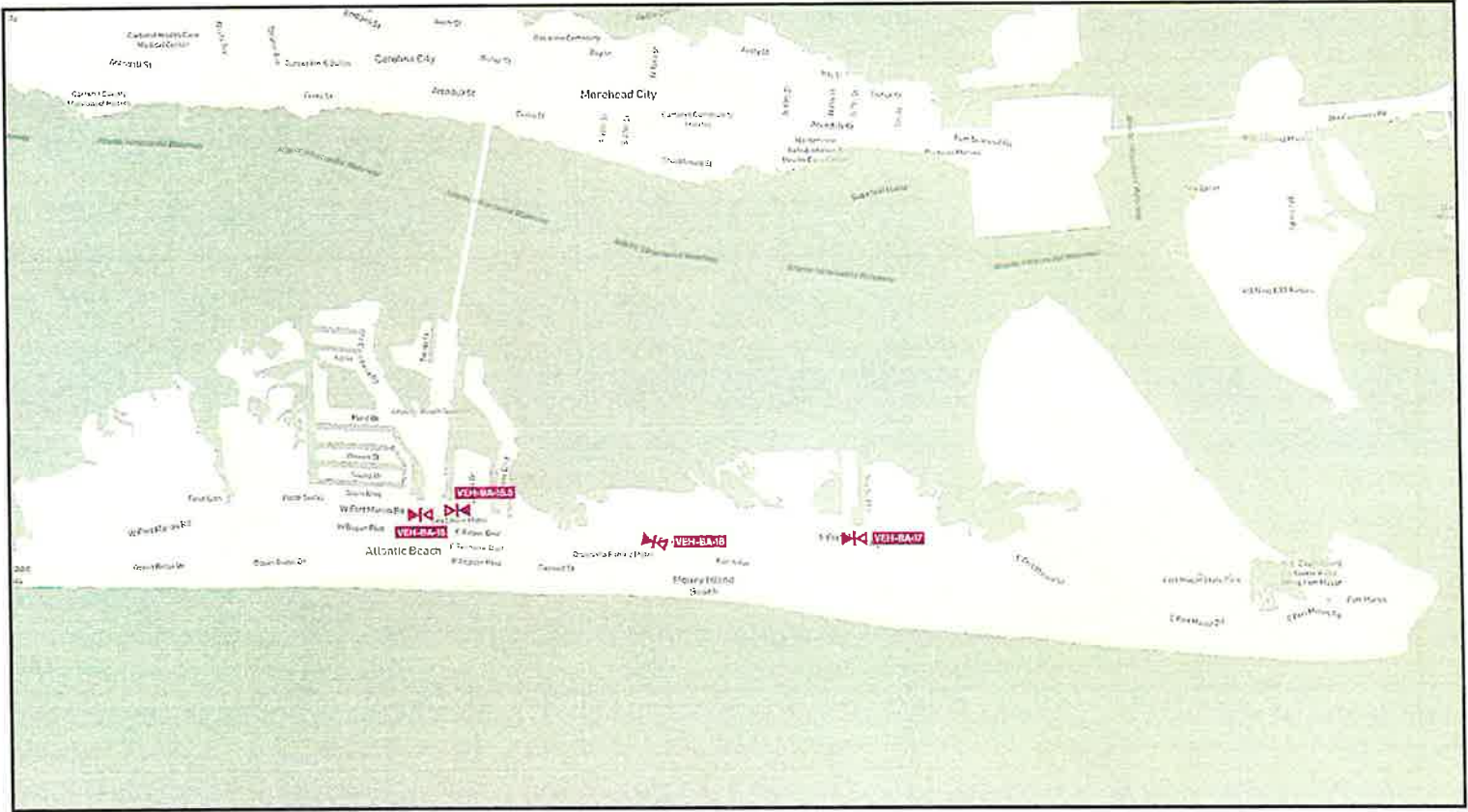
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MM-DD-2025 MM-DD-2025

MM-DD-2025 MM-DD-2025

11

SIGN LOCATION MAP

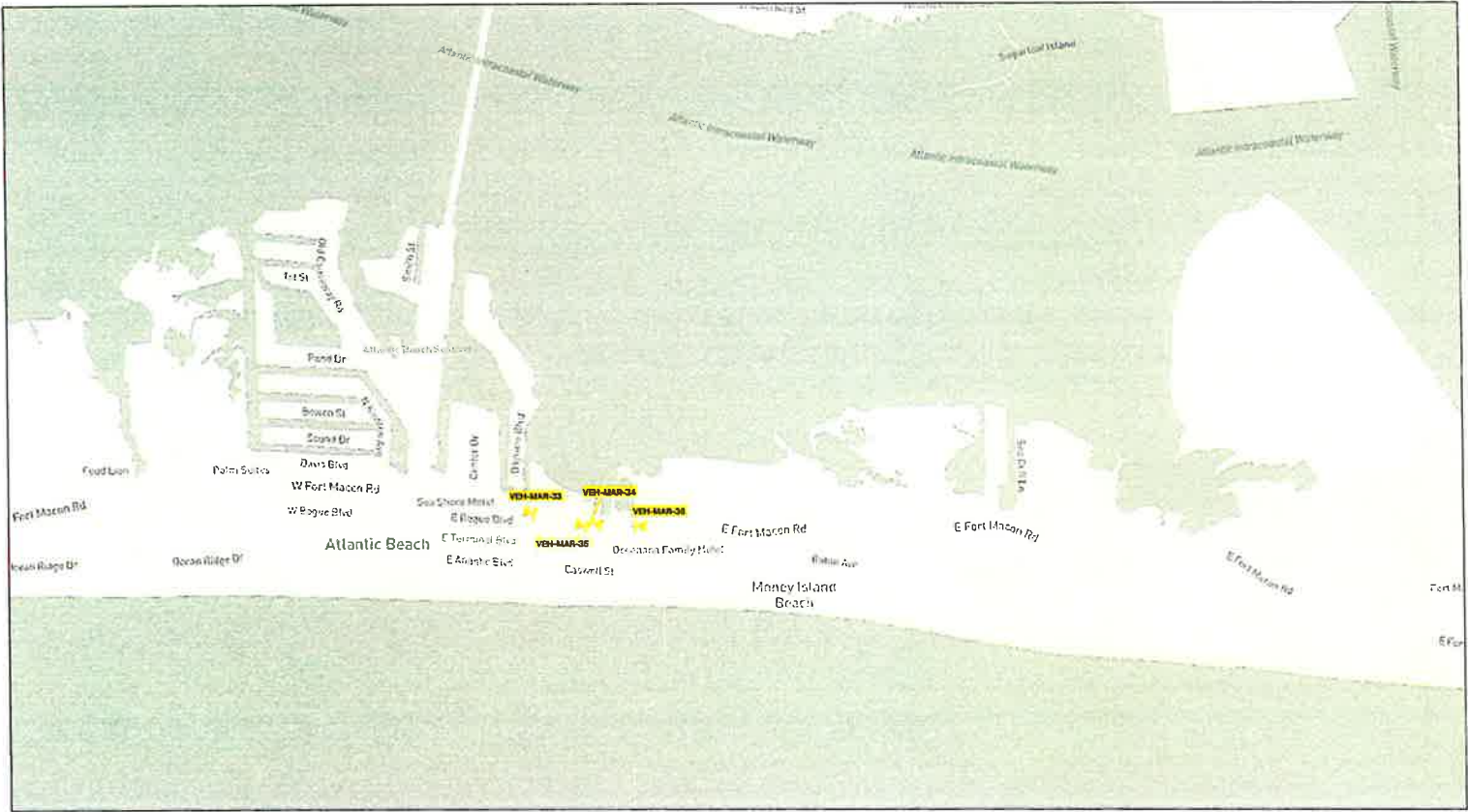


Beach Access Signs

NOTES:

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Project Name: Wayfinding Sign Program		
Project Number:		
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D HOLLAND		
Date Created	Sheet Title	
11-07-2025		
Revision Dates		
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

SIGN LOCATION MAP



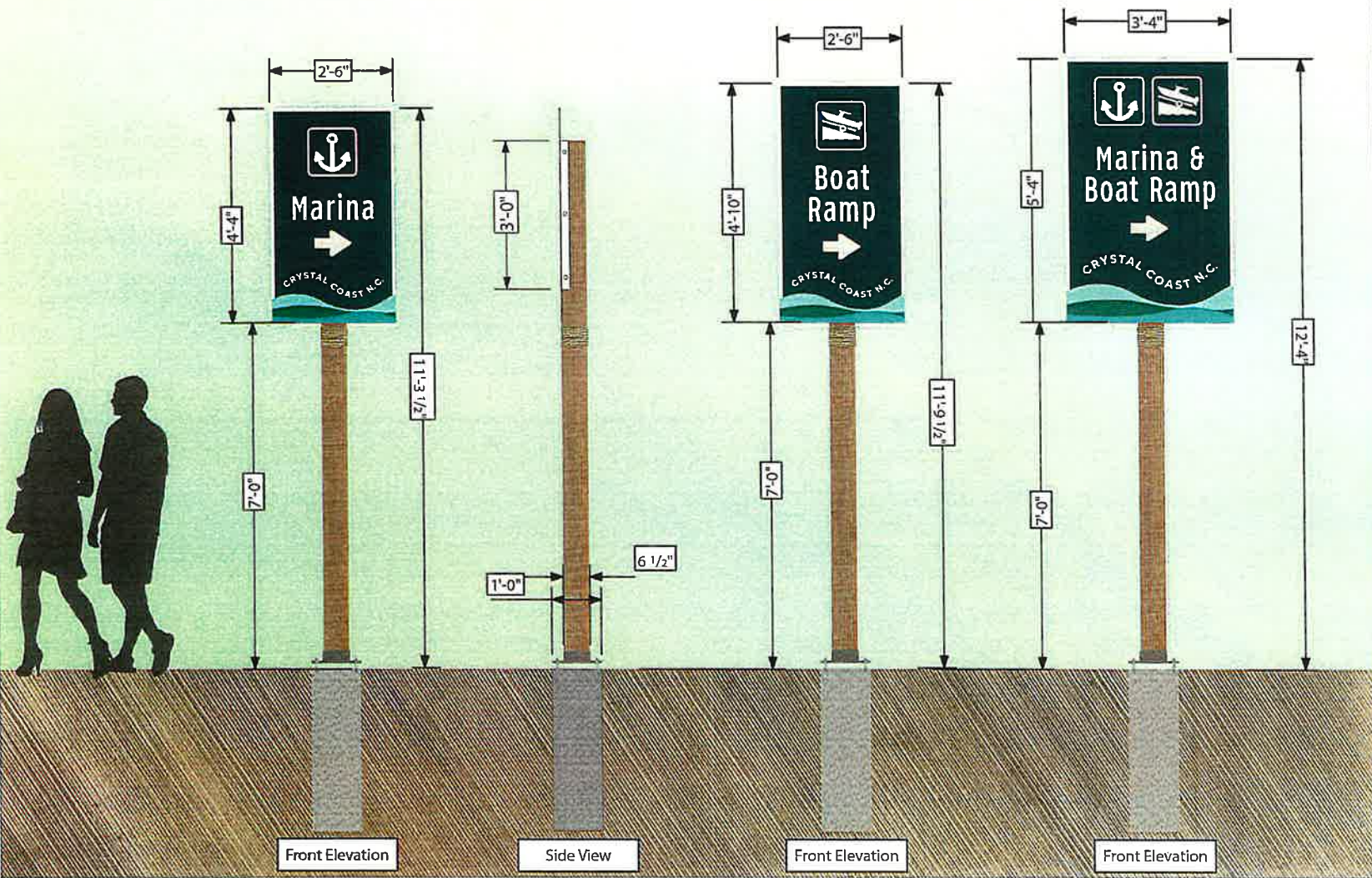
Marina and Boat Ramp Signs

NOTES:

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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Wayfinding Sign Details



NOTES:

Input any notes..

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Sheet Title

11-07-2025

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MM-DD-2025

MM-DD-2025

Sheet Number

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MM-DD-2025

MM-DD-2025

MM-DD-2025

MM-DD-2025

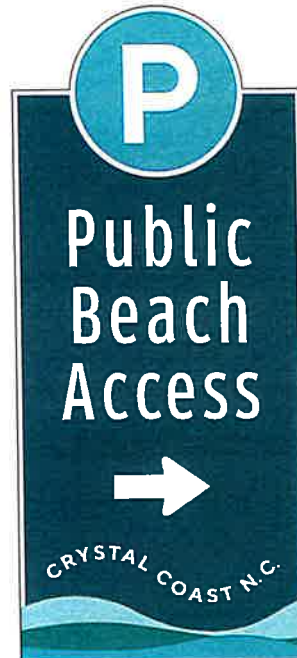
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17

Beach Access



7' to curb, 4' to pole



Side 1



Side 2

VEH-BA-15



NOTES:

Input any notes...

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Revision Dates

MM-DD-2025

MM-DD-2025

Sheet Number

MM-DD-2025

MM-DD-2025

MM-DD-2025

MM-DD-2025

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Sign Location

NOTES:

Input any notes...

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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

VEH-BA-15

Beach Access



Side 1

Side 2

VEH-BA-15.5

NOTES:

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MM-DD-2025

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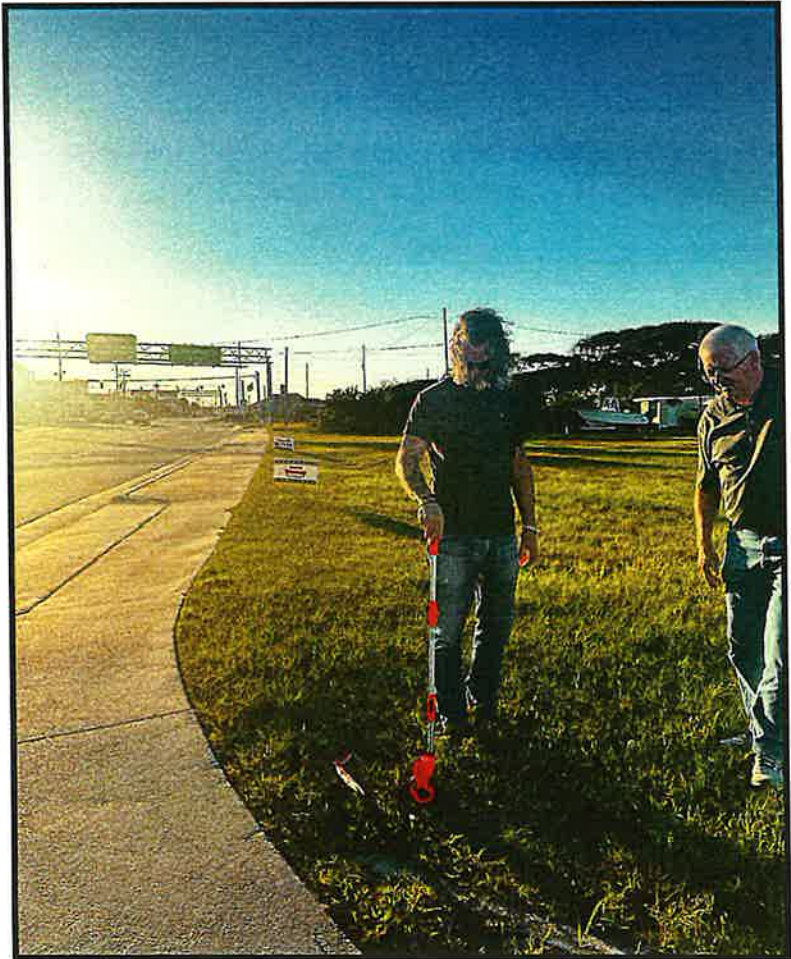
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MM-DD-2025

MM-DD-2025

20



Sign Location

NOTES:

Input any notes...

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Revision Dates		
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

VEH-BA-15.5

Beach Access



NOTES:

Input any notes..



11' to curb
replace CAMA sign with large branded sign,
has parking



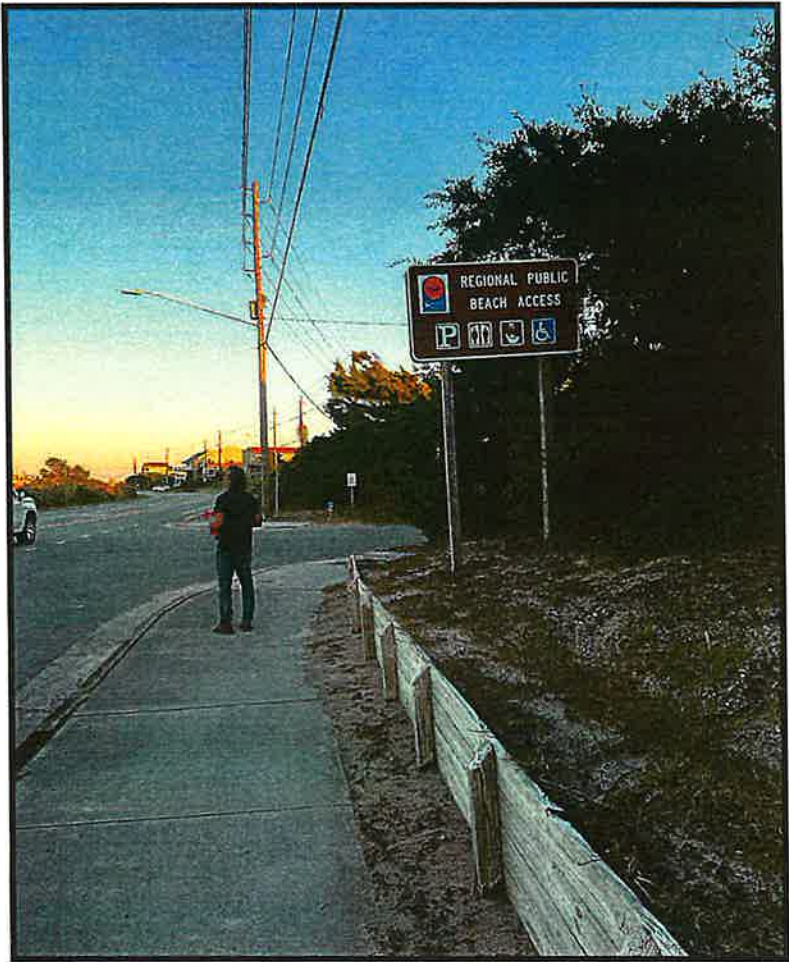
Side 1



Side 2

VEH-BA-16

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Client Name: Crystal Coast NC		
Project Name: Wayfinding Sign Program		
Project Number:		
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Date Created	Sheet Title	
11-07-2025		
Revision Dates		
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	



Sign Location - to replace existing CAMA sign

VEH-BA-16

NOTES:

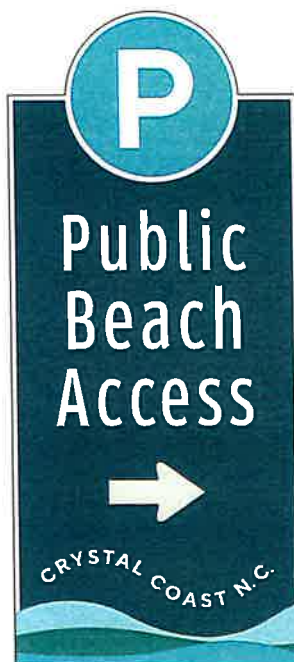
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Project Name: Wayfinding Sign Program		
Project Number:		
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Beach Access



11' to curb, 50' to turn (curb)



Side 1



Side 2

VEH-BA-17



NOTES:

Input any notes...

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1"=1'

Client Name: Crystal Coast NC

Project Name: Wayfinding Sign Program

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Checked By:

Date Created: 11-07-2025

Sheet Title:

Revision Dates:

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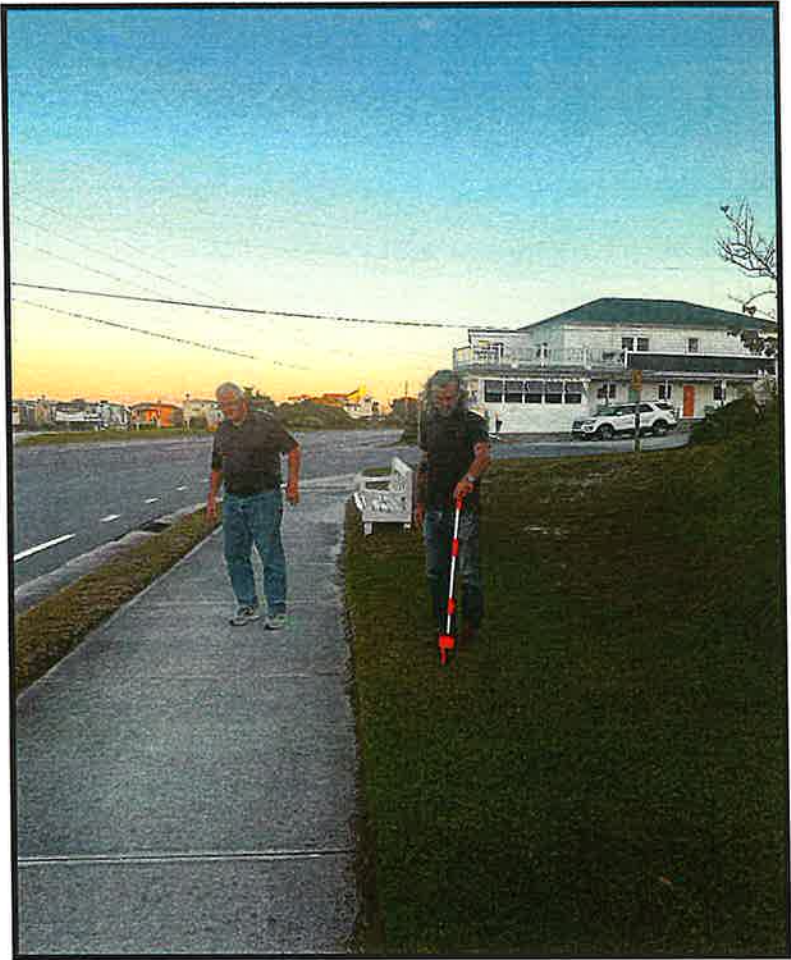
MM-DD-2025

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MM-DD-2025

24



Sign Location

NOTES:

Input any notes...

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Checked By

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Revision Dates

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VEH-BA-17

Marina and Boat Ramp



NOTES:

Input any notes..



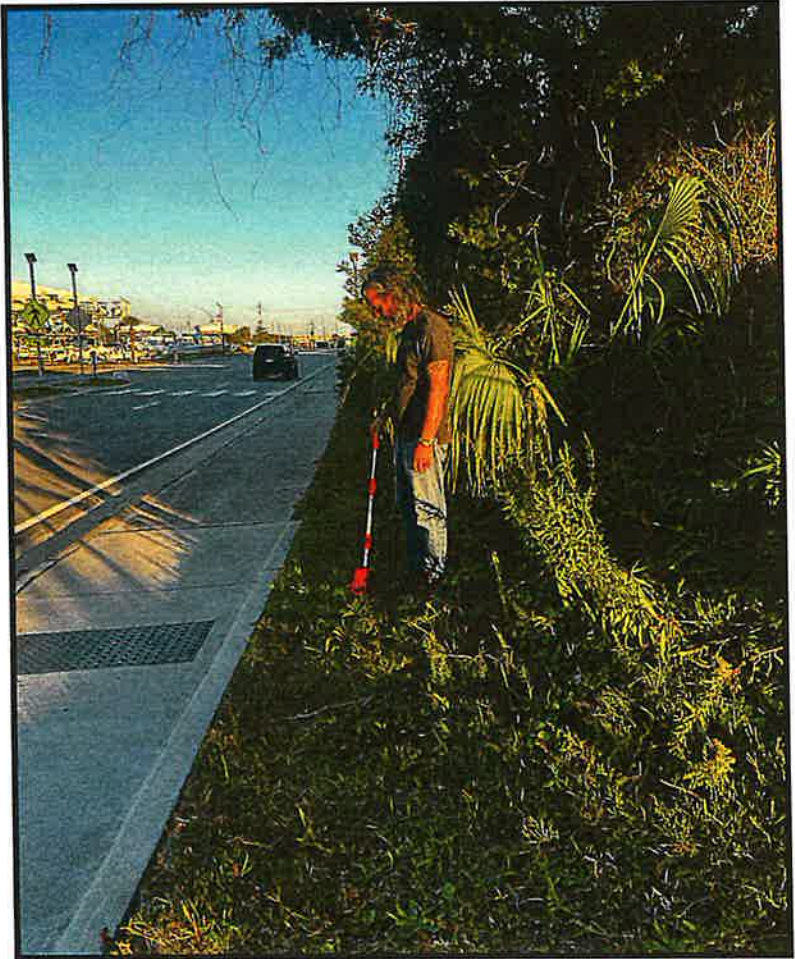
10' to curb, in line with telephone pole

Side 1

VEH-MAR-33

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Client Name: Crystal Coast NC		
Project Name: Wayfinding Sign Program		
Project Number:		
Drawn By	Checked By	
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Date Created	Sheet Title	
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Revision Dates		Sheet Number 26
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Marina and Boat Ramp



Sign Location

VEH-MAR-33

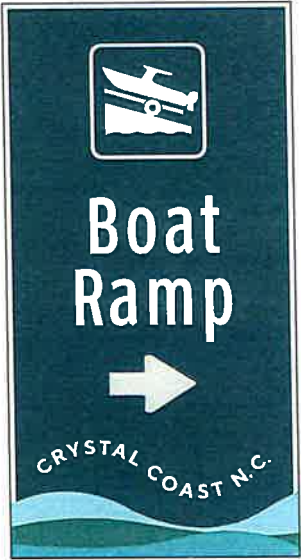


NOTES:

Input any notes.

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Client Name: Crystal Coast NC		
Project Name: Wayfinding Sign Program		
Project Number:		
Drawn By		Checked By
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Date Created		Sheet Title
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Revision Dates		
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MM-DD-2025	MM-DD-2025	

Marina and Boat Ramp



5' to curb, 11' to telephone pole

Side 1

VEH-MAR-34

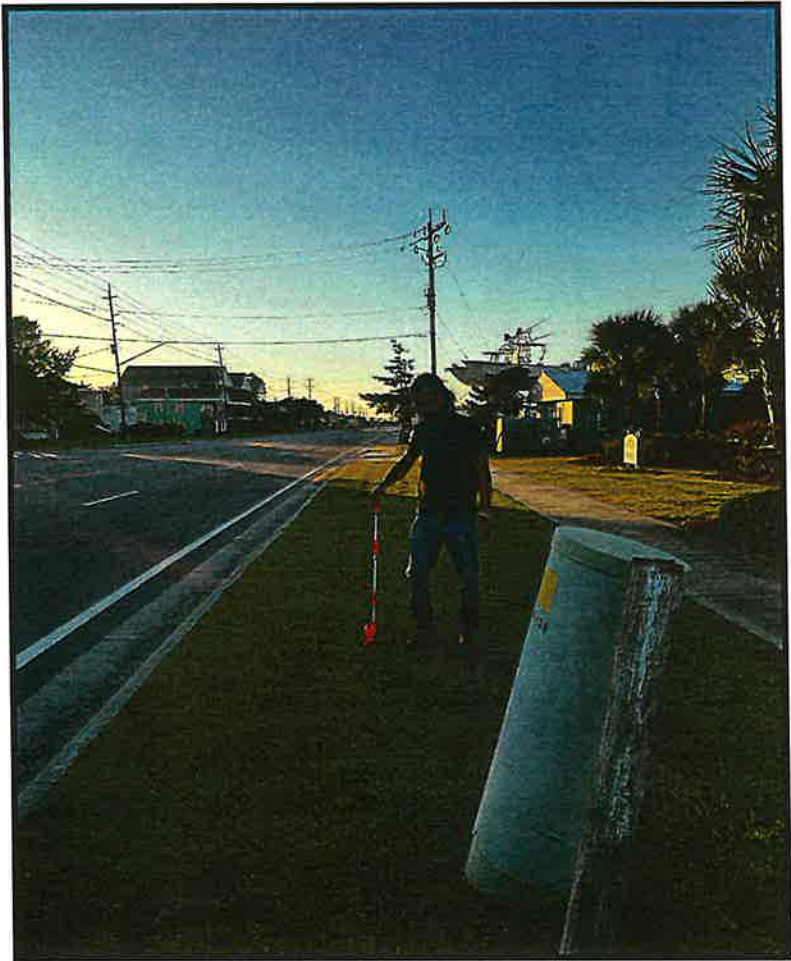


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Project Name: Wayfinding Sign Program		
Project Number:		
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Marina and Boat Ramp



Sign Location

VEH-MAR-34



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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Marina and Boat Ramp



NOTES:

Input any notes...



9' to curb, lined up with fence

Side 1

VEH-MAR-35

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11-07-2025		
Revision Dates		
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Marina and Boat Ramp



Sign Location

VEH-MAR-35



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MM-DD-2025	MM-DD-2025	
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MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

4.5' to curb

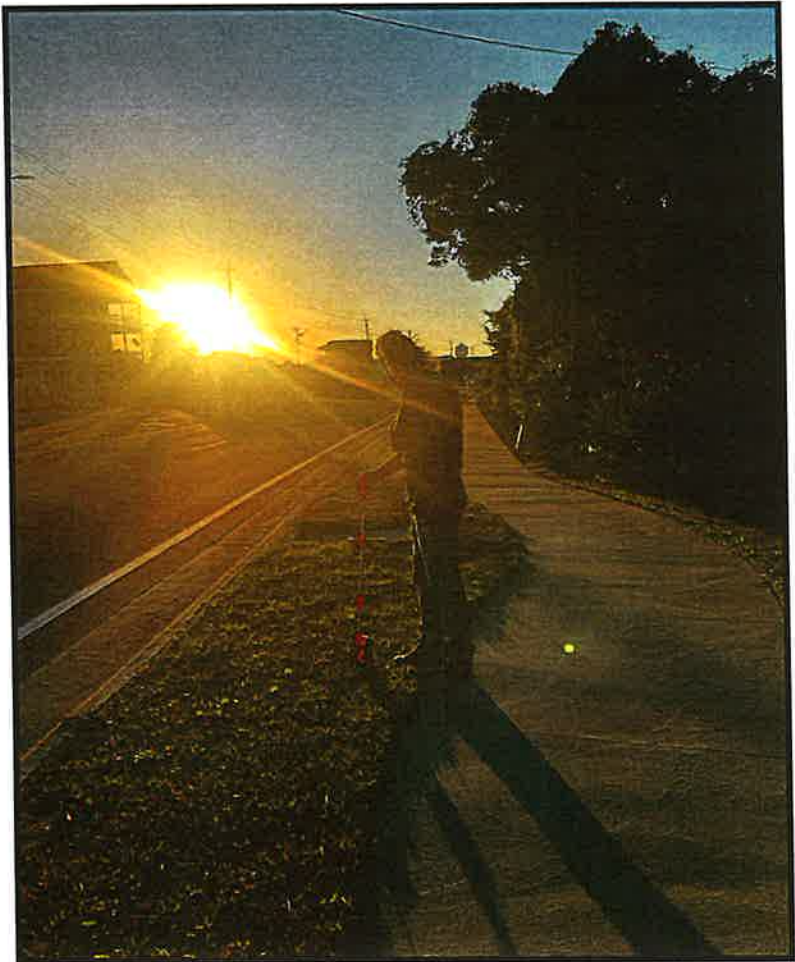


Side 1

VEH-MAR-36

Client Name: Crystal Coast NC		Project Number:	
Project Name: Wayfinding Sign Program		Drawn By:	
Scale: 1"=1'		Checked By:	
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Input any notes.		Design Title:	
NOTES:		Revision Dates:	
DESIGN+BUILD		MM-DD-2025	MM-DD-2025
		MM-DD-2025	MM-DD-2025
		MM-DD-2025	MM-DD-2025
		MM-DD-2025	MM-DD-2025
		MM-DD-2025	MM-DD-2025
Sheet Number		32	

Marina and Boat Ramp



Sign Location

VEH-MAR-36



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Project Name: Wayfinding Sign Program		
Project Number:		
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Date Created:		Sheet Title:
11-07-2025		
Revision Dates		
MM-DD-2025	MM-DD-2025	Sheet Number 33
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	
MM-DD-2025	MM-DD-2025	

Wayfinding Sign Details



NOTES:

Input any notes...

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Scale:
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Client Name: Crystal Coast NC

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Date Created

Sheet Title

11-07-2025

Revision Dates

MM-DD-2025

MM-DD-2025

Sheet Number

MM-DD-2025

MM-DD-2025

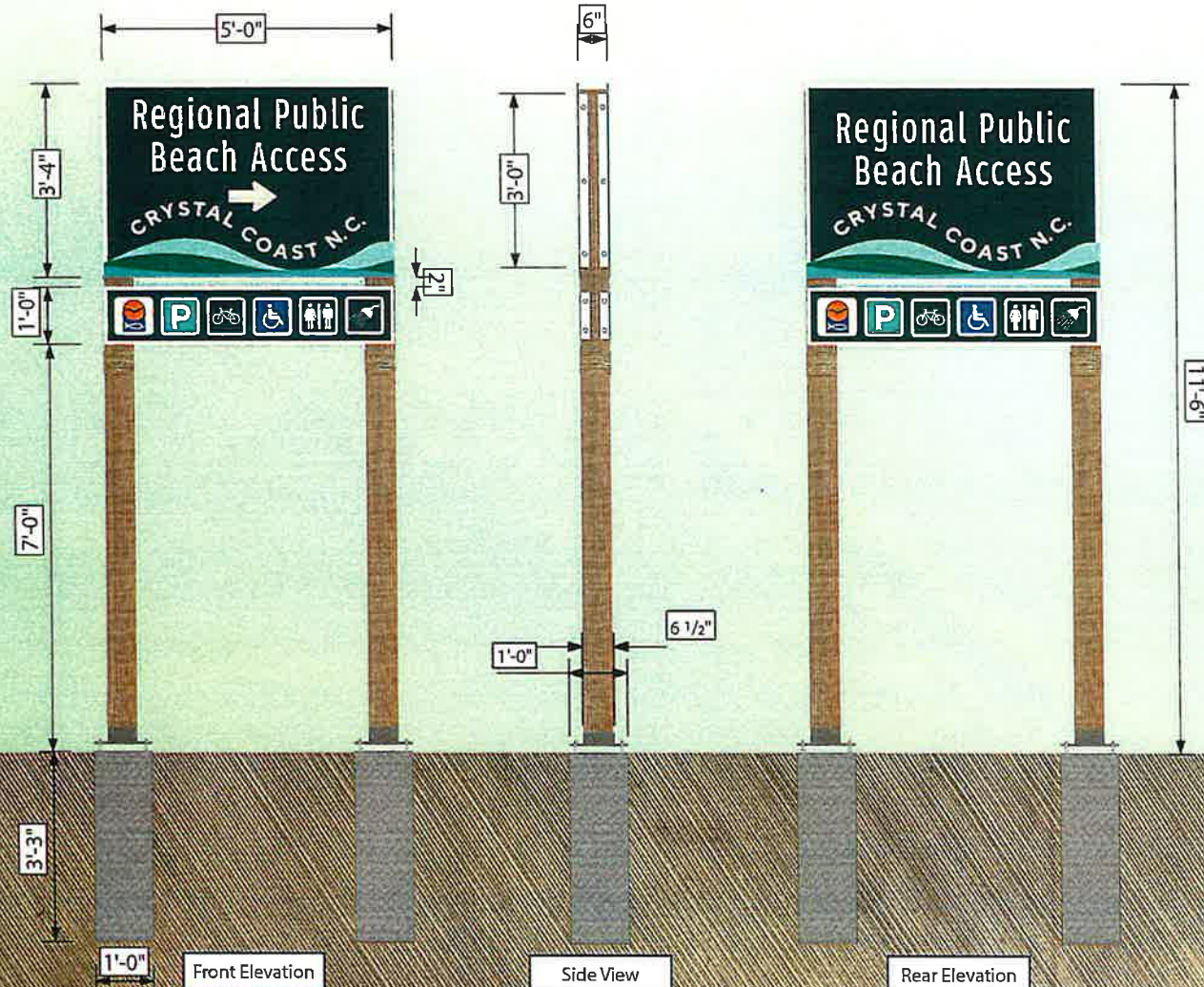
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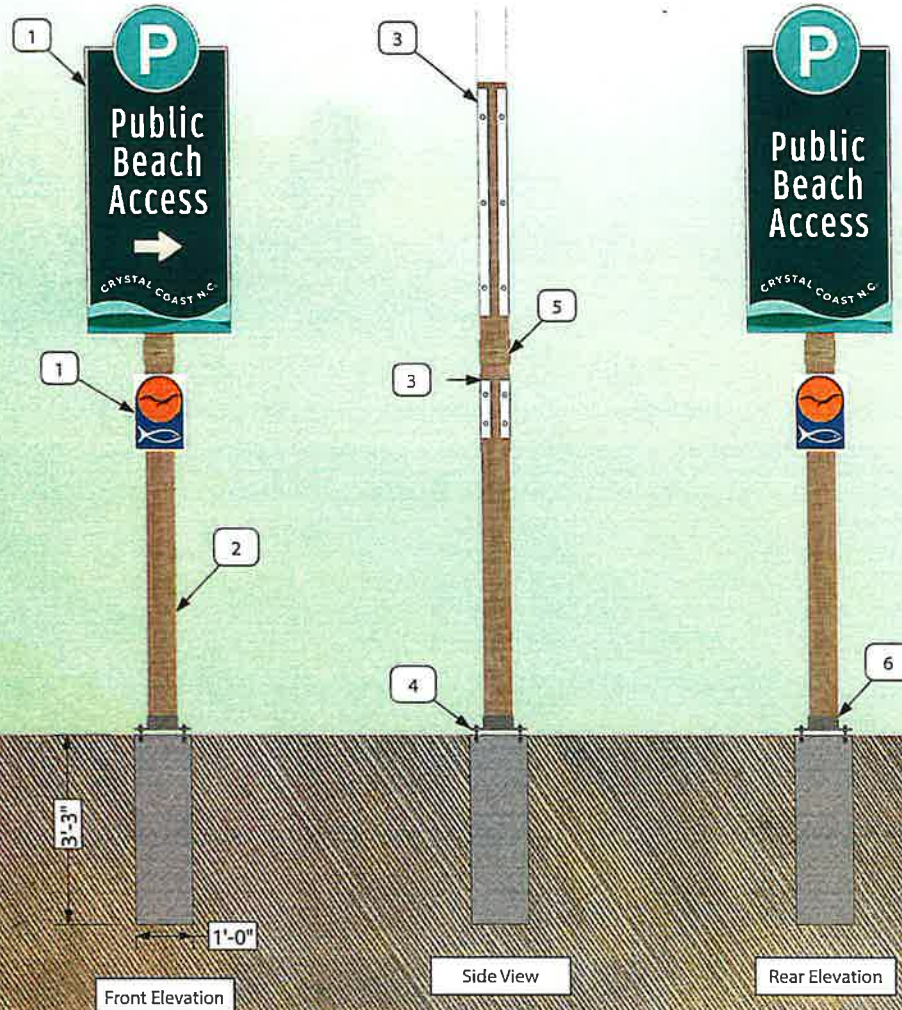
MM-DD-2025

MM-DD-2025

16



Wayfinding Sign Details



NOTES:

- Pantone 7699 C (Night)
- Pantone 2221 C (Deep Sea)
- Pantone 3115 C (Surf)
- Pantone 636 C (Sky)
- Pantone 7541 C (Sea Foam)
- Gray

- 1.) 3/16" Aluminum panels
- 2.) 6" x 6" Aluminum post wrapped in 4mm ACP to give appearance of weathered wood
- 3.) 2" x 2" x 1/8" Aluminum angle secured to wooden post with through bolts running through entire width
- 4.) 1/2" Aluminum baseplate secured into concrete with breakaway bolts
- 5.) Rope wrapped around post body, secured using industrial staples
- 6.) 1/4" Aluminum panels wrapped around base of post

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MM-DD-2025

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MM-DD-2025

MM-DD-2025

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Wayfinding Sign Details



NOTES:

- - Pantone 7699 C (Night)
- - Pantone 2221 C (Deep Sea)
- - Pantone 3115 C (Surf)
- - Pantone 636 C (Sky)
- - Pantone 7541 C (Sea Foam)
- - Gray

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Scale:
1/2"=1'

Client Name: Crystal Coast NC

Project Name: Wayfinding Sign Program

Project Number:

Drawn By

Checked By

D.HOLLAND

Date Created

Sheet Title

11-07-2025

Revision Dates

MM-DD-2025

MM-DD-2025

Sheet Number

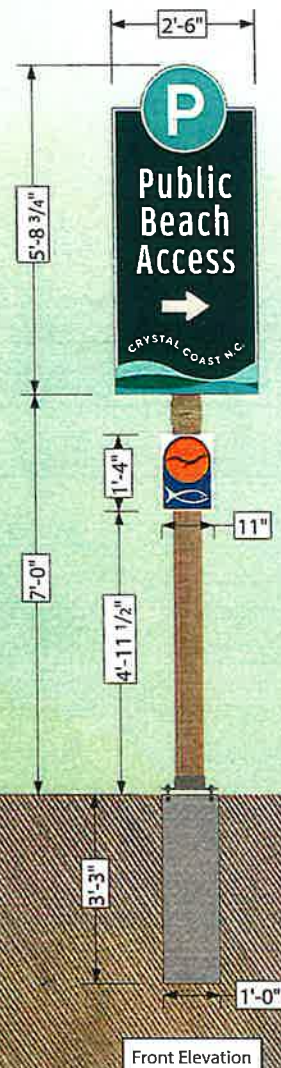
MM-DD-2025

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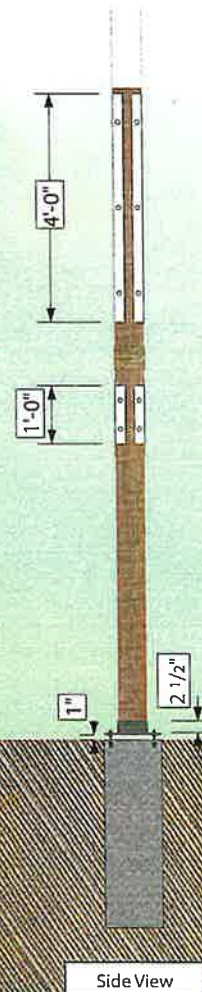
MM-DD-2025

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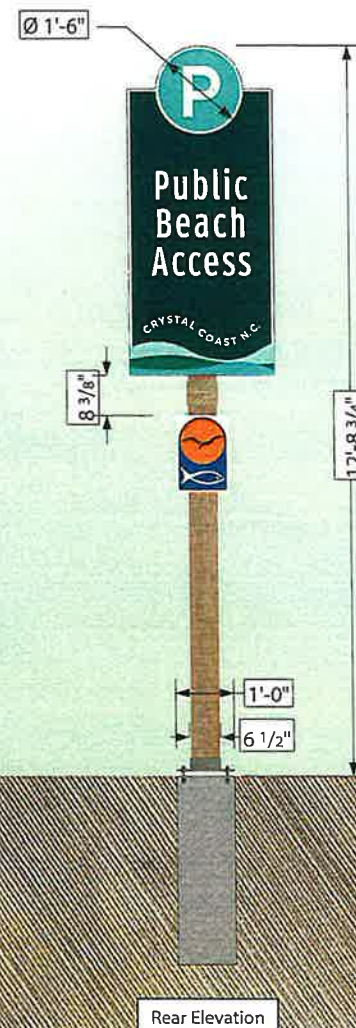
15



Front Elevation



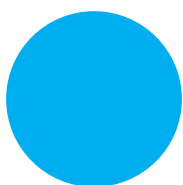
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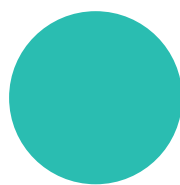
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Atlantic
BEACH
N O R T H C A R O L I N A

COLOR GUIDE



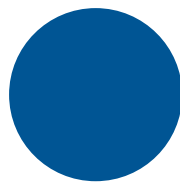
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R0 G174 B239
#00aeef



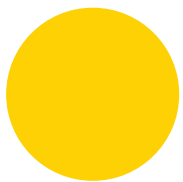
Pantone 3265
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R53 G189 B178
#28bdb3



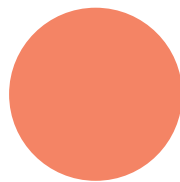
Pantone Cool Gray 1
C0 M0 Y0 K6
R239 G239 B240
#f1f1f2



Pantone 647
C100 M56 Y0 K23
R0 G86 B149
#005695



Pantone 116
C0 M16 Y100 K0
R255 G210 B4
#ffd204



Pantone 7416
C0 M60 Y60 K0
R245 G132 B102
#f48466

PRIMARY LOGO



All elements are set in fixed format and proportion. They are not to be altered.

The minimum clearspace for the logo is no less than $0.15X$ around the logo.

Always maintain more than the minimum clearspace around the logo to preserve its integrity.



For Web

If logo is scaled down to 150 pixels wide or less, remove "Since 1937."

For Print

If logo is scaled down to 1.5 inches wide or less, remove "Since 1937."



The logo is to be scaled no less than 60 pixels wide for web, .5 inches for print.

ALTERNATE LOGOS



Badge Logo with Icon



Reverse Logo

Atlantic Beach
NORTH CAROLINA

Single Line Text

Clarendon Bold Condensed
ABCDEFGHIJKLMNOPQRSTUVWXYZ
VWXYZabcdefghijklmnopqrstuvwxyz
rstuvwxyz123456789

FRANKLIN GOTHIC CONDENSED DEMI
ABCDEFGHIJKLMNOPQRSTUVWXYZ
123456789

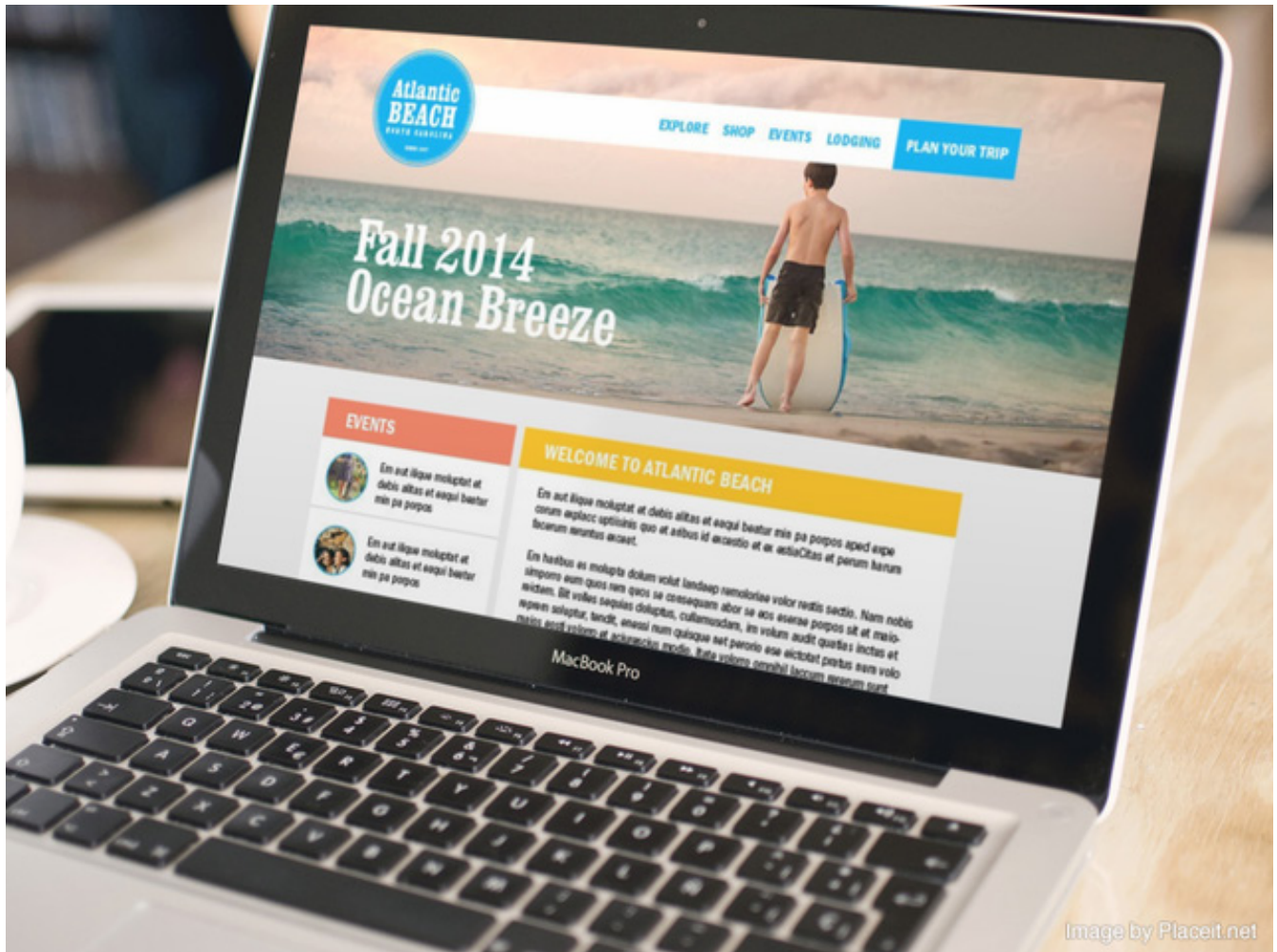
Franklin Gothic Condensed Book
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VWXYZabcdefghijklmnopqrstuvwxyz
rstuvwxyz123456789





Reclaim your adventure.

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Atlantic
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NORTH CAROLINA

EST 1937

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RIVER WALK

ARTS GUILD

BRIDGE SQUARE

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ENJOY THE BEACH



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SIGNAGE



VEHICLES





123 FAKE STREET
ATLANTIC BEACH, NORTH CAROLINA
99999

(919) 999-9999
ATLANTICBEACH.COM
INFO@ATLANTICBEACH.COM

To Whom it may concern,

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John Adams
CHIEF FINANCIAL OFFICER

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INFO@ATLANTICBEACH.COM
ATLANTICBEACH.COM



Atlantic
BEACH
NORTH CAROLINA

P. O. Box 10
125 West Fort Macon Road
Atlantic Beach, NC 28512



Phone: (252) 726-2121
Fax: (252) 726-5115

MEMORANDUM

TO: Mayor and Council
FROM: John O'Daniel, Town Manager
DATE: March 9, 2026
SUBJECT: Personnel Resolution Amendment and Ordinance Amendment– Adverse Weather

During the February work session, Council discussed a draft amendment to the Town's Adverse Weather Policy. The item was subsequently placed on the agenda for approval at the February regular council meeting. However, after further consideration, Council determined that additional discussion was warranted and removed the item from the agenda to allow for further review at the March work session.

The purpose of the proposed amendment is to provide allowances for staff that would prevent the use of accrued leave during adverse weather events that result in the closure of Town Hall or the temporary suspension of Town operations.

Councilman Starling and Councilman Archer have submitted the attached draft amendment for Council's further review and discussion at the upcoming work session.

ARTICLE VII. ~~HOLIDAYS AND LEAVES OF ABSENCE~~

Section 28. ~~Adverse Weather/Hazardous Conditions~~

~~The Town has responsibility for several emergency services including law enforcement.~~

~~Adequate staff are required to operate these critical services seven days per week and 24 hours per day in all weather. Department heads should designate which staff are in critical positions required to report to work regardless of weather or other hazardous conditions.~~

~~The adverse weather/hazardous conditions policy is established to be as fair as possible to all employees applying the following principles:~~

- ~~1. Maintain adequate staffing at all times of emergency services;~~
- ~~2. Provide for as much safety as possible for all employees in traveling to and from work in hazardous conditions; and~~
- ~~3. Not pay regular salaries to some people for not working when others are required to be at work.~~

~~Town offices and departments shall remain open for the full scheduled working day unless authorization for closing or other deviation is received from the Town Manager's office. The Manager will consider the hazard of driving conditions and other relevant factors in determining whether to close Town offices. All departments and offices will be given sufficient advance notice of any authorized closing of noncritical Town functions. Upon authorizing a closing, non-critical staff may use vacation, earned compensatory time, or time without pay for the un-worked hours. Employees who leave work before an official early closing time, as well as employees who report 37 for work late or do not report for work because of hazardous conditions may also use earned vacation or compensatory leave for days or hours not worked.~~

ARTICLE VII. HOLIDAYS AND LEAVES OF ABSENCE

Section 28. Adverse and Inclement Weather/Hazardous Conditions

The Town Manager shall be authorized to close Town Hall and suspend town services during normal business hours for any reason for a period not exceeding two days. The Town Manager shall obtain approval from the Mayor to close Town Hall and suspend town services during normal business hours for a period exceeding two days and shall obtain approval from a quorum of the Town Council for a period exceeding five days.

The Town must provide emergency services and critical operations during and following inclement weather and natural disasters. Emergency services and critical operations include but not be limited to the following:

1. Upholding of law and order;
2. Fire suppression;
3. Medical and water rescue;
4. Water supply and security;
5. Emergency accessibility to citizens;

All staff shall be designated as critical or non-critical. The following staff shall be deemed critical but not limited to:

- Administration
 - (1) Town Manager
 - (2) Other staff designated by the Town Manager
- Public Services
 - (1) Public Services Director
 - (2) Water Supervisor(s)
 - (3) Public Works Supervisor(s)
 - (4) Other staff designated by the Public Services Director
- Police Department
 - (1) Police Chief
 - (2) All sworn officers
 - (3) Other staff designated by the Police Chief
- Fire Department
 - (1) Fire Chief
 - (2) All full-time firefighters
 - (3) Other staff designated by the Fire Chief

The Town Manager, Public Services Director, Police Chief, and Fire Chief shall ensure that the town has a sufficient number of critical staff available to provide emergency services and critical operations at all times including during and after inclement weather and natural disasters. Nothing in this section requires staff to perform duties in circumstances where death or major injury is likely, such as during the peak of a hurricane or similar event.

Whenever the Town Manager has closed Town Hall and suspended town services during normal business hours, non-critical staff shall be compensated at their normal salary and one of the following scenarios shall prevail:

1. The Town Manager or department head may allow non-critical staff to perform normal or alternate duties at their home; or
2. The Town Manager may wave performing duties at home when the ability to perform is unreasonable.

The Town Manager shall extend these privileges to critical staff upon the recommendation of the employee's department head when critical staff has encountered a unique circumstance inhibiting their ability to perform their duties in person. The Town Manager may continue to authorize staff be compensated at their normal salary once Town Hall has been reopened on a case-by-case basis where staff has been incapacitated by adverse weather for a period not to exceed five days unless the Town Manager receives approval by a quorum of the Council for an extension. When determining if a case exists for paid leave after opening Town Hall, the Town Manager shall consider the employee's ability to travel, functioning utility systems at their dwelling, childcare availability, and similar circumstances.

Nothing in this section shall prohibit staff from utilizing accrued leave if desired by the employee.

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MEMORANDUM

TO: Mayor and Council
FROM: John O'Daniel, Town Manager
DATE: March 3, 2026
SUBJECT: Personnel Resolution Amendment and Ordinance Amendment– Weapons Policy

Based on recent Council feedback and a strong interest in protecting staff's rights while maintaining a safe workplace, proposed updates to the Town's Weapons Policy have been drafted for further review and discussion.

For any policy of this nature to be implemented effectively and consistently, it must be written so supervisors can easily enforce it and distribute it to all staff. During our review process, several options were carefully considered to ensure clarity, fairness, and compliance.

The current policy prohibits employees from possessing any firearm or dangerous weapon while performing official duties, while on Town property, while in Town-owned vehicles, or in a personal vehicle that is used for Town business (with limited exceptions, such as law enforcement personnel).

The proposed revisions, based on the feedback received, would allow Town employees who hold a valid NC concealed carry permit to conceal or safely store a firearm under the same circumstances outlined above where they are currently not permitted. This approach seeks to balance individual rights with organizational responsibility while maintaining consistent standards across the workforce.

Importantly, this proposed change would not override or conflict with any applicable state or federal laws. Additional updates to related personnel policies may be recommended to ensure proper implementation, clear guidance, and continued prioritization of workplace safety.

These draft revisions are presented for thoughtful consideration and discussion as we work toward a policy that reflects legal compliance, operational consistency, and the values of our organization.

Personnel Policy

Section 14. Weapons Prohibited

No person employed by the Town, either paid or volunteer, is permitted to ~~possess any firearm or other dangerous weapon while performing duties, including while on Town property or any Town-owned vehicle or in any personal vehicle used by the employee to perform duties.~~ (Law enforcement officers are exempt from this section while performing their law enforcement tasks.)

Violation of this policy ~~will~~ result in disciplinary action, up to and including dismissal for the first offense.

Replace with:

Section 14. Weapons Prohibited

No person employed by the Town, either paid or volunteer, is permitted to violate Section 12-9 of the Town Ordinances restricting weapons on town property. (Law enforcement officers are exempt from this section while performing their law enforcement tasks.)

Violation of this policy may result in disciplinary action, up to and including dismissal for the first offense.

Town Ordinance

Sec. 12-9. - Weapons on town property.

- (a) The following definitions apply to this section:
- (1) *Town property.* Any public building, public office, or grounds or parking lots appurtenant to such buildings or offices in the legal possession or control of the Town of Atlantic Beach.
 - (2) *Weapon.* Any gun, rifle, pistol, revolver, shotgun, handgun, or other firearm of any kind, any sword, machete, switchblade knife, or other deadly weapon as defined with G.S. 14-269(a).
- (b) It shall be unlawful for any person to possess or carry, whether openly or concealed, and whether or not a concealed carry permit holder, any weapon in any town-owned building or on its appurtenant premises, upon the posting of a conspicuous notice or statement prohibiting such carrying on such property. The town manager is authorized and instructed to post appropriate conspicuous signage on town property, in accordance with law.
- (c) It shall be unlawful for any person to openly possess or carry any weapon in any park or other property, or their appurtenant premises, which is owned or otherwise under the legal control of the Town of Atlantic Beach. The carrying of a concealed handgun in accordance with G.S. 14-415.23 is prohibited in or upon the recreational facilities operated by the town and as specifically identified herein, upon posting in a conspicuous location at each entryway, athletic field, and appurtenant facility available to the general public with signage stating, "No concealed carry during organized, scheduled athletic events per town ordinance 12-9".
- a. Identified recreational facilities operated by the town - Atlantic Beach Town Park, 915 W Fort Macon Rd, athletic fields and appurtenant facilities during an organized, scheduled athletic event.
 - b. Exemption - This prohibition does not apply to greenways, open spaces, sidewalks, walking paths, or any other area not specifically identified.
- (d) This section shall not apply to:
- (1) A weapon used solely for (1) town-sanctioned ceremonial purposes, or (2) used solely in a town-approved program conducted under the supervision of a person who has been approved by town authority;
 - (2) Law enforcement officials or other governmental officials who are permitted to carry a concealed handgun within the scope of their employment as defined in G.S. 14-269(b); ~~and~~
 - (3) Persons employed by the Town, either paid or volunteer, that possess a valid concealed carry permit, except while inside of the town hall building without written permission from the police chief for exceptional circumstances; and
 - (4) A firearm stored within a motor vehicle while the motor vehicle is on town property.
- (e) Any person violating this section shall be guilty of a misdemeanor pursuant to G.S. 14-4 and shall be subject to a fine of one hundred dollars (\$100.00).