

Sign Types Usage Summary

3.1.1

#	Revision	Date

This sub-section summarizes the sign types regulated by this document and their usage in the Airport Services Buildings area.

There are three areas into which these sign types have been categorized.

- Support Roads: The sign types included in this category are to be used only in the Airport’s support roads.
- All Airport Services Buildings: The sign types included in this category are to be used in all support facilities buildings including cargo buildings.
- Only Cargo Buildings: The sign types included in this category are to be used only on Cargo buildings to identify the tenants.

NOTE:

The sign types included in this document were proposed based on the existing Airport Services Buildings conditions at the time of this submittal (May 2005). However, modifications to this document may occur as new buildings are added. Any modification to these guidelines shall be approved by Massport.

Usage/Location	Function	Hierarchy	Sign Types	Description
SUPPORT ROADS	Directional	Primary	ST- 501	Vehicular/Roadside One/Two Directional Freestanding

Usage/Location	Function	Hierarchy	Sign Types	Description
ALL AIRPORT SERVICES BUILDINGS	Identification (Building)	Primary	ST- 551	Vehicular/Facade Building ID. Wall Mount
		Secondary	ST- 552	Vehicular/Roadside Building ID. Floor Mount
			ST- 553	Pedestrian/Entry Door Building ID. Wall Mount

Usage/Location	Function	Hierarchy	Sign Types	Description
ONLY CARGO BUILDINGS (Tenants)	Identification (Tenants)	Secondary	ST- 561	Vehicular/Facade Tenant ID. Wall Mount
			ST- 562	Pedestrian/Entry Door Tenant ID. Wall Mount

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Sign Types General Guidelines

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Support Roads: (ST - 501)

ST- 501 and 502 General Guidelines:

- Sign Type 501 (Directional- Primary) shall be used on the support roads to direct people from and to the Airport Services Buildings.
- This sign type shall follow the Graphic Standards described in Section 2.2 to 2.6 of this document. Specific sign sizes, materials, and mounting requirements are included in Section 3.5 - Sign Type layouts.

All Airport Services Buildings: (ST - 551, ST - 552 and ST - 553)

ST- 551 (Identification-Primary) General Guidelines:

- Sign Type 551 shall be used to identify all Airport Services Buildings on the side of the road when possible. This sign will carry the building name and number for easy identification by drivers. ST - 551 can be used on both, cargo and non-cargo buildings if there is enough space between the facade and the road.
- Proposed signs shall follow the Graphic Standards described in Section 2.2 to 2.6 of this document. Specific sign sizes, materials, and mounting requirements are included in Section 3.5 - Sign Type layouts.

ST- 552 (Identification-Secondary) General Guidelines:

- Sign Type 552 shall be used to identify all Airport Services Buildings on the facade of the buildings when possible. This sign only identifies the building number at a vehicular scale. ST - 552 shall be used on both, cargo and non-cargo buildings when facade allows.
- Proposed signs shall follow the Graphic Standards described in Section 2.2 to 2.6 of this document. Specific sign sizes, materials, and mounting requirements are included in Section 3.5 - Sign Type layouts.

ST- 553 (Identification-Secondary) General Guidelines:

- Sign Type 553 (Identification-Secondary) shall be used to list the departments and/or offices that operate in the same building if applicable. This sign will carry the building number and the names of the departments as a reinforcement for pedestrians.
- Proposed signs shall follow the Graphic Standards described in Section 2.2 to 2.6 of this document. Specific sign sizes, materials, and mounting requirements are included in Section 3.5 - Sign Type layouts.

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- * **Cargo Building:** (ST - 561 and ST - 562)
 - Building mounted signs shall be the primary identification of companies leasing in Massport at Boston-Logan International Airport. No signs or advertising devices of any nature shall be erected to be visible from the exterior except as specifically permitted in this document.
 - Two types of building mounted signs shall be permitted: large building locator signs mounted on second floor facades and small doorway entry signs mounted above first floor doors.
 - Consistent sign elements shall be:
 - The mounting location on the buildings
 - The sign size in relation to the area of the building leased
 - Individual letters for building locator signs
 - Box signs for doorway entries
 - Materials
 - Variable sign elements shall be:
 - colors
 - type face and style
 - individual logos and corporate identification
 - letter size
 - All existing non-conforming signs shall be removed and replaced upon either lease renewal, major renovation, or change of tenancy.
 - Temporary signs will be permitted by Massport for new Tenant in cases where the permanent sign installation can not be approved and installed prior to commencement of operations by the Tenant.
 - Such temporary signs shall be professionally manufactured and made of nonflammable fabric; with screen applied lettering, sign graphics size, anchoring method, and proposed location to be approved by Massport. Fabric and anchoring methods shall be designed for high wind conditions prevalent at Logan.

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*The General guidelines included in this section for the corporate identity signage were taken from "SIGNAGE GUIDELINES SOUTH CARGO AREA" developed by Krueger Associates Inc. in October, 11 1992



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Design Review Process:

- Massachusetts Port Authority will provide one copy of the Guidelines and a scale drawing of the building elevation for use by the Tenant in preparing a signage submission.
- In accordance with TAA requirements, the Tenant shall make an application for a sign permit providing four copies of all the sign submittal documents to the Department as required below.
- The Tenant shall submit corporate graphics standards used for signage to document the relationship between the corporate standards and the signage application for this building.
- The Tenant shall submit building elevations for their proposed sign(s). Drawings shall be at 1/8" = 1'-0" scale. Each elevation drawing shall include as a minimum: layout on the elevation with dimensions, lettering shown to scale with accurate graphic representation of the style and configuration of letters, logo (if applicable), color, and material indications and a full size drawing of one letter.
- The Tenant shall submit color chip samples for the proposed color of the lettering box panel face and the box enclosure.
- The Tenant shall submit details indicating methods of fastening to building facade, design of illumination, electrical connections, and sealing from the weather.
- The Tenant shall submit complete written specification for all materials, installation methods and finishes related to proposed signs.
- Should the sign for which an application for a permit is made not conform to the Guidelines, the sign shall require a Special Permit from the Massachusetts Port Authority. A Special Permit shall be granted only where the Authority finds that to conform to the Signage Guidelines would involve substantial hardship or that the requirements of the Guidelines can no be met. Application for a Special Permit shall be accompanied by four copies of all the sign submittal document required.



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ST- 561 (Identification-Secondary) General Guidelines:

- All new corporate identity signage shall be mounted on building facades in the positions indicated in Section 3.5 - Sign Types Layouts pp. 3-22 to 3-29.
- All signs shall be fabricated individual letters indicating the corporate name or standard abbreviation.
- A corporate logo shall be permitted in addition to the corporate name.
- All letter and logo signage shall be electrically illuminated letters or logo graphics with internal lighting and translucent face.
- Lettering and logo styles, colors, and layouts shall be in accordance with corporate standards as submitted to Massport.
- All lettering shall be mounted in alignment with the bottom of the "maximum signage area" indicated Section 3.5 - Sign Types Layouts pp. 3-22 to 3-29. Minimum lettering size shall be 2'0" less than the maximum permitted.
- Each Tenant is limited to one sign per building regardless of the area leased.
- Lettering and logo graphics shall be mounted on the existing facade materials in accordance with specifications. Mounting shall be implemented in a manner which minimizes the size and number of fastenings and penetrations of the facade panels.
- Lettering and logo size shall be in proportion of the area of building being leased. As indicated on Section 3.5 - Sign Types Layouts pp. 3-22 to 3-29, standards for full building, half building, and quarter building leases apply to building 56, 57, 58, 62, and 63. Lettering size standards for full building, half building, 1/3 building, and 1/6 building occupancy apply to building 61.
- The power for the signs will be the responsibility of the Tenant. Electric work shall conform with all Massport TAA and Electrical Code requirements.

ST- 562 (Identification-Secondary) General Guidelines:

- All new entrance doorway signage shall be mounted on building facades above doorways in positions indicated by Section 3.5 - Sign Types Layouts pp. 3-30 to 3-32.
- All signs shall consist of a fabricated face panel on a box cabinet, indicating the corporate name or abbreviation.
- A corporate logo sign will not be permitted in addition to corporate name sign.
- Lettering styles, colors, and layouts shall be consistent with corporate standards as submitted to Massport.

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- The first Tenant in a building shall install its sign at the lowest height shown and subsequent Tenants shall install their signs above the previous Tenant signs. Lettering shall be centered in the box and be at least 10" high and no more than 12" high.
- Box cabinet signs shall be mounted on the existing facade materials in accordance with the specifications. The mounting shall be implemented in a manner with minimizes the size and number of fastenings and penetrations of the facade panels.
- The sizes of all box cabinet signs, lettering, and logos shall be as described below. As indicated in Section 3.5 - Sign Types Layouts pp. 3-30 to 3-32, one standard size applies for buildings 56, 57, 58, 61, 62, and 63.
- The power for the signs shall be made available by Massport to a junction box inside the building at a point nearest the exterior sign location. Circuitry and power shall be reviewed with Massport Engineering. Connecting power through the facade and sealing from the weather are the responsibility of the Tenant. All electrical work shall conform to Electrical Code requirements and Massport TAA requirements.



Identification System

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Series 100 - Terminals

Sign No.	Description
101 - 150	Directional
151 - 180	Identification
181 - 199	Informational

Series 200 - Curbside

Sign No.	Description
201 - 250	Directional
251 - 280	Identification
281 - 299	Informational

Series 300 - Parking

Sign No.	Description
301 - 350	Directional
351 - 380	Identification
381 - 399	Informational

Series 400 - Roadway

Sign No.	Description
401 - 450	Directional
451 - 480	Identification
481 - 499	Informational

Series 500 - Airport Services Buildings

Sign No.	Description
501 - 550	Directional
551 - 580	Identification
581 - 599	Informational

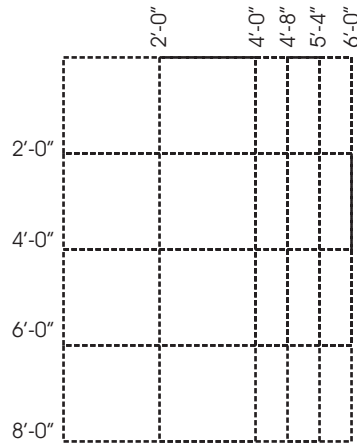
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Directional - Primary: Support Roads

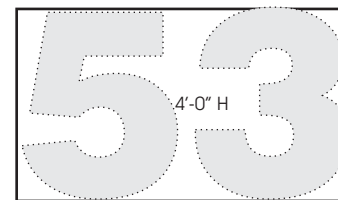
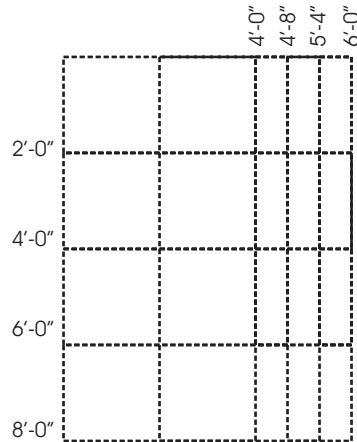
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Identification - Primary: All Airport Services Buildings

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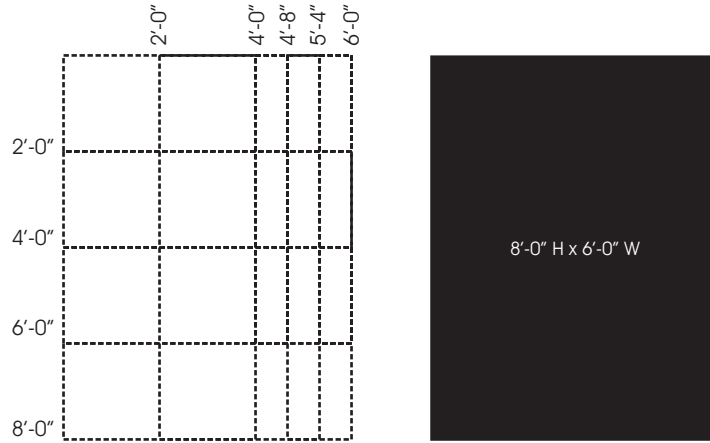
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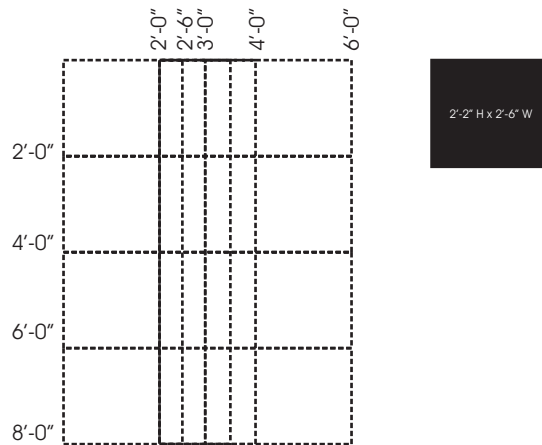
Identification - Secondary: All Airport Services Buildings

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Identification - Secondary: All Airport Services

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Identification - Primary / Secondary: Only Cargo Buildings

3.3.3

Not applicable. See section 3.5 - Sign Types Layouts pages 3-22 to 3-32 for specific leasing areas

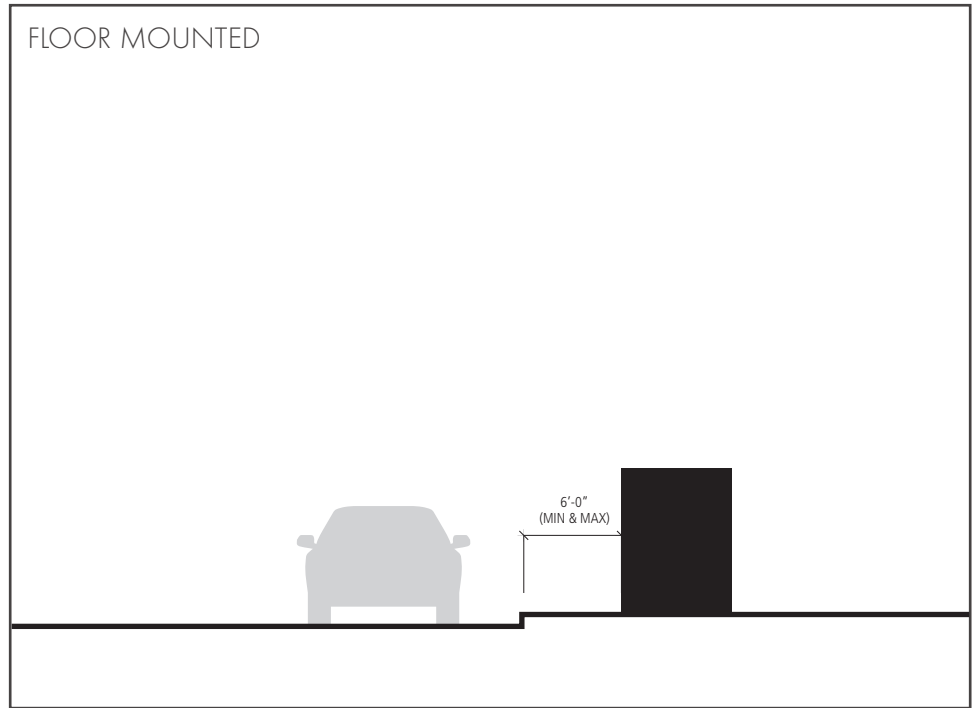
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Directional - Primary: Support Roads

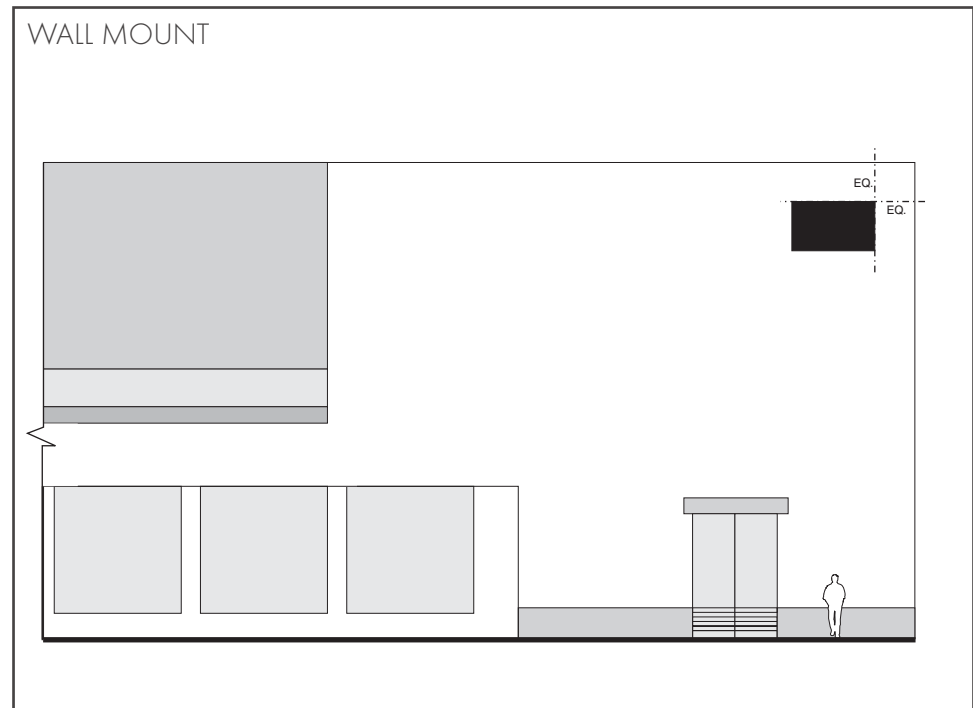
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Identification - Primary: All Airport Services Buildings

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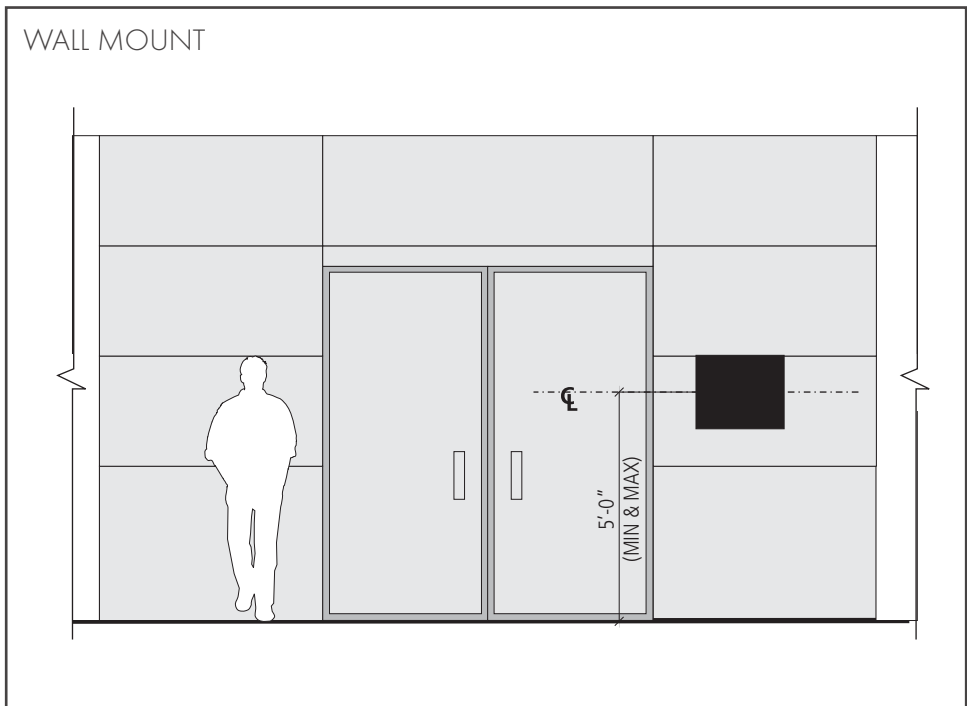
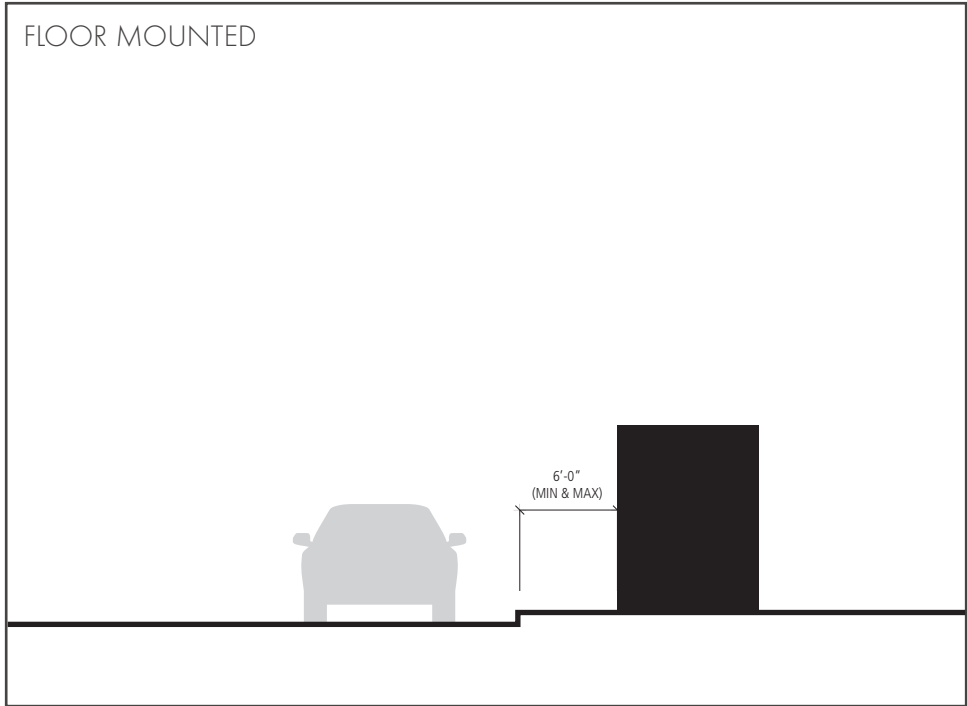
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Identification - Secondary: All Airport Services Buildings

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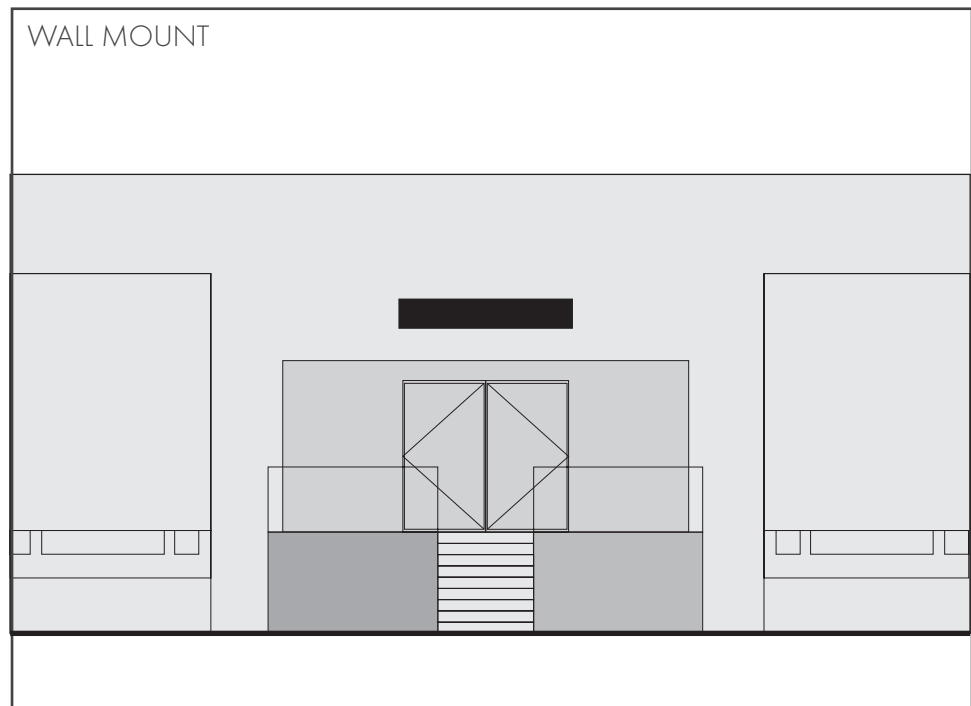
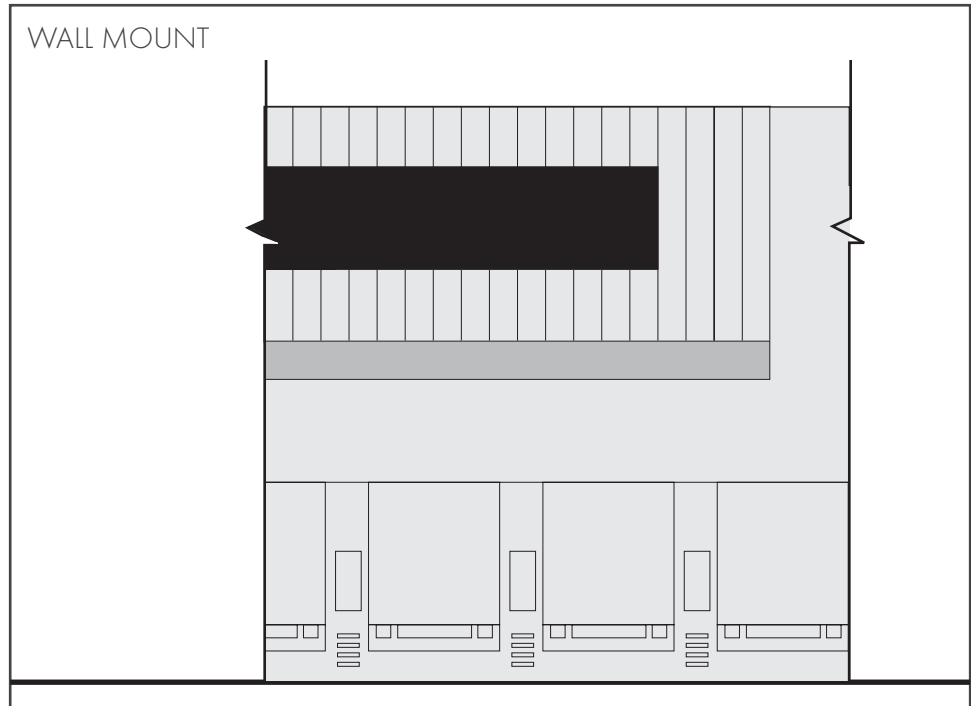
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Identification - Secondary: Only Cargo Buildings

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