

Design Options

WOODGATE



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Color Options



Contact the NPO about sign companies to work with. The sign design the association submits must include the sign color, font, shape, thickness, size and sheeting type. The neighborhood insignia and established date may also be added to the sign. Once the sign design is complete, the association needs to have the sign company create a visual mock up and attach it with the neighborhood sign topper application.



Developing neighborhood leadership and identity through beautification, revitalization, and resource sharing.



Neighborhood Partnership Office

1945 E. Jackson Road
Carrollton, Texas 75006
972-466-4299

Fax: 972-466-3175

cityofcarrollton.com/impact

Sign Topper Program



Decorative Sign Toppers

A great way to make your neighborhood stand out!



Identification Signs for Neighborhoods

Matching grants are available through the City of Carrollton's Neighborhood Enhancement Matching Grant Program. Neighborhood associations may apply for installation of neighborhood identification signs in their respective neighborhoods. These decorative sign toppers are a great way to:

- Help neighborhoods be recognized for their unique character
- Increase the visibility of a neighborhood to non-residents
- Encourage a sense of belonging and neighborhood pride
- Complement other neighborhood identity efforts

Qualified Neighborhoods Must:

- Be an organized Homeowner's Association or Neighborhood Association within City limits
- Register with the City's Neighborhood Partnership Office on an annual basis
- Be at least 10 years old

- Have a minimum of 30 residential units
- Match 1/3 of the total cost of the signs with sweat equity or donated funds

Process

- STEP 1. Identifying the Project and Preparing the Proposal**—Neighborhoods are encouraged to work together on creating meaningful designs that make their neighborhood associations stand out. Sign toppers can include logos, insignias, date established, and name of the neighborhood. Application materials and sign design specifications can be found at cityofcarrollton.com/signtoppers or by calling 972-466-4299.
- STEP 2. Submitting the Application**—After ensuring the project is eligible and the application is complete, it can be submitted to the Neighborhood Partnership Office. Applications are accepted on an ongoing basis.
- STEP 3. Staff Review**—After an application is submitted, it is reviewed by City staff to ensure all program requirements

are met. Staff may request additional information or revisions to the proposal from the project coordinator. After having met all sign topper specifications, the proposal is readied for presentation to the Neighborhood Advisory Commission (NAC) for the following month.

- STEP 4. Neighborhood Presentation**—Neighborhoods are required to present proposals at a NAC meeting. The NAC will vote on whether to approve the neighborhood proposal.

Installation Guidelines

- Installed only within the boundaries of Neighborhood Associations officially recognized by the City of Carrollton.
- There are two options regarding the number of signs to be installed.
 - Option 1: Install neighborhood identification signs along the perimeter or entrances to your neighborhood only.
 - Option 2: Install neighborhood identification signs at all intersections within the boundary of your neighborhood.