

Traffic Calming request procedure and processing

- 1) Property owners that reside on the street where traffic calming is requested may submit a written request to the Public Works Department (If the request involves a closure or speed humps then certain exceptional circumstances must be met and a petition will be required. Please refer to the City of Prescott's Traffic Calming Policy & Procedures)
- 2) A Transportation Coordinating Committee (TCC) meeting will be scheduled to briefly discuss the type(s) of device(s) that may be appropriate and to set the scope and schedule for investigations needed to evaluate the traffic circumstances.
- 3) City staff shall next prepare a conceptual technical report and route to the Police and Fire Departments for their review and comment.
- 4) The TCC shall review the conceptual report and Police and Fire comments and decide whether the request should proceed. If it does the TCC will then determine the affected geographical area, and request that the Department notify residents.
- 5) The Department shall notify residents in the affected area by letter and/or a public meeting as required.
- 6) The TCC shall take final action on the request at a scheduled TCC meeting by either adopting an action plan, or determining that no measures should be implemented.
- 7) City council shall be notified of all approved TCC action plans and have thirty (30) days to request the item be brought to City Council for approval. If no request from City Council is made within the allotted time then the installation will proceed.

*****For additional information please contact the Public Works Department at 777-1130*****

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- 11) The TCC shall review the conceptual report and Police and Fire comments and decide whether the request should proceed. If it does the TCC will then determine the affected geographical area, and request that the Department notify residents.
- 12) The Department shall notify residents in the affected area by letter and/or a public meeting as required.
- 13) The TCC shall take final action on the request at a scheduled TCC meeting by either adopting an action plan, or determining that no measures should be implemented.
- 14) City council shall be notified of all approved TCC action plans and have thirty (30) days to request the item be brought to City Council for approval. If no request from City Council is made within the allotted time then the installation will proceed.

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