

CRITERIA FOR THE PLACEMENT OF SIGNS UPON REQUEST BY CITIZENS

PURPOSE:

To outline a standardized procedure that can be used by City of Haysville staff to consider requests for additional signage made by citizens. These requests include not only regulatory signs, but also cautionary signs such as “Children at Play”, “Autistic Child”, and “Deaf Child” signs.

DEFINITIONS:

PROCEDURE:

1. A request will need to be sent to the Chief Administrative Officer at which time it will be forwarded to the Chief of Police and the Public Works Director. The request should include what type of sign is requested and a detailed explanation of why the citizen feels that the sign is necessary. The person submitting the request should also give some specific examples that they have witnessed that may support their request. Specific examples would be automobile accidents, speeding vehicles, certain times vehicles are parked causing issues, etc.

2. Each request must be handled on a case by case basis. What may work in one application may cause problems in another. City staff will also consider what the ultimate goal of the additional signage is. While regulatory signs have some enforcement action attached, cautionary signs are unenforceable, and have no repercussion if a driver chooses to disregard them.

3. The Chief of Police and the Public Works Director shall gather information on the area including maps, traffic accident and citation data, current sign locations and condition, and any other data relevant to the request. Other information can include previous or new traffic studies or other speed and traffic observations as deemed appropriate. The location will also be visited by the appropriate personnel for a current assessment.

4. The City of Haysville follows the MUTCD which is the Manual on Uniform Traffic Control Devices. It is the national standard for traffic signs. The City also relies upon engineering best practices, and lessons learned from other jurisdictions.

5. Once all of the information is gathered, the Chief of Police, Public Works Director, and Chief Administrative Officer shall meet and discuss the findings. From the meeting they will develop a conclusion and plan any actions to be taken by the city.

6. Although a certain type of sign was suggested by the citizen, City Staff may elect a different sign, or possibly even a different means of addressing a problem. For example a parking issue during special events may be eliminated by the use of some temporary barricades in the street rather than permanent signs.

SAFETY CONSIDERATIONS:

1. The City always considers the safety of our citizens and employees our paramount concern.

2. Sign placement should be carefully considered so that drivers do not become confused or distracted causing a safety hazard in itself.

3. Signs should also not be overused. With too many signs on a roadway, drivers may become desensitized to signs and disregard them.

4. Staff will also make careful consideration as to whether a sign provides a false sense of security. For example a “Children at Play” sign may cause the children or parents in the area to feel that the kids playing in the street have some protection because of the sign. The reality of the matter is that they still must be alert to vehicle traffic in the street. Playing in the street in any location is not recommended.