

RESIDENT REQUEST EVALUATION PROCESS

Step 1

1. Receive resident request for action.
 - a. Signed by representatives of at least five households.
 - b. Submitted to Borough Manager for forwarding to TAC.
 - c. Identifies problem/concern (i.e. speeding, pedestrian safety), not solution.
2. Collection of data by TAC.
 - a. Field view and report by TAC.
 - b. Data collection by Police/Public Works, including: traffic volume/speed counts; review of accident data; pedestrian counts; other data as needed/appropriate. A scored evaluation system will be used as guidance for TAC recommendation.
3. Review and recommendation by TAC.
 - a. TAC reviews data and makes written recommendation to Public Safety Committee to institute one or more of the following: Level 1: Education; Level 2: Enforcement; Level 3: Installation of Traffic Calming Measure (see Step 2).
 - b. Re-evaluation (including data collection) 1 year following implementation of implemented measures if Level 1 and/or Level 2.
 - c. Response to residents regarding effectiveness of Level 1/2 strategies.

Step 2 (if Step 1 determined by Public Safety Committee to be insufficient in addressing identified concerns or 1 year review shows insufficient progress.)

1. TAC establishes impact area.
2. Requestors obtain approval of 60% of property owners within impact area for further action.
3. TAC, with neighborhood participation, develops action plan, including potential traffic calming and/or traffic control measures. Range of measures to be considered dependent upon the type and magnitude of concerns as well as EMS routes, Snow Emergency Routes and Functional classification. Measures and methods contained with the Pennsylvania Department of Transportation Traffic Calming Handbook will be given highest priority. If significant expenditures will be required for implementation, send to Public Safety Committee for review and *recommendation prior to (4) below*.
4. Community meeting/presentation of preferred measures.
5. Borough sponsored petition for implementation; threshold for proceeding 60% affirmative responses from households within impact area.
6. Recommendation to Public Safety/Borough Council for implementation (including final request for funding).