DEPARTMENT OF PUBLIC WORKS

STOP CONTROL POLICY

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07/28/16

CITY OF ALBERT LEA DEPARTMENT OF PUBLIC WORKS
RESIDENTIAL STOP CONTROL REQUEST
POLICY/PROCEDURES

Due to the increasing number of requests for stop control and to address concerns for vehicle speed and safety in residential neighborhoods, the City established this traffic stop control policy.

This policy provides a procedure to respond to requests for stop control in residential neighborhoods and to address the safety and quality of life issues related to these concerns. It is the intent of this policy to address the need for a review, screening and justification procedure for the installation of stop control in residential neighborhoods.

The Minnesota Manual on Uniform Traffic Control Devices establishes "warrants" for stop control. However, these warrants are not intended to address the conditions present on residential neighborhood/local streets. These Mn/MUTCD warrants are intended to address the conditions present on higher functional classification roadways such as major collector and arterial streets.

The City of Albert Lea residential stop control policy recognizes that there are conditions that may justify stop control at local residential street intersections. These predominant causes or conditions are related to vehicle speed, traffic volume, sight distance, pedestrian activity and traffic accident history. It also recognizes that there must be a method to screen requests for stop control in order to reduce the indiscriminate use of stop control where it is not justified.

Upon receiving an initial request for stop control, the City will provide the interested party with an informational flyer describing the policy and procedure and specific information concerning stop control, what it can and cannot do for the neighborhood, what the likely side effects of stop control are, what cautions should be considered, and who they should contact at the City should they choose to go forward with their request for stop control. Along with this flyer, a petition form and instructions for use will be attached in order to obtain support in the form of signatures from the neighborhood.

Should the neighborhood decide to go forward with their stop control request, they should complete the attached petition form and submit this petition to the City of Albert Lea Public Works Department. Once this signed petition has been received by the Public Works Department, a site survey and traffic data collection will be scheduled for the subject intersection. This site survey and data collection can be done only from May through October due to weather related conditions.

This site survey will include traffic volume counts on all intersection legs and an approach speed survey on the uncontrolled approaches. A review of sight distance, pedestrian use and traffic accident history for the past 12 months will also be completed.

When the site survey/traffic data collection has been completed, the subject site will be evaluated based on a worksheet system where points are scored for the various speed, volume, sight distance, traffic accident history and pedestrian use criteria. When a minimum point threshold is reached or exceeded, the stop control may be justified. The final recommendation to install stop control will be made based on this evaluation and the professional judgment of the appropriate City staff. The site evaluation, data collection, and staff recommendation will be completed within 60 days of receipt of the submitted petition.

Once the final recommendation to install stop control has been given for the subject intersection, the appropriate Resolution for City Council action will be prepared and included in the agenda for the next available City Council meeting. The neighborhood will also be notified of this action.

If the final recommendation for the subject site is not to install stop control, the neighborhood will be notified of that decision and provided additional materials relative to their case and what other actions or measures could be considered.

CITY OF ALBERT LEA DEPARTMENT OF PUBLIC WORKS

RESIDENTIAL STREET STOP CONTROL JUSTIFICATION WORKSHEET

INTERSECTION LOCATION: _____

EXISTING TRAFFIC CONTROL: _____ **DATE:** _____

This Residential Street Stop Control Justification Worksheet is applicable only to intersections of residential streets with speed limits of 30 miles per hour. This procedure is "not" to be applied to the intersection of a local residential street with a major collector or arterial street as identified in the City's Transportation Plan.

RESIDENTS' PETITION

A petition has been submitted to the City which has been signed by more than 50% of the residents within 300 feet of the subject intersection and who live on the streets that would be affected by the requested Stop Control.

SUBMITTED BY: _____ DATE: _____

ADDRESS: _____ PHONE: _____

APPROACH SPEEDS

			1	2
Uncontrolled approach speed. Check two boxes, one for the 85th percentile approach speed group and one for the highest recorded speed group with two or more observations.	27.5 miles per hour or less	0 points	☐	☐
	27.6 to 32.5 miles per hour	10 points	☐	☐
_____ 1 = 85th percentile approach speed (highest approach)	32.6 to 37.5 miles per hour	20 points	☐	☐
	37.6 to 42.5 miles per hour	30 points	☐	☐
_____ 2 = highest recorded speed group with two or more observations.	42.6 to 47.5 miles per hour	40 points	☐	☐
	47.6 to 52.5 miles per hour	50 points	☐	☐
	52.6 miles per hour or more	60 points	☐	☐

TRAFFIC VOLUMES

			1	2
Intersection approach daily traffic volume. Check two boxes for the total major street approach volume and one for the highest minor street leg.	Less than 250 vehicles per day	0 points	☐	☐
	250 to 450 vehicles per day	10 points	☐	☐
_____ 1 = total daily traffic volume for both major street approaches	450 to 700 vehicles per day	20 points	☐	☐
	700 to 1000 vehicles per day	30 points	☐	☐
_____ 2 = highest minor street approach daily traffic volume (times two).	More than 1000 vehicles per day	40 points	☐	☐

SIGHT DISTANCE RESTRICTION

The safe stopping sight distance on any uncontrolled approach is restricted to less than 300 feet by horizontal and/or vertical roadway alignment, or by other "permanent" obstructions to sight distance.	60 points	☐
The safe stopping sight distance on any uncontrolled approach is greater than 300 feet but less than 450 feet due to horizontal and/or vertical roadway alignment, or other "permanent" obstructions to sight distance.	10 points	☐

OTHER CONDITIONS

The number of reported traffic accidents at the subject intersection within the past 12 months	= _____ x	10 points	= _____
School, park, bus stop or other major pedestrian generator causing many pedestrians to cross the subject intersection.		20 points	☐

PREPARED BY: _____ **Total Points** ☐

If the worksheet point total is greater than or equal to 120, stop control may be "justified" at the subject intersection. See the reverse side of this worksheet for an explanation of the results of this review and the status of this request.

CITY OF ALBERT LEA DEPARTMENT OF PUBLIC WORKS

RESIDENTIAL STREET STOP CONTROL JUSTIFICATION WORKSHEET

RESULTS AND STATUS OF THIS RESIDENTIAL STREET STOP CONTROL REVIEW

Total Points	Results and Status
120 +	Conditions at the subject intersection may "justify" installation of residential street stop control. After further review, a final City staff recommendation will be made based on the results of this worksheet and professional judgment. If the recommendation is to install Stop Control a City Council Resolution will be prepared and submitted for Council action on the next available City Council agenda. Once the City Council has approved this Resolution the stop control will be installed as soon as work schedules permit.
100-120	Conditions at the subject intersection "do not" justify installation of residential street all-way stop control at this time. However, conditions do warrant further future review. In approximately 12 months the City staff will initiate contact with the neighborhood to verify continued interest in stop control installation at this intersection. If so, traffic data collected will be updated and the intersection re-evaluated. After one re-evaluation that results in 90 points or less the neighborhood will be required to submit a new petition at such time that they feel conditions have changed significantly and continue to want Stop Control.
< 100	Conditions at the subject intersection "do not" justify installation of residential street stop control at this time. However, further review may be justified at some future time. After two or more years, or after the neighborhood feels there has been a significant change in conditions, the neighborhood can submit a new petition for residential street stop control at this intersection.

Should there be any questions or comments concerning this review please contact:

Steven Jahnke, Director of Public Works/City Engineer at 507-377-4325 or sjahnke@ci.albertlea.mn.us

USE AND APPLICATION GUIDELINES FOR THE CITY OF ALBERT LEA RESIDENTIAL STOP CONTROL JUSTIFICATION WORKSHEET

The residential stop control justification worksheet was developed in order to respond to increasing requests by residents for stop control to address safety concerns in their neighborhoods.

This worksheet was developed by the City of Lakeville and adopted by the City of Albert Lea through a cooperative work effort between residents, city council, city staff, and assisted by the City's traffic engineering consultant, all part of an appointed traffic safety policy committee. In following the intent of the recommended policy and procedures for residential stop controls, this worksheet was developed to evaluate the speed, volume, site distance, traffic accident, and pedestrian activity criteria for the subject intersection request.

This policy and procedure is intended only for local/residential neighborhood street intersections with speed limits of 30 mph. Higher functional classification streets such as major collector or arterial streets are not applicable to this Policy Procedure and the standard Stop Control Warrants in the Minnesota Manual on Uniform Traffic Control Devices apply.

Following are directions for completing the worksheet.

Functional Classification Review

The first step in this process is to review the current City Transportation Plan to verify that the subject intersection is not on a designated major collector or arterial street. If the subject intersection is on a major collector or arterial street, the Mn Manual on Uniform Traffic Control Devices supersedes this procedure and the MnMUTCD warrants for Stop Control shall be applied.

Residents Petition

Once the petition for residential stop control has been submitted to the City, a review is made of the number of "households" within 300 feet of the intersection that have signed the petition. Either through the site survey or by use of appropriate mapping, the "total" number of households is determined within 300 foot from the center of the subject intersection and along the streets that would be affected by the Stop Control. From the number of households (not the number of residents) signed on the petition and the total number of households within 300 feet of the subject intersection, the percent of households signing the petition is made. At least 51 percent of the total number of households within 300 feet of the subject intersection must have signed the petition.

Approach Speeds

Based on the speed data collected for the uncontrolled approaches to the subject intersection enter these speeds in the blanks on the worksheet and mark two boxes on the worksheet, one for the highest 85th percentile speed and one for the highest recorded speed group with 2 or more observations.

Traffic Volumes

Based on the average daily approach traffic volumes collected at the subject intersection, enter the approach traffic volumes in the blanks on the worksheet and mark two boxes on the worksheet, one for the major street "total" approach volume (both approaches) and one for the highest minor street approach volume (doubled or times two).

Sight Distance

Based on the site survey, determine if the available site distance on each uncontrolled approach to the subject intersection is adequate. This can be done by driving or walking those uncontrolled approaches and stopping at a "point" 300 feet and also at 450 feet from the subject intersection. At each of these locations, look to see if some feature on the controlled approach like a car, curb, sign or other appropriate feature is visible from that location. Measure the distance between a "point" at 300 feet and also at 450 feet from the center of the subject intersection using either a vehicle installed distance measuring instrument (DMI) or measuring wheel.

Mark the box and score 60 points on the worksheet if the sight distance is less than 300 feet (unsafe condition). Where the controlled approach is not visible from the 300 foot point.

Mark the box and score 10 points if the sight distance is greater than 300 feet but less than 450 feet (uncomfortable condition). Where the controlled approach is visible at the 300 foot point but not at the 450 foot location.

Other Conditions

Based on traffic accidents recorded by the City police for the last 12 month period enter the number of accidents (not number of vehicles or persons involved) in the blank space. Multiply this number of accidents by 10 points and enter the score in the adjacent box.

Based on the site survey and other available information, mark the box and score 10 points if there is significant pedestrian activity crossing the subject intersection caused by a nearby school, park, bus stop or other pedestrian generator.

Worksheet Results

Total the points scored for each category box marked or the points for accident history and enter that total in the total points box. If the total point score is greater than or equal to 120, all-way Stop Control may be justified at the subject intersection. The final recommendation to install Stop Control at the subject intersection will be made based on the results of this worksheet and the professional judgment of the City Staff.

CITY OF ALBERT LEA INFORMATIONAL FLYER
(Is Stop Control the right prescription for your residential neighborhood street intersection?)

- Symptoms—speeding vehicles, higher traffic volumes, concern for child and adult safety. It is reasonable that neighborhoods be concerned for speeding vehicles and safety issues and general neighborhood wellness.

- Stop Control—is it effective in treating your neighborhoods safety concern? Stop Control has been shown to be effective in diverting or redistributing high "through" traffic volumes. But the data shows that they are not very effective in reducing overall travel speeds or increasing safety in typical residential neighborhoods.

- Side Effects—negative side effects from the installation of a Stop Control, like increased rate of stop sign violators, plus increased acceleration/deceleration, noise, auto emissions, fuel consumption and travel delay.

- Cautions --- don't allow a false sense of security to develop. The street should not be considered a safe area to play in or along side under any circumstances even with a Stop Control in place. Over use of Stop Control can lead to contempt and non-compliance of this important control.

- Schedule an Appointment—submit a request for Stop Control with a petition signed by neighbors in favor of the Stop Control.

- Physical Examination—taking the pulse of your neighborhood intersection. The City will schedule traffic data collection and site survey of your intersection after they receive the petition/request for Stop Control. This activity includes traffic counts, speed measurement and site survey. This site survey and data collection activity can only be done from May through October due to weather conditions.

- Diagnosis and Treatment—based on the traffic data collected and present at your neighborhood intersection, the City will determine if Stop Control is justified and would be an appropriate form of treatment in your case. If not, some other form of treatment may be indicated.

- Other Treatments Available—increased traffic law enforcement, "neighborhood watch," and neighborhood communication and education programs.

- To proceed with your request for Stop Control, please circulate a petition for this Stop Control through the neighborhood (all residents within 300 feet from the subject intersection and along the affected streets). When the neighborhood residents have signed this petition please submit this petition to Steven Jahnke, Director of Public Works/City Engineer, City of Albert Lea, (507) 377-4325, sjahnke@ci.albertlea.mn.us

CITY OF ALBERT LEA DEPARTMENT OF PUBLIC WORKS

RESIDENTS' PETITION FOR RESIDENTIAL STREET ALL-WAY STOP CONTROL REVIEW

INTERSECTION LOCATION: _____

Neighborhood Representative: _____ **Date:** _____

Representative's Address: _____ **Phone:** _____

We; the undersigned residents of the neighborhood within 300 feet of the above referenced intersection and residing on the subject streets, petition the City of Albert Lea to undertake a review of conditions at this intersection in consideration of installation of Residential Street All-way Stop Control. This Petition is submitted to the City in response to concern for safety and well being in the neighborhood. Specific concerns identified for each household are listed as follows (choose one or two most important):

1. Speeding Traffic	2. Traffic Volume	3. Through Traffic	4. Sight Distance	5. Traffic Accidents	6. Other (state)

HOUSEHOLD ADDRESS	HOUSEHOLD SIGNATURE	CONCERN #