

CITY OF WAUWATOSA

STOP SIGN INSTALLATION POLICY

I PURPOSE

To establish a consistent and standardized process to evaluate the request for the installation of a stop sign within the City of Wauwatosa. The policy is intended to provide a procedure for the review and approval or denial of a stop sign request.

II STATEMENT OF POLICY

The City of Wauwatosa Transportation Affairs Committee deems it important to provide and improve public rights-of-way to ensure the safety of vehicular, bicycle, and pedestrian traffic within the City.

III DEFINITIONS

Director of Public Works means the Director of Public Works or designee for the City of Wauwatosa, Wisconsin

MUTCD means the Manual on Uniform Traffic Control Devices (latest edition)

Police Department means the Police Department for the City of Wauwatosa, Wisconsin

Public Works Department means the Public Works Department for the City of Wauwatosa, Wisconsin

Transportation Affairs Committee (TAC) means the Transportation Affairs Committee of the City of Wauwatosa, Wisconsin

IV Policy

Requests for a stop sign will be evaluated by the Public Works Department and approved or denied utilizing the following process:

1. Requests may be made by residents, businesses, or any other users of the City's street system.
2. Requests for stop signs shall be submitted to the Public Works Department utilizing a standard request form that may be obtained from www.wauwatosa.net or by calling 414-471-8422.
3. Upon receipt of the request, the Public Works and Police Departments will collaborate to collect the necessary data to evaluate the request based on guidance from the MUTCD.
4. The Director of Public Works will evaluate the data collected to determine if the requested stop sign meets any of the required warrants as outlined in the MUTCD.
5. If the stop sign is not warranted the Director of Public Works will notify the person/s making the request of the results and send a copy to the Aldermen of the District. Should the applicant wish to appeal the decision of the Director of Public Works he/she must submit a letter describing why MUTCD guidance should not be utilized. The TAC will then discuss the item and will chose to uphold or overturn the Director's decision.
6. If the stop sign is warranted the Director of Public Works will place the item on a future TAC agenda for discussion and potential approval.