

Exhibit A

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM

There is a growing concern in Park City to manage automobile use and reduce the impact of noise, safety, and improve livability/walkability. The Neighborhood Traffic Management Program (NTMP) provides residents an opportunity to jointly work with City professionals to evaluate the requirements, benefits, costs, and tradeoffs of using various traffic calming measures and techniques within their own neighborhood. The program outlines the many ways residents, businesses and the City can work together to help keep neighborhood streets safe.

Goals

- Improve the quality of life in neighborhoods
- Improve conditions for pedestrians
- Create safe and attractive streets
- Reduce accidents
- Reduce the impact of motorized vehicles within a neighborhood
- Balance the transportation needs of the various land uses in and around a neighborhood

Objectives

- Promote safe and pleasant conditions for residents, motorists, bicyclists, and pedestrians on residential streets.
- Improve neighborhood livability and quality of life by mitigating the impact of vehicular traffic on residential neighborhoods.
- Promote, encourage and support the use of multi-modal transportation alternatives.
- Encourage resident participation in all phases of Neighborhood Traffic Management Program activities.
- Provide for the safe and efficient movement of people and goods while preserving, enhancing, or reclaiming the neighborhood's livability and to guide the use of the Park City street system to control air pollution, traffic, and livability problems.
- Educate property owners as to ways they can help to ease traffic problems.
- Enlist the Police Department to focus on areas where there is a community concern for speeding.
- Establish guidelines and a framework for consistent decision making by utilizing the most current edition of the MUTCD Manual, traffic engineering and safety studies, experiences of other communities, community guidelines and input from local professionals..

Policies

- A combination of education, enforcement, and engineering methods should be employed. Neighborhood Traffic Management devices should be planned and designed in keeping with sound engineering and planning practices. Park City shall direct the installation of traffic control devices (signs, signals, and pavement markings) as needed to accomplish the project, in compliance with the project objectives, municipal code and pertinent state and federal regulations.
- Emergency vehicle response time should be accommodated in keeping with the response standards:
 - If current emergency vehicle response time is greater than the standard, Neighborhood Traffic Management efforts shall not further degrade the existing response time;
 - If the current response time is less than the standard, then Neighborhood Traffic Management shall not cause the response time to exceed the standard.
- Transit service access, safety, and scheduling should not be adversely impacted.
- Reasonable automobile access should be maintained. Pedestrian, bicycle, and transit access should be encouraged and enhanced wherever possible.
- In general, arterial street traffic will not be directed over neighborhood streets.
- Parking removal should be considered on a project-by-project basis. Parking needs of residents should be balanced with the equally important functions of traffic, emergency vehicle access, transit, bicycle, and pedestrian movement.
- The Neighborhood Traffic Management projects should not cause an increase of more than 50 vehicles per day (vpd) off the Project Street through the use of traffic diversion devices. If it is anticipated more than 50 vpd will be added to an inter-neighborhood street, the impacted neighborhood will be invited to participate in the neighborhood discussion prior to implementing any recommended action..
- To implement the Neighborhood Traffic Management Program, certain procedures should be followed in processing Neighborhood Traffic Management requests in accordance with applicable codes and related policies and within the limits of available resources. At a minimum, the procedures shall provide for submittal of project proposals; project evaluation (including risk management analysis) and selection; resident participation; communication of any test results and specific findings to project area residents and affected organizations before installation of permanent Neighborhood Traffic Management devices; and appropriate City Council approval.

To implement the NTMP, certain procedures shall be followed by the City in processing traffic management requests according to applicable codes and related policies within the limits of available resources. At a minimum, the procedures shall provide for:

- a simple process to propose projects;
- a system for staff to evaluate proposals;
- neighborhood representation and participation in plan, development and evaluation;
- communication of any test results and specific findings to area residents and affected neighborhood organizations; strong neighborhood support and acceptance by adjacent impacted neighborhood/commercial areas before installation of permanent traffic management devices; and
- Using passive traffic controls as first effort to solve most neighborhood speed problems.

Eligibility

All individuals, neighborhood, and business districts on city streets are eligible to participate in the NTMP. Any traffic management techniques desired to be used on Utah Department of Transportation (UDOT) owned streets must also be approved by UDOT.

Funding Alternatives (not in priority order)

1. 100% Private Funding
2. Approved as a part of the City's Capital Improvement Program
3. Combination of 1 and 2
4. Special Improvement District
5. City Traffic Calming Funds

Procedures

Phase 1

Phase 1 consists of the TMC or a representative on the TMC receiving an inquiry or complaint relating to traffic, parking, signage, sidewalks, pedestrian, bicycles, lighting or other issues concerning activity within the city's street rights of way or UDOT rights of way within the city limit.

1. The item may be handled directly by the TMC representative or discussed at the monthly meeting of the TMC. Issues will be discussed with respect current codes, resources, timing, and possible outcomes and if the request should move to a Phase 2. The TMC representative will contact the appropriate individual with the results of the TMC meeting. If further action is required, the TMC representative will be accountable for ensuring the next steps are outlined to the individual(s) such as Phase One providing some immediate relief and problem assessment by assigning traffic officers to conduct enforcement, including speed control, along with deploying the TMC's traffic trailers to help reduce the traffic issue.
2. Evaluation
Evaluation of Phase 1 actions should not exceed three (3) months.

Phase 2

Phase 2 consists of implementing passive traffic controls.

1. **Initiation/Eligibility**
Neighborhood complaint must include petition signed by at least 5 residents or businesses in the area to initiate Phase 2 of traffic calming process.
2. **Review of petition by Traffic Management Committee to determine if the issue(s) can be resolved through existing ordinances or programs and/or if more information needs to be collected. If agreement can be reached with the petitioners on a solution, a neighborhood meeting is not required.**
3. **Phase 2 First Meeting**
Neighborhood meeting is hosted by Park City to gain an understanding of issues and determine goals of traffic calming petition, initiate community education, initiate staff investigation of non-intrusive traffic calming measures, discuss options, estimate of cost, timing, and process. A neighborhood shall appoint a representative(s) as a point of contact and liaison to the Traffic Management Committee.
4. **Phase 2 Implementation**
 - a. Staff considers non-intrusive traffic calming techniques such as signing, striping, and general traffic control. Minimum actions may include *Residential Area* signs, speed limit signs, review of striping, review of turn restrictions, review of appropriate traffic control devices, consideration of temporary speed trailers, as well as increased Police enforcement.
 - b. Community watch program may be initiated. This program includes neighbors calling police to request increased speed limit enforcement, neighborhoods checking out the radar speed gun from Police to monitor speeds and record licenses, neighbors disseminating flyers printed by the City reminding the community to slow down, community watch for commercial or construction vehicles, etc.
 - c. Targeted police enforcement will begin to include speed control.
 - d. Vehicle speeds and counts. Results posted on the City's web-site (www.parkcity.org).
 - e. All discussion of data and solutions will take place at the Traffic Management Meeting held on the 2nd Wednesday of each month. The neighborhood representative(s) will be invited to attend and participate in the discussion of data and possible solutions and course of action.
5. **Phase 2 Evaluation**
Evaluation of Phase 2 actions will occur over a 3 to 9 month period. Evaluation will include visual observations by residents and staff and some quantitative data may be collected on the effectiveness of non-intrusive measures implemented.
6. **Phase 2 Neighborhood Evaluation Meeting**
Phase 2 evaluation meeting will be held with the neighborhood liaison and interested

neighbors to discuss results of Phase 2.

7. **Manager’s Report to City Council**
Phase 2 actions and recommendations from evaluation meeting presented including differing opinions. A council may request a future work session to discuss actions and next steps.
8. **Appeal Process-** A citizen(s) within the effected neighborhood may appeal a staff recommendation within 30 days of the council’s review of the Manager’s Report. The council may request a future work session to make a determination and take action.

Phase 3

1. **Phase 3 Initiation-**Twenty -five percent (25%) of the residents within the proposed neighborhood area may request in writing a request to initiate the Phase 3.
2. **Define Neighborhood Boundary-** At a minimum; a neighborhood will include all residents or businesses with direct access on streets to be evaluated by Phase 3 implementation. Residents or businesses with indirect access on streets affected by Phase 3 implementation may be included in neighborhood boundary only at the discretion of staff.
3. **Phase 3 Data Collection and Ranking-** Staff perform data collection to evaluate and rank neighborhood problems and the ability to solve problems. Data collection will include the following and will result in a quantitative ranking.

Criteria	Points	Basis Point Assignment
speed data (48 hour),	30	Extent by which the 85 th percentile traffic speed exceeds the posted speed limit (2 points per 1 mph)
volume data (48 hour),	25	Average daily traffic volumes (1 point per 100 vehicles, minimum of 500 vpd)
accident data (12 month)	24	Accidents caused by speeding (8 points per accident)
proximity to schools	5	Points assigned if within 300 feet of a public or private school
pedestrian crossing, bicycle routes, & proximity of pedestrian generators	5	Points assigned based on retail, commercial, and other pedestrian generators.
driveway spacing	5	If more than three driveways exist in any 100 foot section, no points will be provided.

No sidewalks	10	Total points assigned if there is no continuous sidewalk on either side of the road.
Funding Availability	50	50 points assigned if the project is in the CIP or 100% funding by the neighborhood. Partial funding of 50% or more by the neighborhood 25 points, partial funding of 10 to 50% by the neighborhood 10 points.
Years on the list	25	5 points for each year
Total Points Possible	179	maximum points available

4. Phase 3 implementation Recommendation- Staff proposes Phase 3 traffic calming implementation actions and defines a project budget.
5. Phase 3 Consensus Meeting- A neighborhood meeting is held to present Phase 3 implementation proposal including project budget, possible time frame, discuss temporary installation, etc. The estimated time frame is one to three years depending on funding availability.
6. Phase 3 Petition- Residents and businesses in neighborhood boundary are mailed/or hand delivered a petition by the City identifying Phase 3 actions, cost, and explanation of implications of vote. Petition provides ability to vote yes, no, or not return petition. Unreturned petitions count as no votes. Resident support for traffic calming is defined as 67 percent positive response. No more than four weeks is allowed for the return of a petition.
7. Phase 3 Implementation- Permanent installation will be implemented after the approval of funding by the City Council. Implemented actions will be continually monitored based on visual observation and accident data.
8. Post Project Evaluation- City staff will review impacts on traffic to determine if goals were met. Neighborhoods will have an opportunity to review data and provide comment.
9. Removal (if required) - Staff will authorize removal of improvements upon receiving a petition showing 75% support of the neighborhood. Removal costs in all or part may be assessed to the defined neighborhood boundaries.

DEFINITIONS

Introduction

Standard:

Traffic control devices shall be defined as all signs, signals, markings, and other devices used to regulate, warn, or guide traffic, placed on, over, or adjacent to a street, highway, pedestrian facility, or bikeway by Park City Municipal Corporation..

The Manual on Uniform Traffic Control Devices (MUTCD) is incorporated by reference in 23 Code of Federal Regulations (CFR), Part 655, Subpart F and shall be recognized as the national standard for all traffic control devices installed on any street, highway, or bicycle trail open to public travel in accordance with 23 U.S.C. 109(d) and 402(a). The policies and procedures of the Federal Highway Administration (FHWA) to obtain basic uniformity of traffic control devices shall be as described in 23 CFR 655, Subpart F.

Park City Traffic Management Committee (TMC) will follow the current edition of the MUTCD except where engineering studies and/or traffic programs in other cities may be substituted to justify a change in warrants and application.

Speed Limits

Residential streets in Park City will generally be posted at 25 mph. The posted speed limit shall be within ten (10) miles per hour (MPH) of the 85th percentile speeds. Traffic engineering studies are required to justify a higher or lower speed limit.

*TMC Comment- The Park City Council may determine the **reasonable and safe speed limit** for city streets. The Utah State Code requires several procedural steps prior to setting a speed limit such as a traffic engineering and safety study consistent with the requirements and recommendations in the most current version of the “Manual on Uniform Traffic Control Devices”.*

Speed limits are based on travel time and safety and generally set within five (5) mph of the 85th percentile. The TMC has adopted as a guideline to use ten (10) mph. In residential areas, travel efficiency is given a lower priority. Speed limits set arbitrarily low are ignored by neighbors, compliance is poor and the Police do not have the resources to strictly enforce. Passive measures such as adding guide lines (edge striping) and narrowing driving lanes to ten (10) feet may be used to lower traveling speeds. Neighborhoods may request physical changes to the roadway to reduce the 85th percentile speeds to within the ten (10) mph of the posted speed limit after completing Phase 2 of the Neighborhood Traffic Management Program and initiate a Phase3 process.

Driver Feedback Signs (DFS)-

Driver Feedback Signs (DFS) are electronic signs that provide the driver his/her current speed and the posted speed limit. If corrective measures are unable to bring the 85th percentile speed within 10 mph of the posted speed limit, a DFS may be used. A DFS may be installed in other areas if special circumstances exist and a traffic engineering study supports the installation.

Guide Lines

Guide lines are edge marking added to a roadway on both sides of a roadway to give the visual appearance of a narrower driving area. The minimum lane width will be ten (10) feet.

TMC Comment- *Studies have shown a reduction of 1 to 2 mph can be anticipated.*

Slow-Children at Play

A non conforming sign identifying where children are playing.

TMC Comment- *The TMC frequently receives requests for “Slow-Children at Play” signs. Federal Standards discourage the use of “Children at Play” signs. There is a wide spread false belief that traffic signs provide added protection. Studies have shown there is no long term reduction in speed. The TMC does not support the installation of “Children at Play” signs but do recommend if residents are concerned, they should purchase a “Children at Play” sandwich board or sign for display in their yard.*

Crosswalk

A part of a roadway at an intersection included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or in the absence of curbs, from the edges of the traversable roadway, and in the absence of a sidewalk on one side of the roadway, the part of a roadway included within the extension of the lateral lines of the sidewalk at right angles to the centerline or any portion of a roadway at an intersection or elsewhere distinctly indicated as a pedestrian crossing by lines on the surface, which may be supplemented by contrasting pavement texture, style, or color.

TMC Comment- *Pedestrian and motorists have the same legal rights at unmarked crosswalks at intersections as they do at a location with crosswalk markings. Crosswalks work best where pedestrian volumes are relatively high and the potential for conflict with vehicles is also high. Unwarranted or random crosswalks that are seldom used by pedestrians may breed disrespect for the devices and make the ones that are truly necessary even less effective. The TMC has adopted a less restrictive warrant developed by Fehr and Peers for Park City than recommended in the MUTCD for crosswalk in residential areas. The warrant matrix is below in Attachment 2.*

Stop signs - A stop sign is an effective traffic control device when used at the proper place under appropriate conditions. A stop sign is used at an intersection to assist drivers and pedestrians in determining who has the right-of-way and where irremovable visibility restrictions exist.

TMC Comment- *One problem often reported is speeding so residents ask for a stop sign. Stop signs may often seem like a good solution to neighborhood speeding, but traffic studies and experience show that using stop signs to control speeding doesn't necessarily work. When stop signs are installed to slow down speeders, drivers may actually increase their speed between signs to compensate for the time they lost by stopping. Some drivers tend to accelerate rapidly after a stop, possibly creating an even more dangerous situation. In fact, most drivers reach their top speed within 100 feet of a stop sign.*

So why not have a stop sign at every intersection? Too many stop signs could cause motorists to ignore the right-of-way rule or some drivers may simply choose to ignore the stop sign. More stop signs in a neighborhood can result in higher levels of pollution, more noise and maintenance cost

Stop signs should be installed at intersections where drivers cannot safely apply the right-of-way rule, resulting in an increase in accidents, where irremovable visibility restrictions exist, and/or where traffic volumes are high enough to formally establish vehicle right-of-way and should not

be used to divert traffic or reduce speeding.

Residential Multi-Way Stop Signs

Multi-way stop signs should be used at intersections considering the amount of traffic, the length of time traffic must wait to enter an intersection, and the safety of an intersection (number of stop sign preventable accidents).

TMC Comment- The TMC has adopted guidelines to review requests for multi-way stop signs. These "guideline criteria" have been established by the U.S. Department of Transportation based on the expertise and experience of transportation engineers nationwide. Attachment 1.

Examples of Positive Physical Controls

Narrowing the Street- may require the loss of parking on one or both sides and/or reduced driving lanes. Pedestrian enhancements could be installed or expanded.

Medians Islands - used to constrict travel lane width and provide an area for additional landscaping and signage.

Bulb-Outs (Chokers/Curb Extensions) - physical constrictions constructed adjacent to the curb at both intersections and mid-block locations making pedestrian crossings easier and space for additional landscaping and signage.

Speed Humps - are vertical changes in the pavement surface that force traffic to slow down in order to comfortably negotiate that portion of the street.

Chicanes - are a set of two or three landscaped curb undulations that extend out into the street. Chicanes narrow the street encouraging drivers to drive more slowly.

Traffic Circles and Roundabouts - circular islands located in the middle of street intersections that force traffic to deflect to the right, around a traffic island, in order to perform any movement through the intersection tending to slow the traffic speeds. Traffic circles and roundabouts are not generally pedestrian friendly.

Rumble Strips - changes in the elevation of the pavement surface and/or changes in pavement texturing which are much less pronounced than speed humps.

Diverters - physical obstructions in intersections which force motorists to turn from the traveled way onto an adjacent intersecting street thereby reducing volume.

**Attachment 1
PARK CITY
RESIDENTIAL MULTI-WAY STOP SIGN GUIDELINES
WARRANT WORKSHEET**

This Residential Multi-Way Stop Warrant Worksheet is applicable only to the intersection of residential streets with speed limit of not greater than 30 miles per hour. This procedure is not to be applied to the intersection of a residential street with a collector or arterial street.

DATE: _____

INTERSECTION OF: _____

AND _____

EXISTING TRAFFIC CONTROL: _____

1. CLASSIFICATION OF STREETS

Both intersection streets are classified and function as residential streets, and the posted speed limit of each is 30 mph or lower.

STOP—this procedure is only applicable to residential streets. Commercial and streets with mixed uses must meet warrants established for all-way stop control in the Manual on Uniform Traffic Control Devices.

2. SPEED OF TRAFFIC

Highest average speed of all approaches (average of 85th percentile speed and upper limit of 10 mph pace). See accompanying worksheet. Check only one selection.

- 0 points for 15.0 to 27.5 mph _____
- 25 points for 27.6 to 32.5 mph _____
- 60 points for 32.6 to 37.5 mph _____
- 120 points for 37.6 to 50.0+ mph _____

Highest average speed _____ mph = _____ points

Subtotal Item 2. _____

3. SCHOOL PEDESTRIANS

Go to (b) in this section if the intersection is currently protected by an adult crossing guard.

- a) Estimated number of children within the area not bussed using shortest walk to school route (based on school demographics).

Elementary and middle school children (1 point each) _____ x 1 _____

b) Proximity of intersection to school. This may be either one or the other but not both.

Intersection is primary crossing at an elementary or middle school, 200 points _____

Intersection is adjacent to an elementary or middle school, 100 points _____

Subtotal Item 3. _____

4. ACCIDENT EXPERIENCE
(Intersection Accidents Only)

Right angle collisions within past 12 months—

Correctable by All-Way Stop Signs, 75 points each _____ X 75 = _____

Collisions other than right angle in past 12 months—

20 points each _____ X 20 = _____

Subtotal Item 4. _____

5. CRITICAL APPROACH SPEED

Lowest critical approach speed of all approaches. Check and enter points below.

Critical approach speed <20 mph - _____ mph 20 points _____

Critical approach speed <10 mph - _____ mph 50 points _____

Critical approach speed < 5 mph - _____ mph 75 points _____

Subtotal Item 5. _____

6. UNEXPECTED HAZARDS

Curve or hill within 300 feet which obscures view of intersection _____
50 points _____

Not noted above—25 points _____

Subtotal Item 6. _____

7. NEARBY PUBLIC FACILITIES

25 points for each public facility, other than schools, such as a church, park, swim club, library or shopping center within 300 feet of intersection.

Enter number of applicable facilities here _____

Subtotal Item 7. _____

8. INTERSECTION CONDITIONS

(Edge to Edge of Pavement)

Width of any approach <22 feet -25 points _____

On-street parking within 50 feet of any approach—10 points _____

Subtotal Item 8. _____

9. TRAFFIC VOLUMES

Total approach volume—average hour of eight hours counted, on average weekday—1 point per vehicle _____

Minor leg volume _____

Minor leg adjustment, average of all hours counted.

Check one.

Greater than 160, subtract 0 _____

120 to 159, subtract 50 _____

100 to 119, subtract 100 _____

75 to 99, subtract 120 _____

74 to 40, subtract 150 _____

Subtract minor leg adjustment from total approach volume _____

Subtotal Item 9. _____

10. ADJACENT TRAFFIC CONTROL

Any adjacent intersection is controlled by all-way stop or traffic signal.

Enter intersection name(s) if applicable _____

Subtract 100 points _____

Any adjacent intersection stops or yields on subject streets.

Enter intersection name(s) if applicable _____

Subtract 50 points _____

Subtotal Item 10. _____

Classification of Streets	Item 1	<u>No Total</u>
Speed of Traffic	Item 2	_____
School Pedestrians	Item 3	_____
Accident Experience	Item 4	_____
Critical Approach Speed	Item 5	_____
Unexpected Hazards	Item 6	_____
Nearby Public Facilities	Item 7	_____
Intersection Conditions	Item 8	_____
Traffic Volumes	Item 9	_____
Adjacent Traffic Control	Item 10	_____

Total of all items _____

If point total of all items is greater than or equal to 400, the intersection qualifies for installation of all-way stop control