	CITY OF TRAVERSE CITY POLICY TITLE: PORTABLE IN-STREET PEDESTRIAN SIGNS	POLICY NO: CC-054
		SUBMITTED BY: Transportation Committee.
		APPROVED BY: City Commission
Adopted Date: April 17, 2017 Effective Date: April 17, 2017 Supersedes No: N/A Procedure Reference No: CC-054 Page 1 of 3	HISTORY: Initial Adoption Date: April 17, 2017 Amended Date: Amended Date:	

I hereby certify that this Policy was adopted by the City Commission of the City of Traverse City at its Regular Meeting held on April 17, 2017, in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City Michigan.



Benjamin Marentette, MMC, City Clerk


I. Background:

Both pedestrians and motorists in the State of Michigan have rights and responsibilities on the roadway. Statistics and public response continue to reveal that the rights of pedestrians are not very well respected by motorists. This fact increases the potential for crashes and pedestrian injury at crosswalks.

In 2011, the City Commission adopted a Resolution in support of the concept of “Complete Streets”; a design framework that enable safe and convenient access for all users, including pedestrians, bicyclists, transit riders, and drivers of all ages and abilities. The City of Traverse City supports integrating non-motorized transportation plan elements into other transportation planning documents to routinely plan, design, construct, operate and maintain the transportation network for all users.

It should be noted that, according to the Pedestrian and Bicycle Information Center, “Signs should be used judiciously, as overuse breeds noncompliance and disrespect. Too many signs may also create visual clutter and important signs can get lost.”¹ Therefore, a consistent application of this policy will serve both the motorist and pedestrian within the City.

¹ http://www.pedbikeinfo.org/community/facilities_crossing_improvingsigns.cfm

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II. Purpose:

The purpose of this policy is to ensure the integration of “Complete Streets” concepts, to emphasize the pedestrian’s right of use of the roadway and to improve pedestrian safety by allowing the usage of and giving guidance for the installation of the portable version of the In-Street Pedestrian Crossing Sign (R1-6) in accordance with the Michigan Manual on Uniform Traffic Control Devices for Streets and Highways (MMUTCD).

The In-Street Pedestrian Crossing sign (R1-6) may be used to remind road users of the Michigan State law that requires the driver of a vehicle to yield the right-of-way to a pedestrian crossing the roadway within a marked crosswalk.


The In-Street Pedestrian Crossing sign (R1-6) may also be used to remind road users of the City ordinance that requires the driver of a vehicle to stop to yield the right-of-way to a pedestrian crossing the roadway within an unsignalized, marked crosswalk in Traverse City’s city limits.

III. Additional Authority:

- Michigan Vehicle Code (PA 300 of 1949), Section 257.606, Section 257.608, Section 257.610 *et. seq.*
- Michigan Uniform Traffic Code for Cities, Villages and Townships
- Michigan Manual on Uniform Traffic Control Devices
- Home Rule Cities Act (PA 279 of 1909), Section 117.4h
- Traverse City Code of Ordinances Chapter 410, Section 410.03

IV. Scope/Applies to:

This policy applies to all City Departments responsible for determining the authorized use of the Public Rights-of-Way

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V. Responsibility:

The City Manager, through the Transportation Committee, is responsible for the implementation of this policy and for the development of, and the administration of, the accompanying procedure.

City employees responsible for determining the authorized use of the public Rights-of-Way should use Procedure No. CC-054 when considering requests for the placement of In-Street Pedestrian Crossing signs.

VI. Policy Statement

The City of Traverse City promotes healthy, active living and places a strong emphasis on providing diverse opportunities to promote safe, inviting, efficient and inclusive access to multi-modal transportation, including pedestrian oriented transportation, such as sidewalks, walkways and non-motorized pathways, and supporting implementation of the design concepts of “Complete Streets”.


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I. DEFINITIONS/ACRONYMS:

1. **Marked Crosswalk:** any portion of a roadway distinctly indicated for pedestrian crossing by appropriate markings, signs, barriers, or other devices to give notice thereof.
2. **School:** an educational institution under the sponsorship of a private or public agency providing elementary or secondary curriculum, and accredited or licensed by the State of Michigan; but excluding profit-making private trade or commercial schools.

II. PROCEDURE:

1. A pedestrian/traffic safety concern may be recognized either by City Staff or by an outside source. The request/concern should be directed to the City Engineering Department. City Engineering will formalize the traffic safety concern or request and work with the requestor to gather the pertinent facts to help clearly define the problem and seek a solution. The Engineering Department will then forward the request to the City (staff) Transportation Committee. The Transportation Committee will review the facts, determine if the request is warranted or needs further study, and will share the determination with the requestor.
2. If the Transportation Committee recommends that an in-street pedestrian crossing sign is to be placed in the proposed location, then the Engineering Department will prepare a temporary, ninety (90) day Traffic Control Order (TCO) per the Transportation Committee's recommendation, and will forward the TCO to the City Manager for his/her approval and signature. The TCO must be approved and signed by the City Manager prior to installation of the in-street sign.
3. According to the Michigan Uniform Traffic Code, the City Traffic Engineer shall exercise the powers and duties provided in the code in a manner that is consistent with prevailing traffic engineering and safety practices and that is in the best interests of this governmental unit. One of the duties of the City Traffic Engineer is to plan and determine the installation and proper timing and

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maintenance of traffic-control devices. For the purposes of this policy, the City Traffic Engineer shall make a determination whether to use the state law "Yield" wording or the local law "Stop" wording on the R1-6 sign on a case by case basis, to protect pedestrians and cyclists, based on safety considerations and the current use of the street. The City Traffic Engineer's decision shall be final.

4. Upon approval and signing by the City Manager, the Engineering Department will provide the original TCO to the City Clerk, with copies to:
 - a. Assistant City Manager
 - b. City Engineer
 - c. Department of Public Services Director
 - d. Downtown Development Authority
 - e. DDA-Auto Parking Services

5. After the in-street pedestrian sign has been in place for a 90-day period, the Transportation Committee will review the temporary TCO to determine:
 - a. if the TCO should be forwarded along with a recommendation for approval to the City Commission for its review and approval to be made permanent,
 - b. if the TCO should be extended for a period of time, or
 - c. if the TCO should be allowed to expire


III. GUIDELINES:

The following guidelines are standards and warrants for the use of In-Street Pedestrian Crossing Signs (R1-6):

1. The provisions of the Michigan Manual on Uniform Traffic Control Devices (MMUTCD) shall be followed.


2. In order to prevent overuse and a decrease in effectiveness of the signs, priority will be given to locations with high pedestrian crossing volumes at unsignalized crosswalks on streets with high traffic counts.

3. Relevant speed, volumes, accident records, pedestrian counts, sight obstructions and demographic analysis (seniors, children, persons with

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disabilities) shall be reviewed when considering In-Street Pedestrian Crossing Sign installations.

4. The sign shall not be used at intersections whose approaches are controlled by stop signs, yield signs or traffic control signals, at mid-block crosswalks where traffic control signals are in operation, or in the vicinity of pedestrian tunnels, underpasses, or overpasses.
5. The sign should only be used on streets with vehicle traffic volumes that exceed 5,000 vehicles per day, except in school zones (see part III for more information).
6. The sign shall only be used at marked crosswalk locations.
7. If an island is present, the In-Street Pedestrian Crossing Sign should be placed on the island, and may be considered for permanent installation.
8. The sign shall only be used as an in-street sign, not on the outside shoulder or parking lane. When installed, the sign shall not impede or obstruct any traffic movement, including through or turning movements.
9. The sign shall only be used in 25 mph or lower speed zones.
10. The sign shall be used seasonally, from April 15th to November 15th, weather permitting, due to safety issues with the use of the sign during the winter and to prevent damage during the winter because of plowing operations, except in school zones (see part III.3 for more information).
11. The sign shall only be installed on City streets and maintained by the City of Traverse City, except in school zones (see part III.3 for more information), at qualifying locations that are determined and prioritized by the Transportation Committee.
12. Only one in-street pedestrian sign structure shall be used per approach at unsignalized, marked crosswalks.

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13. Any of the following supplemental conditions may warrant the sign's installation:

- a. Locations adjacent to and along established pedestrian routes to and from a school (see part III for more information).
- b. Locations adjacent to community centers, libraries, and other high use public facilities.
- c. Locations adjacent to public parks.
- d. Locations where accident records, sight obstructions and/or pedestrian volume warrants the installation.
- e. Locations where significant numbers of persons with disabilities cross a street.
- f. Locations where significant numbers of senior citizens cross a street.


IV. SUPPLEMENTAL GUIDELINES FOR SCHOOL ZONES

The following guidelines are to be used as a supplement to the guidelines established above and are standards and warrants for the use of In-Street Pedestrian Crossing Signs (R1-6) in school zones:

1. When the sign is used at a school crossing to supplement the ground mounted school warning signs, the sign shall include the SCHOOL plaque.
2. R1-6 School Zone signs may be used year round; however, when in use, the signs should be placed only during active school crossing times not to exceed:
 - a. 30 minutes before to 10 minutes after school begins for the day and
 - b. 10 minutes before to 30 minutes after school ends for the day
 - c. Before and after large traffic generating events

(Exception: If the pedestrian and traffic volumes around a school zone warrant the continuous use of an in-street sign, the terms of this section III.2.a, b, and c that limits the times that the sign may be placed may be waived, and such waiver shall be so noted in the corresponding TCO.)

3. The R1-6 School Zone signs may be placed, in accordance with the above criteria, by the requesting School System. School Systems must use the same

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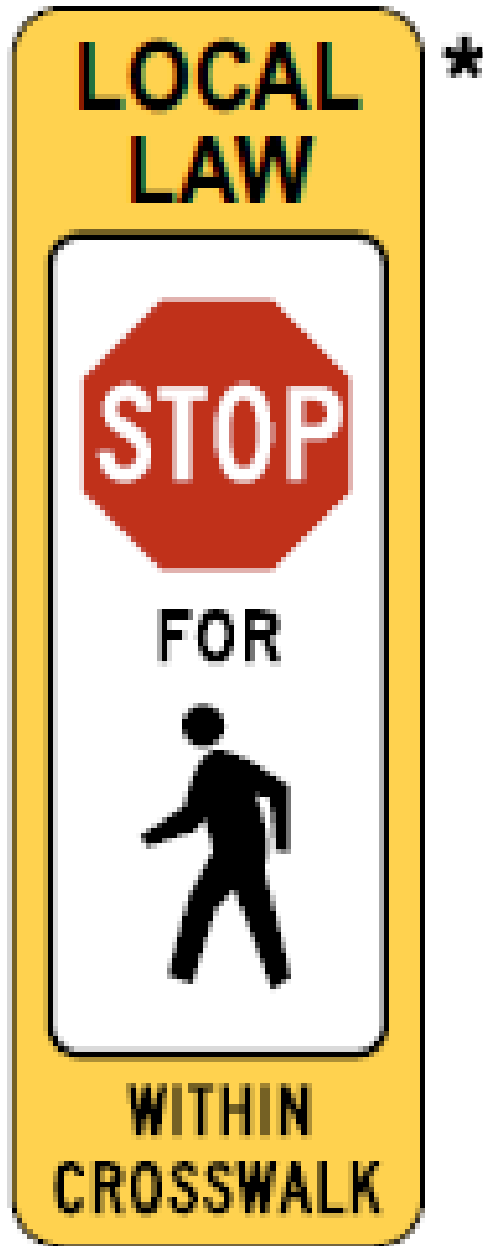
style sign within the City Limits of the City of Traverse City in order to provide consistency throughout the Municipality. The Engineering Department will work with the School System to ensure the appropriate device is used and will advise on number and placement within the school zone. No reduced size in-street School Advance Warning (S1-1) sign will be allowed.

V. MATERIAL:

1. The R1-6 signs shall be made of a flexible reflectorized material using ASTM Type R or higher sheeting.
2. The base of the R1-6 signs shall not exceed a width of more than 18".
3. The design detail for the R1-6 sign is attached as "Attachment A-1" and "Attachment A-2".
4. The design detail for the R1-6 School Zone sign is attached as "Attachment B".
5. The sign support shall comply with the breakaway requirements of the latest edition of the American Association of State Highway Transportation Official's (AASHTO's) "Specification for Structural Supports for Highway Signs, Luminaires, and Traffic Signals".

ATTACHMENT "A-1"
PORTABLE IN-STREET PEDESTRIAN SIGN PROCEDURE

★ The legend LOCAL LAW is optional. A fluorescent yellow-green background color may be used instead of yellow for this sign.



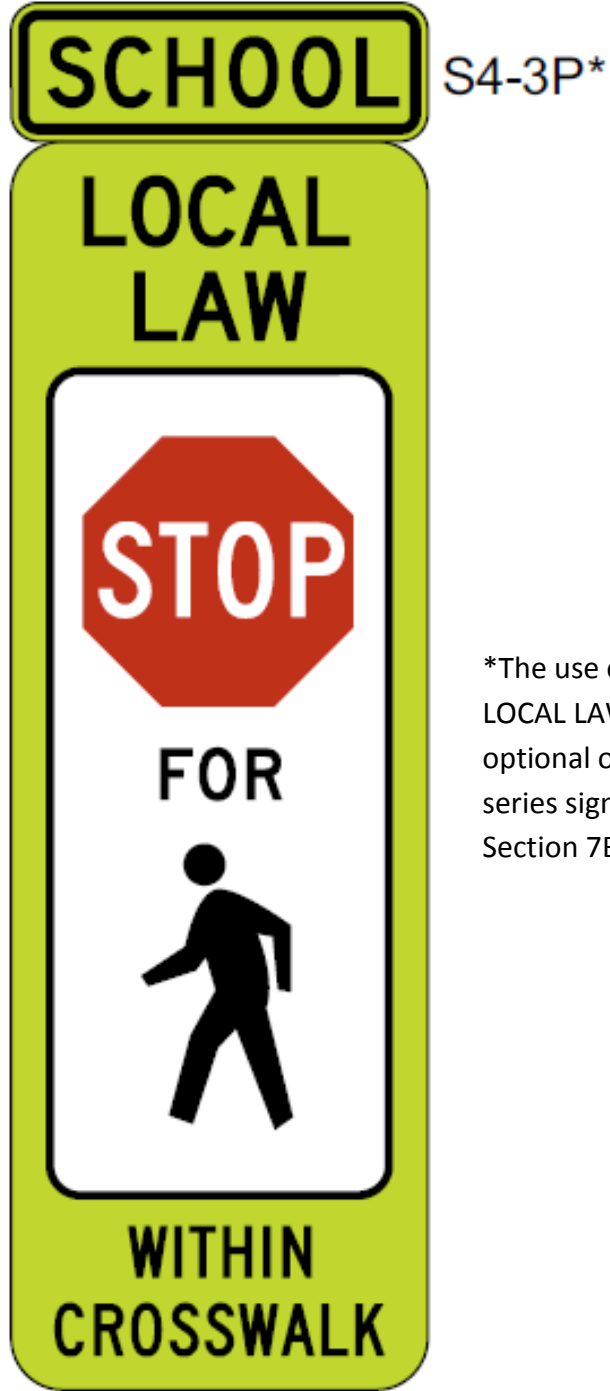
R1-6a

ATTACHMENT "A-2"
PORTABLE IN-STREET PEDESTRIAN SIGN PROCEDURE



R1-6

ATTACHMENT "B"
PORTABLE IN-STREET PEDESTRIAN SIGN PROCEDURE



*The use of the LOCAL LAW legend is optional on the R1-6 series signs (see Section 7B.12)

R1-6a