



## CITY OF BELLEVILLE - TRAFFIC COMMITTEE SIGN PACKET

Use these forms to request **NEW** traffic sign installation (Stop, Yield, Parking, Loading, Handicap Parking).

**To report damaged signs or request non-regulatory signs (Dead End, Deaf Child.), Please go to “Report a Concern”**

Return completed forms to your Alderman or Traffic Committee Chairman, 101 S. Illinois St., Belleville, IL 62220

Procedures and guidelines used by the traffic committee on traffic/parking sign installation requests. (Requests will be reviewed by the Traffic Committee and final determination of request will be provided to the requestor)

Submit Traffic Forms (including petition if indicated) to Ward Alderman/Traffic Committee

- Committee will review request
- Traffic study may be done
- Accident history may be obtained

Input from the alderman of the ward – opinion on validity/recommendation

Approval will be based upon the determination of validity after reviewing appropriate studies traffic/accident) or other staff input and legal guidelines.

The requestor and/or the ward alderman are encouraged to attend the Traffic Committee meeting or furnish a statement to the committee if unable to attend.

### **Please review the following guidelines used by the Traffic Committee relating to installation of traffic signs:**

YIELD or STOP signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exist:

- A. The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches will be considered in the review process:
- B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule is such stopping or yielding is necessary; and/or
- C. Crash records indicate that five or more crashes that involve the failure to yield the right-of-way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.

YIELD or STOP sign should **not** be used for speed control.

**CITY OF BELLEVILLE, ILLINOIS**

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Traffic Committee Request Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Alderman Contacted: \_\_\_\_\_ Ward (1 - 8): \_\_\_\_\_

Reason for Request (circle one or more):      Safety Related      Speed Related      Signage      Other

Problem Location/Address: \_\_\_\_\_

Problem (include, illustrations, petitions and/or photos, attach additional sheets if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested Action: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**For Official Use Only**

Date Received: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Sent to Traffic Committee: \_\_\_\_\_

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