

**CITY OF WALDPORT
SPEED RAMP INSTALLATION POLICY**

A REQUEST FOR THE INSTALLATION OF SPEED RAMPS ON A PUBLIC STREET IN THE CITY OF WALDPORT SHALL BE SUBMITTED TO THE CITY MANAGER FOR REVIEW BY THE WALDPORT PUBLIC WORKS DEPARTMENT, WHO WILL MAKE A REPORT AND RECOMMENDATION TO THE CITY MANAGER WITHIN THIRTY (30) DAYS ON THE MERIT OF THE REQUEST.

THE WRITTEN REQUEST FOR THE INSTALLATION OF SPEED RAMPS IN THE CITY OF WALDPORT SHALL PROVIDE INFORMATION RELATING TO THE FOLLOWING:

- 1) DESCRIBE THE SPECIFIC STREET LOCATION AND NEAREST CROSS STREET IN WALDPORT WHERE THE SPEED RAMPS WOULD BE LOCATED. **SPEED RAMPS CAN ONLY BE INSTALLED ON RESIDENTIAL STREETS, NOT COLLECTOR OR ARTERIAL STREETS. THEY ALSO CANNOT BE INSTALLED IF THE RESULT IS TO DIVERT TRAFFIC PROBLEMS TO ANOTHER STREET.**
- 2) DESCRIBE ANY VEHICLE AND/OR PEDESTRIAN TRAFFIC SAFETY CONCERNS.
- 3) DESCRIBE ANY ALTERNATIVE REMEDIES WHICH MAY ADDRESS THE PROBLEM WITHOUT THE NEED FOR SPEED RAMPS (IE SIGNAGE, ADDITIONAL LAW ENFORCEMENT, ETC.)
- 4) PROVIDE THE NAME, ADDRESS AND TELEPHONE NUMBER OF THE PERSON(S) MAKING THE SPEED RAMP REQUEST, ALONG WITH THE SIGNATURE OF APPROVAL FOR THE REQUEST FROM RESIDENTIAL OR BUSINESS OCCUPANTS SITUATED WITHIN TWO HUNDRED (200) FEET OF THE REQUESTED NEW SPEED RAMP INSTALLATION LOCATION

REQUEST FOR SPEED RAMPS

To: City Manager
City of Waldport

Date of Request: _____

I/we request the installation of speed ramps on a public street. I/we understand that the Waldport Public Works Department will review the request and make a report and recommendation regarding the merits of the request to the City Manager within thirty (30) days of the date of the request.

Note to applicant: Please provide in writing the following information (additional pages of material may be attached to this request):

- 1) Specific street location and nearest cross street in Waldport where the speed ramp installation is requested: _____

- 2) Describe specific vehicle and/or pedestrian traffic safety concerns at this location:

- 3) Describe alternative remedies (if any) which may address the problem: _____

- 4) Provide the following information regarding the person making the request:
Name: _____
Address (Physical): _____
Address (Mailing): _____
Telephone Number: Home: _____ Other: _____
- 5) Provide the printed name and signature of approval of all residents or business occupants and owners of record of property within two hundred (200) feet of the location of the requested new speed ramp installation location (Attach separate name and signature list to this request).

I/we understand and agree that the above information must be submitted to the City Manager on this request form (together with attached additional information as required above) prior to any review by the Public Works Department and City Manager.

Subscribed to and signed this _____ day of _____, 20_____

Requesters Herein:

X _____

X _____

Administrative Procedure (For City Use Only)

1. Report and recommendation to City Manager from Public Works Department authorized representative:

A. Report (Attach additional pages if necessary): _____

B. Recommendation to City Manager: _____

Subscribed to and signed this _____ day of _____, 20__

X

(Public Works Director or Designee)

2. Recommendation of City Manager and comments, if any: _____

Subscribed to and signed this _____ day of _____, 20__

X

(City Manager)

3. Decision of City Council (if necessary) and comments, if any: _____

Subscribed to and signed this _____ day of _____, 20__

X

(Mayor)