PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JANUARY 31, 2008

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, January 31, 2008.

Closed Session
3:00 p.m. Property and litigation

Work Session ***(Times are approximate and may vary. Items are publicly discussed and direction may be given, if appropriate. No formal action is taken)***
4:30 p.m. Council questions/comments
4:45 p.m. Park and Ride update
5:15 p.m. Neighborhood traffic management program
5:45 p.m. Break

Regular Meeting – City Council Chambers
6:00 p.m.

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Legislative update

III PUBLIC INPUT ***(Any matter of City business not scheduled on agenda)***

IV RESIGNATIONS AND APPOINTMENTS

Appointment of Matt Brown to the Recreation Advisory Board to fill an unexpired term to July 1, 2009

V ADDITIONAL DISCUSSION – AGENDA ITEMS

VI ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting.

Posted: 01/28/08
See www.parkcity.org

Note: This future meeting schedule is TENTATIVE and subject to change.
PARK CITY COUNCIL TENTATIVE MEETING SCHEDULE

January 2008
31 **Joe gone**

February 2008
7 Legislative update
HPB work program
Ordinance – 7888 Aster Lane plat amendment
Appointments to PAAB
HFH – approval of land transfer – RDA Meeting
Consideration of an amendment to the Water Agreement between the City and Talisker Corp
Consideration of an amendment to the Burbs LLC Annexation Agreement/Affordable Housing
8 *Management Team quarterly meeting*
11 *Inter-agency breakfast meeting – Richins Building – 8 a.m.*
14 Legislative update
Wild land interface issues – work
Consideration of an Ordinance regulating reckless skiing at ski resorts within Park City's boundaries

21 **No meeting**
28 Legislative update
Ordinance approving a plat amendment for 154 McHenry Avenue, Park City, Utah - KW

March 2008
7 Legislative update
14
21
28

Pending Items:
Tour of Silver Star Affordable Housing units
Resolution - Trails Master Plan
Business market analyses – Phases 1 and 2

City Council
Staff Report

Subject: Park and Ride Conditional Use Permit (CUP) Update
Author: Kent Cashel
Department: Public Works
Date: January 24th, 2007
Type of Item: Informational

Summary Recommendations: Staff will provide the Mayor and City Council with an update on the Richardson Flats Park and Ride Conditional Use Permit (CUP) application to Summit County Commission.

Background:
On March 2nd, 2007 the City executed the "AMMENDED AND RESTATED AGREEMENT FOR FLAGSTAFF MOUNTAIN, BONANZA FLATS, RICHARDSON FLATS, THE 20-Acre QUINN'S JUNCTION PARCEL AND IRON MOUNTAIN'. This development agreement with Talisker\United Park City Mines Company (UPCMC) contains a provision whereby the UPCMC will provide the City with 30 acres of land at Richardson Flats and also construct upon that land, and provide to the City, a 750 space park and ride lot. The development agreement set the limits of UPCMC's financial commitment at $1.8 million dollars.

The land upon which the park and ride will be constructed is located outside the City limits in unincorporated Summit County. To construct the park and ride UPCMC is required to obtain a Conditional Use Permit (CUP) from Summit County. Staff has been working with the UPCMC to move the park and ride project through the County's planning and approval process.

On November 13th, 2007 the Snyderville Basin Planning Commission held a Public Hearing on the UPCMC's CUP application and voted unanimously to forward a positive recommendation for CUP approval to the Summit County Commission.

Staff and UPCMC are working to pull together several informational items required to complete the CUP application and to place that application on the Summit County Commission agenda for final review and approval in February 2008.

Staff committed to keep the Mayor and Council updated on project progress.

Analysis:
The Snyderville Basin Planning Commission required that UPCMC include several plans in their CUP application packet. These required plans must be submitted to Summit County planning staff before the CUP application can be placed on the Summit County Commission agenda for final approval. The required plans are:

- Landscape Plan
- Lighting Plan
- Transit Shelter Plan
- Trash Plan
- Security Plan

Copies of the above site plans are attached to this report.

Site Utilities

The design of the facility does not anticipate bringing utilities to the site at this time. This is primarily due to the distance the project site is from water, sewer, gas and electrical connections. Future development to the west and east of the site will likely draw these utility connections closer to project.

Generally, park and ride lot designs are not amenity rich (restrooms, heated waiting areas and etc.) so this approach is not atypical. There are many examples of park and rides of similar size in Colorado and California that are dry and utilize limited power.

As the project planning process moves forward Staff will ensure that utility corridors are secured and that, where practical and economical, sleeves are placed to accommodate running utilities to and throughout the site in the future.

The park and ride design relies on self sustaining elements such as solar powered utilities and drought tolerant landscape.

Rough estimates for bringing utilities to the site today are approximately $500,000 (Water $150,000 based on future JSSD line at US40 & Old dump road, $150,000 based upon sewer location along Silver Creek and $230,000 for electric). These estimates do not include distribution system costs within the site. These costs should be considered order of magnitude only as they are based upon cursory investigation.

Federal Funding

Staff is currently conducting required environmental impact study to ensure the park and ride facility is eligible for Federal funding. Once this environmental work is completed and approved by the Federal Transit Administration Staff will submit required grants to access federal funds. Currently available funding should be adequate to finance the City's share of the project as presented. Staff will submit grants that are written to ensure future year federal awards could be utilized to build and finance project enhancements as those funds become available.

Landscape Plan

The conceptual landscape plan for the facility has been influenced by the following factors:

- Requirements set forth in the Summit County Development Code
- U.S. Environmental Protection Agency guidelines regarding soils, vegetation and water use at a hazardous soils repository.
- Lack of water at site.
- Desire to minimize need for water at site
- Desire to utilize native plant materials
- Desire to minimize ongoing maintenance impacts

The current landscape plan is comprised of native species that will minimize the need for importing water to the site. It is important to note that the landscape is a minimalist approach that mirrors the surrounding vegetation.

Lighting Plan

The conceptual lighting plan for the facility has been influenced by the following factors:

- Requirements set forth in the Summit County Development Code
- Desire to provide a safe and secure facility (ample lighting)
- Desire to minimize light pollution
- Desire to minimize electrical demand

Staff and UPCMC are exploring options to integrate energy efficient lighting fixtures (including solar powered lighting fixtures and emergency communications phones). The final determination on fixtures need not be made at this time.

Transit Shelter Plan

The design incorporates two Park City standard passenger shelters. These two shelters and waiting pad will be adequate to serve the park and ride during its first few years. The plan includes sufficient building space to expand the number of shelters or build a facility with more passenger amenities in the future.

Staff will complete environmental work and file the appropriate grant submissions to pursue federal funding for future enhancements of passenger amenities.

Trash and Maintenance Plan

The plan includes sufficient trash receptacles to ensure the facility is kept clean and orderly. Staff is in the process of developing a maintenance operations plan (i.e., trash, landscape and pavement management). Staff will submit budget options during the 2008 budget process to fund any required services.

Security Plan

The remote location of the park and ride make safety and security a critical design and operational consideration. Staff is working with UPCMC to ensure the final design incorporates design elements that will contribute to a safe and secure environment (e.g., sufficient lighting, open views, video surveillance cameras, emergency communications stations). Federal Transit Administration Grants will be utilized to finance the purchase and installation of this equipment.

Security patrols will be required to ensure patron safety and vehicle security. Staff has begun discussions with the Summit County Sheriff's Office to determine the most efficient and effective way to provide for these patrols. These patrols could be City police, County Sherriff personnel, contracted security or a combination of the aforementioned. The Sherriff has initially indicated a desire to have Park City Police provide these patrols under an inter-local agreement.

Staff will continue to work with the Sherriff's office and the Park City Police to produce a comprehensive safety and security plan. Any required security funding requests will be brought forward during the 2008 budget process.

Access Road (Wasatch County SR-248 to Park and Ride)

An access road from the east side of the Park and Ride lot was not identified in the development agreement or the initial project plans submitted to the Snyderville Basin Planning Commission (SBPC). The SBPC required this access road to be included as part of the project Conditional Use Permit.

This access road, which will require improvement of the existing dump road, will run from the park and ride east to the Wasatch County line (approximately 3500 feet in length). Initial cost estimates for these improvements is $550,000. Federal Transit Administration (FTA) grants will be utilized to fund these improvements.

Wasatch County has indicated the section of road from SR-248 west to the Summit County-Wasatch County line is scheduled for improvement. This will result in a 2 lane paved "Old Dump Road" from SR-248 to SR-248. This will provide convenient access to the Park and Ride for commuters coming and going from the Kamas Valley.

Staff has begun environmental work that will be required to secure federal money to finance the City portion of this improved access road.

Bus Service

Staff is in the process of determining the appropriate frequency and hours of transit service for serving the park and ride. A budget option will be submitted as part of the 2008 budget process to fund this service. Two new buses, needed to provide transit to the park and ride, have been procured and are currently in the production process. Scheduled delivery for these buses is late summer 2008.

SR-248 Dedicated Bus Lanes

Staff has begun the procurement process to secure a consultant to complete a transportation study that will identify options and make recommendations on methods to improve transit travel times to and from the park and ride. These options will likely include dedicated bus lanes, use of SR-248 shoulders for buses, HOV lanes, High Occupancy Toll (HOT) lanes, queue jumping lanes for buses, and signal prioritization for buses. This study and its associated SR-248 corridor plan will be completed and presented to Council for adoption in late spring\early summer 2008.

Schedule

Attached to this report is a project timeline (schedule report) which anticipates an early November completion of the project. Staff will continually monitor project progress against this schedule and update Council regularly on schedule adherence.

Budget Report

Included in Council's packet is a budget report containing initial engineer's estimates of project cost. It is important to note that the development agreement approved by City Council, and that governs the park and ride project, set a cap on UPCMC's financial responsibility at $1.8 million. Initial budget estimates indicate the current lot design will likely expend all of UPCMC's financial commitment. Any enhancements the City should determine to add to the project will require additional funding sources.

Staff will continually monitor project expenditures and work with UPCMC to take advantage of any value engineering opportunities. Additionally, Staff will provide Council with regular budget reports.

Project Updates

Staff will provide Council with copies of budget and schedule reports on a monthly basis via manager's reports, at logical points throughout construction period and whenever justified by changing conditions. If Council desires more frequent updates they should direct staff to provide those.

Significant Impacts:

It is important to note that the project schedule (targeted December 2008 opening) is very tight with little room for interruption or unanticipated delays. While Staff is confident the schedule is achievable, a number of things could impact the schedule and the ultimate completion date. Most significant of these potential impacts is the fact that the project is subject to multi-agency oversite and approval (i.e., Summit County and The US Environmental Protection Agency (EPA)).

Major project design changes or additions will most likely subject the project to significant delays as altered plans are re-submitted for review and approval through the

Summit County and the EPA. This potential for delay should be factored into the decision process if significant design changes are considered.

Recommendation:
Staff will provide the Mayor and City Council with an update on the Richardson Flats Park and Ride Conditional Use Permit (CUP) application to Summit County Commission.

Attached under separate cover:
Richardson Flats Park & Ride CUP Application Plan Set
Project Budget Report
Project Timeline Report

City Council
Staff Report

Subject:	**Neighborhood Traffic Management Policy**
Author:	**Jerry Gibbs, Lloyd Evans, Brian Anderson, Jonathan Weidenhamer, Phil Kirk, Eric DeHaan**
Department:	**Traffic Management Committee**
Date:	**January 31, 2007**
Type of Item:	**Informational**

Summary Recommendations:
Discuss the Neighborhood Traffic Calming Policy

Topic/Description:
Traffic Management aka Traffic Calming

Background:

The Traffic Calming Committee was formed as a more efficient process to review traffic related requests. Prior to forming the Committee, requests were being received by Police, Public Works and Engineering. The process was not always as timely or as efficient as expected by a given neighborhood, sometimes resulting in their patience wearing thin. Because no one department was taking full responsibility, some citizens had the perception that staff was non-responsive and went to Council to air their concerns.

Traffic calming issues can consume an enormous amount of time if a neighborhood/individual is persistent, especially considering concerns often involve other issues not directly related to calming traffic, but rather managing traffic. Citizens have an expectation their issues will be resolved quickly and to their satisfaction. Staff must collect data, apply City policy to the review, develop alternatives, develop an implementation strategy and in some cases communicate that specific requests do not meet established criteria and action is not warranted. It seems to hold true, the more engagement, the higher the expectation that a solution acceptable to the neighborhood, will be reached.

The Neighborhood Traffic Calming Policy was drafted in 1999 and adopted by Resolution 11-02 in July 2002. The purpose was to develop:

1. A more structured involvement of the residents who bring forth traffic calming requests.
2. A more formal review process by City staff.
3. A greater ability to focus the proper amount of resources to known problem traffic areas.

The goals and objectives were:

Goals

- Improve the quality of life in neighborhoods
- Improve conditions for pedestrians and all non-motorized movements
- 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
- Promote partnerships with Summit County, UDOT, and all other agencies involved with traffic calming programs

Objectives

- Encourage citizen involvement in traffic calming programs
- Slow the speeds of motor vehicles
- Improve the real and perceived safety for non motorized users of the street
- Incorporate the preference and requirements of the people using the area
- Promote pedestrian, cycle, and transit use
- Prioritize traffic calming requests

The Traffic Calming Committee (TCC) included representatives from Public Works, City Engineer, Planning, and Police and reviewed neighborhood requests. The TCC would utilize the services of a traffic planner (Fehr and Peers and later InterPlan) to collect data, attend neighborhood meetings and make recommendations on traffic calming requests. The committee has developed standards for crosswalks, setting speed limits and multi-way stop signs utilizing our traffic planners and work done by other communities. In 2006, the City began collecting vehicle and speed data with our own equipment.

As part of preparing for the 2007 Budget, the TMC working with Gary Hill to develop a strategic plan. (A copy of the strategic plan follows this report.) The guiding principles were:

- Maintain the flow of vehicular traffic on Park City streets without compromising livability and other modes of travel (e.g. bicycles, pedestrians, transit)
- Follow nationally recognized engineering standards set forth in the current edition of the Manual of Uniform Traffic Control Devices (MUTCD), except where engineering studies and/or traffic programs in other cities may be substituted to justify a change in warrants and application and where substitution would not raise the City's legal exposure.
- Provide education to public and elected officials included in the attached Traffic Calming Policy
- Respond to request within existing staff resources
- Use actions appropriate to the problem, given limited funding, resources and high demand

- Be fiscally responsible
- Learn from successful and unsuccessful efforts
- Traffic calming issues have expanded to include traffic management issues. It should be reversed. The Major heading is Traffic Management with sub-headings of: Traffic Calming; Neighborhood RELS Process, and Traffic and parking and sign improvements.

The Implementation Plan included:

- Support increase in short-term solutions by:
    - Adding two police officers in the budget (done)
    - Purchase two additional police driver feedback trailers (done)
- Revise & update existing TC Policy (in progress)
- Support a long-term solution by retaining a staff traffic engineer. (07-08)

The committee's role has expanded in the last four years to include parking, signage and other traffic related issues. The committee changed its name in 2007 to the Traffic Management Committee (TMC) to better reflect the scope of issues being reviewed. The current TMC includes Brian Anderson, Jonathan Weidenhamer, Eric DeHaan, Phil Kirk, Lloyd Evans and Jerry Gibbs.

Analysis:

Council has asked to revisit the traffic calming policy to discussing the length of time it takes to process request and the program in general. The TMC is proposing to revise the name of the Traffic Calming Policy to the Neighborhood Traffic Management Program (NTMP) which is a better description of the intent of the program. Traffic related issues through the 224 or 248 corridors and in the business areas of Prospector and Main Street require greater technical review and broader representation. Each of these areas could be an individual project.

The goals, objectives and policies in the proposed NTMP reflect the sentiment expressed at neighborhood traffic calming meetings and City Council goals. TMC has developed guidelines consistent with national guidelines and other communities with active traffic calming programs to provide a rationale and more consistent application of traffic management principles. An important change is to have an initial phase that is anticipated to take no more than three months.

The initial phase would be applicable to an individual calling to express concerns over any numerous traffic related issue(s). An example could be an individual expressing concern about speeding in their neighborhood. If the request did not come directly to a TMC member, the committee would review the request and assign a TMC member. The TMC member could ask for a police driver feedback trailer or a public work's traffic counter. If speeds fall within the NTMP guidelines, the information would be conveyed to the individual(s) and no further action would be taken. If the speeds were greater than the NTMP guidelines, the area would be a higher priority enforcement area. The individual could at any time submit a petition and move into a phase 2 of the NTMP. The TMC would then follow what is now the phase 1 process of the Traffic Calming

Policy and meet with individuals to hear their concerns. This an initial phase is anticipated to take less than three months.

One criticism is the length of the process. The TMC works within the available resources and prioritizes based on other demands. Depending on the complexity of the issue, impact on adjoining neighborhoods, identifying an acceptable solution(s), implementing the solution(s) and finally evaluating if the results met the objective(s), it can require nine months or longer. The NTMP does provide for the appeal of a staff decision.

The staff involvement can be very time consuming and result in additional ongoing maintenance costs. If the City Council desires to shorten the timeframe, other city priorities will need to change or additional resources will be needed. The TMC has identified in their strategic plan (attached), the addition of a traffic manager or analyst to address the resource issue. A dedicated staff position would benefit Park City's efforts in other areas such as understanding new development traffic impacts (ski areas, IHC, etc.) both during and after construction, the corridors of 248 and 224, Quinn's Junction and coordinating with UDOT. Council will have the opportunity to discuss the traffic position during the budget process.

Staff has invited comments on the proposed NTMP from the Park Meadows, Prospector and Comstock neighborhood representatives that have participated in our current Traffic Calming Program. Representatives responding have been supportive of the proposed changes to the policy. They had additional comments concerning:

1) Adjoining business area should not be included in the impacted neighborhoods analysis.
2) Limiting no more than 150 vehicles from being diverted from the traffic calming area through an adjoining neighborhood by traffic management techniques is an arbitrary number and should be set on a case by case basis.
3) Residential speed limits should be 15 or no more than 20 mph in residential neighborhoods and enforced.
4) The Phase 1 process should be shorter.

Staff is requesting Council discuss and recommend changes to the proposed Neighborhood Traffic Management Program and suggest a timeframe to adopt the final policy if changes are required.

Department Review:
The policy and staff report has been reviewed by Police, Engineering, Sustainability, Public Works, Legal and City Administration.

Significant Impacts:
The NTMP provides guidelines for staff and residents to follow. Residents often request quick solutions to issues (perceived and real concerns) without understanding cause and the implications of a particular solution. Quick solutions may create unanticipated impacts within the neighborhood, adjoining neighborhoods, and on City resources. The

NTMP provides a systematic process that involves the neighborhood and staff working together to find an acceptable solution.

Recommendation:
Discuss the “Neighborhood Traffic Management Program”.

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM

Administrative Policy
Adopted 7-11-02
Proposed Revisions in Red

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, perceived and otherwise.

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.
- Neighborhood Traffic Management projects on inter-neighborhood streets shall not divert traffic off the Project Street through the use of traffic diversion devices. As a result of a project on an inter-neighborhood street, the amount of traffic increase acceptable on a parallel local street shall not exceed 150 vehicles per day.
- 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 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).

2. Evaluation
Evaluation of Phase 1 actions will occur within the first 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 not, move to a first phase meeting.

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 85th 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)	20	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,	5	Points assigned based on retail, commercial,

bicycle routes, & proximity of pedestrian generators		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	**175**	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 with 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 negotiates 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 _____

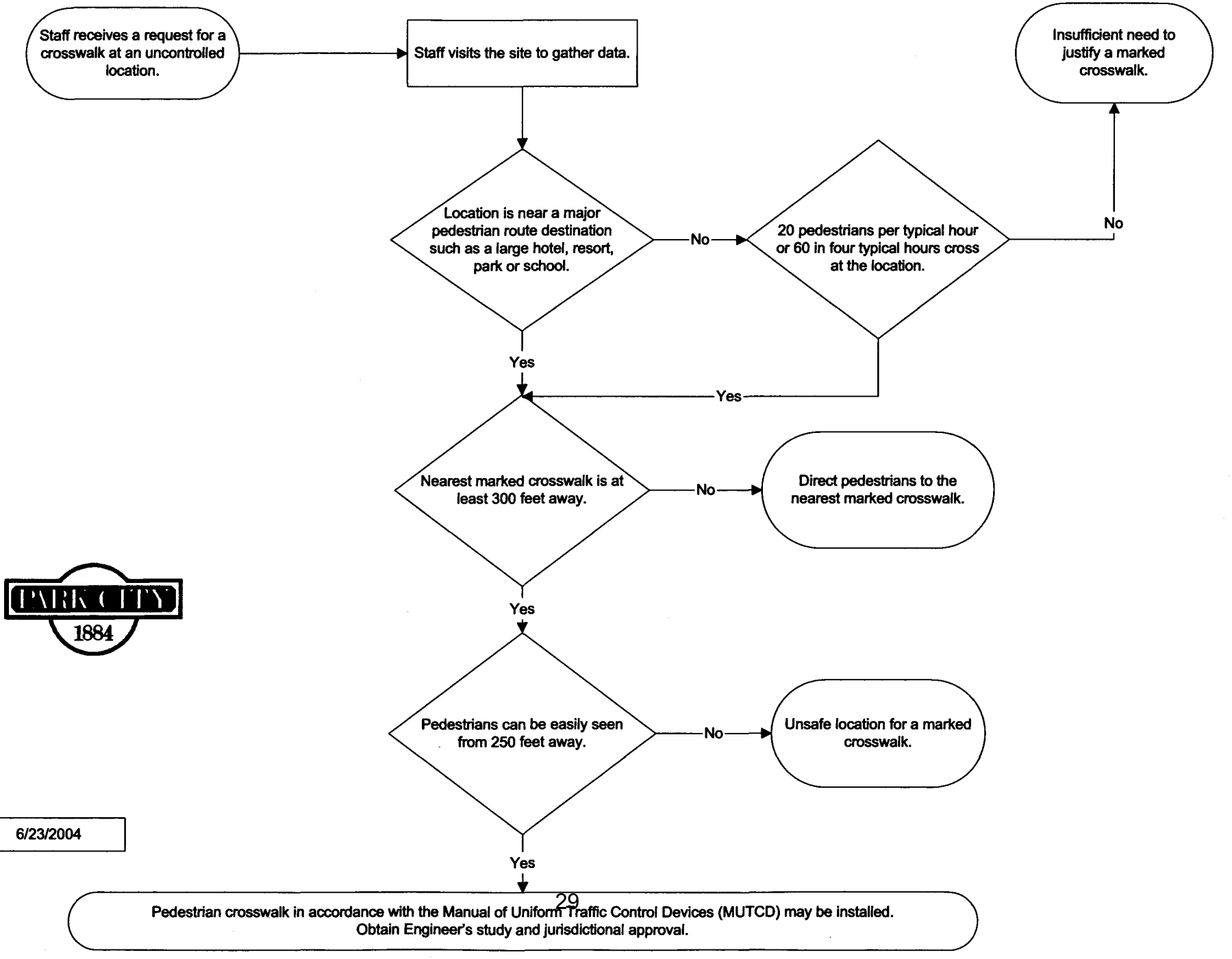
Subtotal Item 10. _____

Classification of Streets	Item 1	No Total
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

Park City Procedure for Crosswalk Placement at Uncontrolled Locations



PARK CITY
1884

6/23/2004

To: Budget Department
From: Traffic Calming Committee
Re: TCC Strategic Plan & Implementation Plan 2007-2008
Date: March 15, 2007

Introduction

The Traffic Calming Committee was formed as a more efficient process to review traffic related requests. Prior to forming the Committee, requests were being received by Police, Public Works and Engineering. With the other responsibilities and priorities each participating Committee member has, the Process is not always as timely or as efficient as expected by a given neighborhood, sometimes resulting in their patience wearing thin. Because no one department was taking full responsibility, some citizens had the perception that staff was non-responsive and went to Council to air their concerns.

Traffic calming issues can consume an enormous amount of time if a neighborhood is persistent – especially considering concerns often involve other issues not directly related to calming traffic, but rather managing traffic. Citizens have an expectation their issues will be resolved quickly. Staff must collect data, apply City policy to the review, develop alternatives, develop an implementation strategy and in some cases communicate that specific requests do not meet established criteria and that action is not warranted. Often times, the more engagement, the higher the expectation that a solution, acceptable to the neighborhood, will be reached .

The Traffic Calming Committee can continue to provide the existing level of service with existing staff resources and budget. Should Council wish to prioritize Traffic Calming any further, or pursue proactive or long-term solutions, Staff recommends providing additional staff and resources. The committee needs clear direction from City Council as to how high of a priority they wish to place on Traffic management and associated issues.

Guiding Principles

1. Maintain the flow of vehicular traffic on Park City streets without compromising livability and other modes of travel (e.g. bicycles, pedestrians, transit)
2. Follow nationally recognized engineering standards set forth in the current edition of the Manual of Uniform Traffic Control Devices (MUTCD), except where engineering studies and/or traffic programs in other cities may be substituted to justify a change in warrants and application and where substitution would not raise the City's legal exposure.
3. Provide education to public and elected officials included in the attached Traffic Calming Policy
4. Respond to request within existing staff resources
5. Use actions appropriate to the problem, given limited funding, resources and high demand
6. Be fiscally responsible
7. Learn from successful and unsuccessful efforts

8. Traffic calming issues have expanded to include traffic management issues. It should be reversed. The Major heading is Traffic Management with sub-headings of: Traffic Calming; Neighborhood RELS Process, and Traffic and parking and sign improvements.

Implementation Plan

1. Support increase in short-term solutions (These are reactionary and will not contribute to long-terms solution of issues)
    a. Increase Enforcement
        i. 2 traffic police over 2 year budget cycle (July 2007 – June 2009). This shows up in Police budget requests
    b. Driver feedback trailers – July 2007 – June 2008 (Funding exists in TC budget)
2. Revise & update existing TC Policy
    a. Update Committee Goals & objectives with “guiding principles” from above
    b. Rename the Traffic Calming Committee to the Traffic Management Committee
    c. Adopt approved Committee Administrative Guidelines, adopted 10/06)as part of Policy (MUTCD standards, etc.). These are attached.
    d. Revise Committee policy where decisions are not timely
    e. Revise Committee Policy to prevent decisions that react outside of Policy protocol
    f. Formalize roles and responsibilities
3. Support increase in long-term solutions (Proactive)
    a. Traffic Engineer –
        i. If council want to continue pursuing current level of response to community traffic issues, enforcement is not a long-term solution
        ii. Would Traffic Management Committee and planning be one of their primary responsibilities?
        iii. Would this position be educational only? Or would additional professional resources make sometimes unpopular technical decisions easier to provide political support to?
        iv. To provide additional level of service, this role should be funded in December 2007