



City of Farmers Branch

Policy Statement

for

Stop Sign Petition

Application Process

This program addresses those desiring to install Stop Signs or Illuminating Stop Signs in residential and/or commercial areas. Note that stop signs are not an appropriate tool for solving speeding problems and are only intended to assign right-of-way between conflicting movements at intersections. Research shows that drivers often speed up between stop signs to make up time and will roll through unjustified stop signs. They can also be a waste of fuel and create more air pollution. The proper use of stop signs is governed by state and federal regulations. An application may be submitted by a neighborhood association, citizen group, or individual citizen or business owner. The applicant is then established as the *Citizen Project Coordinator* whose responsibilities include:

- i. Contact point for City staff for the duration of the project
- ii. Assist in communicating update to impacted residents
- iii. Responsible for collecting any required petitions

A study is necessary to determine if there is a traffic concern which can be effectively addressed by installing [*Stop Signs or Illuminating Stop Signs*](#). Upon receipt of an application, the City Engineer or Contract Engineer will make a preliminary site visit and review available data, including crash reports, to determine if there is a readily apparent safety problem. Speed studies may be conducted if necessary. If deemed necessary, each study will be conducted for a minimum of six days. Equipment required for said study are typically placed in front of the Citizen Project Coordinator's home or place of business. If requested by a neighborhood association or citizen group, we may contact the applicant to make necessary arrangements.

The Texas Manual for Uniform Traffic Control Devices governs the application and installation of stop signs. It notes that stop signs should be used if engineering judgment indicates the one or more of the following conditions exist:

- A. Intersection of less important road with main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law
- B. Street entering a through highway or street
- C. Unsignalized intersection in a signalized area
- D. High speeds, restricted view, or crash records indicate a need for control by the STOP sign



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In most cases, the street carrying the lowest volume of traffic should be stopped.

The decision to install a multiway stop control should be based on an engineering study with the following criteria to be considered:

- A. Where a signal is justified, a multiway stop is an interim measure that can be installed quickly while arrangements are made for the installation of the signal
- B. A crash problem, indicated by 5 or more reported crashes in a 12-month period that are susceptible to correction by a multiway stop installation that include right- and left-turn collisions as well as right-angle collisions
- C. Minimum volumes:
 1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and
 2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, but
 3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the above values
- D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.

Should it be determined that the location is not appropriate for a Stop Sign project or that the concerns can be addressed in some other form, the applicant will be informed of the reason for ineligibility determination. It should be noted that any vertical application may not be installed on roadway segments deemed critical to emergency response by the Farmers Branch Fire Department or may create a safety issue.

Once it is determined that the project is eligible for the Stop Sign or Illuminating Stop Sign, a petition will be required for impacted residents. City of Farmers Branch Public Works staff will determine if there is a need for a *neighboring street* petition based on the potential of diverted traffic from the Stop Sign or Illuminating Stop Sign. City staff will provide the petition to the Citizen Project Coordinator and a summary report for distribution with the petition. The summary report includes a summary of the speed/volume study and a mockup of the preferred installation including locations along the roadway. The petition should meet the following guidelines for project installation.



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- i. 80% of impacted residents on the street of installation shall support by petition for the proposed improvement.
- ii. 60% of impacted neighboring streets shall support the proposed improvement.

A request for the conversion of a standard Stop Sign to an Illuminated Stop Sign will be reviewed on a case-by-case basis. Some aspects of the review will include budget impact and existing lighting in the area of the original stop signs. The final decision will be made by the City Engineer and/or Public Works Director.

When the qualified petition is received, the project will be reviewed by City staff for approval and the Public Works Director will plan for the installation of the recommendation once project approval and funding approval (Defined in Attachment “A”) has been received

Attachment “A”

Basic Warrant Study	\$4,000 - \$6,000
Basic Stop Sign Installation	\$350
Decorative Stop Sign	\$1450
Illuminated Stop Sign Installation	\$2650