



TRAFFIC IMPROVEMENT PROGRAM

For miscellaneous requests for traffic improvements, such as signage, striping changes, new crosswalks, neighborhood studies, etc.

PROCEDURE:

1. Please submit your request in writing. All requests are routed to the Engineering Director. You will receive an acknowledgement that the request was received, and information about how it will be handled.
2. The Engineering Director will consult with the City Manager and appropriate City staff and/or consultants to determine whether the project should be included in the bi-annual program, or is of an urgent nature and needs to be addressed immediately.
3. Urgent projects addressing a dangerous condition or public safety need will be recommended to the City Manager for immediate implementation or referral to the City Council for direction.
4. Other projects will be placed on a list for potential inclusion in the bi-annual program.
5. Each proposal will be evaluated by the appropriate staff members, consultants and other interested parties (e.g. affected business or property owners), for feasibility and cost.
6. Engineering Director will prepare a comprehensive program, including recommendations and budget, for the consideration of the Council. This program will be presented to the Council twice a year, once during the mid-year budget review, and again during the new budget preparation cycle.

Your questions, comments, and suggestions are welcome. Thanks in advance for helping us to make this program work.

Please address your request to:

Susan Kelly

Engineering Director
Sebastopol Public Works Department
714 Johnson Street
Sebastopol, CA 95472
Phone: 707-823-2151
Fax: 707-823-4721

Email: suekelly@sonic.net

Please include your name, address and phone number so that we may acknowledge receipt of your request.