



Adopted June 2022

Philomath Neighborhood Traffic Management Program

This policy has been established to formalize the process for citizens, police department personnel, and public officials to initiate a study and evaluation of traffic safety concerns in the City of Philomath. The process outlined in this policy includes the identification of traffic safety issues, the initial response by the Philomath Police Department, temporary mitigation strategies and efforts, and the possible installation of traffic calming devices or traffic control devices.

Neighborhood Traffic Management Program

Neighborhood traffic management measures are a means of addressing traffic safety issues on a city-wide basis. As traffic conditions change over time, the city recognizes that added vehicular volume, increased population, changing patterns in pedestrian traffic, and weather conditions can impact existing traffic patterns within the city. Traffic management programs have evolved over time and can encompass a wide variety of measures and activities that can be effective in improving traffic flow through neighborhoods, and ultimately improve the safety of pedestrians and the driving public.

Process

Identification of a Traffic Safety Issue

Traffic safety issues can be identified in several ways. The most common way the city and the Philomath Police Department are alerted to a traffic safety issue (which includes “in-progress” unsafe driving behavior) is a report from the public. This report is usually conveyed by a 911 phone call from another driver or pedestrian calling to alert the police to a reckless driver or an unsafe driving condition.

The second most common way a traffic safety issue is identified is by communication between police officers and police management. Based on routine patrol activities, communication with the public, and evaluation of traffic accidents and citations issued, police officers can identify known or perceived safety issues and unsafe driving patterns and report them to management.

Lastly, residents in certain neighborhoods can identify unsafe driving activities and communicate their concerns with other neighbors. This policy provides a process for tracking, assessing, and responding to these issues.

Note: The Philomath Police Department will consult with the Oregon Department of Transportation (ODOT) if a state-controlled highway is involved or Benton County for a county

road. An effort will be made to involve the other governmental entity in resolution of the concern.

Step 1. Initial Response to Complaint(s)

The first step to address a traffic safety issue, regardless of the manner in which the complaint was received, is to contact the Philomath Police Department. The Philomath Police Department will do the following in a proactive attempt to mitigate the issue:

If the complaint is received as an “in-progress” call for service, the department will dispatch a patrol officer to locate, identify, and address the situation with a citation or warning based on the circumstances of the incident. This type of incident will not commonly rise to the level of needing additional examination unless the area where the driving behavior occurred had been previously identified as a chronic traffic hazard area.

If the complaint is initiated by either a citizen, a neighborhood group, or internally within the department, and is deemed to be a repeated complaint area, or a chronic traffic safety area, the complaint will be handled in the following manner:

1. The Police Department will log the complaint and review the issue in the context of the Transportation System Plan¹ to determine if the issue has been previously identified. If so, solutions proposed in the TSP will be reviewed to determine if they are still appropriate, both with respect to the nature of the solution and its priority relative to other traffic issues.
2. If the issue is related to traffic speed, The Philomath Police Department will install the SpeedAlert Radar Message Sign. The Radar Message Sign has the capability to count actual vehicles approaching the sign, document the speed of each vehicle, document the time the vehicle passed by the sign, and provide additional data about daily traffic volume and speeds. The Radar Message Sign will be placed in the reported area for a period of 7 days.
 - After the Radar Sign activity is collected and evaluated, the Philomath Police Department Patrol Lieutenant will issue a department-wide email initiating a Directed Traffic Enforcement Activity. Police officers will be directed to respond to the reported area or neighborhood and enforce traffic laws during specific periods of time based on data collected by the Radar Message Sign. Officers will issue citations for safety-related traffic offenses and document the activity on CAD narratives (Computer Aided Dispatch system tracking mechanism). The

¹ The City of Philomath Transportation System Plan was issued in July 2018. It predates recent developments including The Boulevard and Oak Springs Apartments, Mill Pond Crossing and Heather Glen.

Directed Enforcement Activity period will last between 14 and 28 days, depending on the area's size, and traffic volume.

- After the Directed Traffic Enforcement period is complete, the department will re-install the Radar Message Sign for a period of 7 days. The data collected will be analyzed to determine if the enforcement activities mitigated or effected the driving habits of people travelling through the reported area.
- After 90 days, the Radar Message Sign will be re-installed in the area to determine if additional enforcement is needed, or additional resources or options are needed to correct the safety issues.

After the initial response has been completed, and in the case of speed-related issues, it is determined the measures did not resolve or mitigate the department's concerns about the reported area, the process should advance to Step Two.

In keeping with the city's mission statement for responsiveness and public transparency, the Philomath Police Department will keep the originator of the complaint informed of progress towards resolution. The city's monthly newsletter and/or Facebook page may be used for communicating updates on resolution efforts.

Step 2. Temporary Mitigation Program

The Philomath Police Department will brief the Philomath Police Committee and the City Manager about the traffic safety issue. The report will include the circumstances of the original complaint, and the following historical data points:

- Traffic Accident history in the reported area.
- Number and type of citations issued.
- Environmental features and concerns about the area and roadway.
- History of complaints about the area.
- Data collected by the Radar Message Sign.

Based on discussions with the City Council, temporary traffic calming device(s) or traffic control device(s) may be installed as a pilot program to see if the device changes unsafe driving behavior. Those devices could include:

- Installation of a temporary stop sign.
- Flashing lights to alert drivers to a safety zone.
- Special road striping or road signage
- A temporary road sign or reader board

After 90 days, the temporary mitigation device(s) will be assessed against the desired outcome. (A longer evaluation period may be established to allow for comparisons with the same seasonal variations of traffic volume, etc.)

If it is determined the measures did not resolve or mitigate the department's concerns about the reported area, the process should advance to Step Three.

Step 3. Consideration of Permanent Mitigation

If Step 2 does not result in the desired outcome, the Department should consult with the City Manager on a recommendation(s) for further action to bring to the City Council for discussion and decision. The City Manager may consult with ODOT engineers or other outside resources for additional recommendations.

Other major traffic mitigation strategies will be considered, such as:

- Installation of curb extensions
- Installation of median islands
- Installation of raised crosswalks, or improved crosswalk striping and painting
- Installation of speed bumps, rumble strips, or other physical road impediments
- Installation of traffic circles
- Installation of chicanes (intentionally curving the street to reduce speeds)

A report of the action taken, results of the temporary traffic calming device(s) or traffic control device(s), and planned future action should be provided to the originator of the complaint. The report should be made available on the City's website and noticed in the City's newsletter and social media page. The Police Committee should revisit the original complaint and discuss the current status of the traffic concern no less than one year from the date the report is completed.

Definitions

Street Functional Classification (See Map on Page 7)

Street functional classification is an important tool for managing the roadway network. The street functional classification system recognizes that individual streets do not act independently of one another but instead form a network of street types that works together to serve travel needs on a local and regional level. The functional classification map, shows the classification for all roadways in the city, including planned future arterial and collector street extensions. Classifications shown for County roads inside the Philomath UGB reflect the City's desired function for those roadways. The functional classification system for roadways in Philomath is described below.

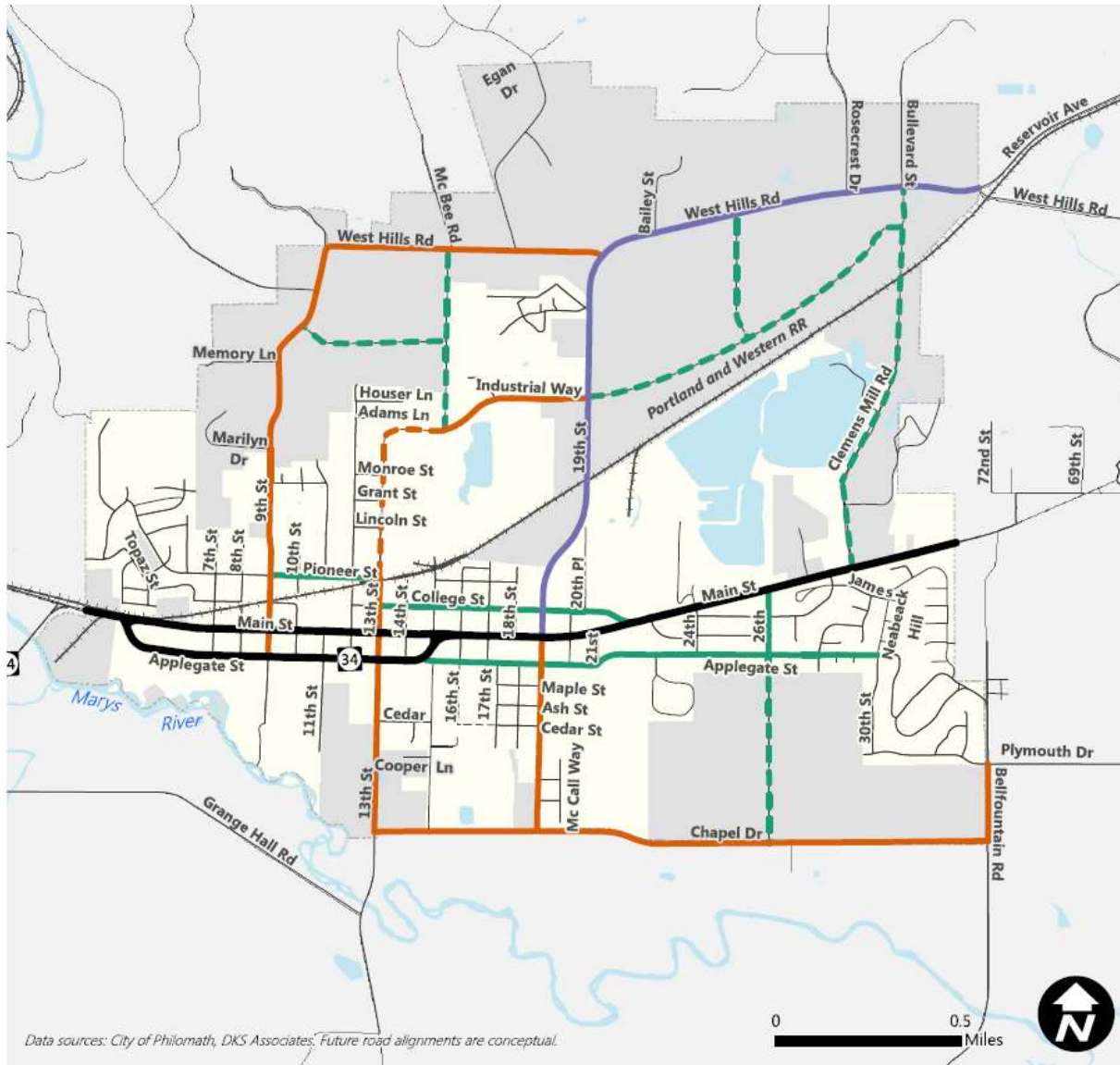
Principal and Minor Arterials. Principal Arterials serve high volumes of traffic over long distances, typically maintain higher posted speeds, and minimize direct access to adjacent land to support the safe and efficient movement of people and goods. Inside urban growth boundaries, speeds may be reduced to reflect the roadside environment and surrounding land uses.

Minor Arterials serve trips of moderate length and smaller geographic areas than Principal Arterials and are often used as a transition between Principal Arterials and Collectors. Minor Arterials typically serve higher volumes of traffic at moderate to high speeds, with posted speeds generally no lower than 30 mph.

Major and Minor Collectors. Collectors serve a critical role in the roadway network by connecting traffic from Local Streets with the Arterial network. Major Collector routes are generally distinguished from Minor Collector routes by longer length; lower connecting driveway densities; higher speed limits; greater spacing intervals; and higher traffic volumes. While access and mobility are more balanced than on Arterials, new driveways serving residential units should not be permitted where traffic volume forecasts exceed 5,000 vehicles per day.

Local Streets. Local streets prioritize provision of immediate access to adjacent land. These streets should be designed to enhance the livability of neighborhoods and should generally accommodate less than 2,000 vehicles per day. When traffic volumes reach 1,000 to 1,200 vehicles per day through residential areas, safety and livability can be degraded. A well-connected grid system of relatively short blocks can minimize excessive volumes of motor vehicles and encourage more use by pedestrians and bicyclists. Local streets are not intended to support long distance travel and are often designed to discourage through traffic.

Philomath Street Classifications



Data sources: City of Philomath, DKS Associates. Future road alignments are conceptual.

Functional Classification (Dashed Lines Indicate Future Roads)

- | | |
|--|---|
|  Principal Arterial |  Railroad |
|  Minor Arterial |  Roadway |
|  Major Collector |  Roadway (Future) |
|  Minor Collector |  Water |
|  Local Street |  City Limit |
| |  Urban Growth Boundary |