

## **REQUESTING A CHANGE TO THE CITY'S TRAFFIC BY-LAW**

### **Stop Signs, Yield Signs, Signalized Intersections, etc...**

To request having a sign or device installed at an uncontrolled intersection:

- A detailed written request with complete information should be forwarded to the Traffic Advisory Committee c/o Deputy City Clerk at 169 Front Street, 1<sup>st</sup> Floor. The requester should, as a minimum, provide his or her name, address and telephone number together with the reason(s) why the change is being requested.
- In some instances, a petition indicating support from at least 60 per cent of the households within the section(s) affected by the requested change will be required.
- A review of the site will be initiated and a report will be submitted to the Traffic Advisory Committee.
- If the Traffic Advisory Committee determines change is warranted, a report will be prepared for Council's consideration.
- If the change is approved by Council, a by-law, if required, will be prepared to implement the sign or device.
- After the by-law to authorize the intersection control is passed by Council, corresponding signage will be installed at the location.
- A traffic sign can take 3 to 8 weeks to install after it has been approved.

### **Parking Controls**

To request having any parking controls changed on your street:

- A detailed written request with complete information should be forwarded to the Traffic Advisory Committee c/o Deputy City Clerk at 169 Front Street, 1<sup>st</sup> Floor. The requester should, as a minimum, provide his or her name, address and telephone number together with the reason(s) why the change is being requested.
- In some instances, a petition indicating support from at least 60 per cent of the households within the section(s) affected by the requested change will be required.
- A review of the site will be initiated and a report will be submitted to the Traffic Advisory Committee.
- If the Traffic Advisory Committee determines change is warranted, a report will be prepared for Council's consideration.
- If the change is approved by Council, a by-law, if required, will be prepared to implement the parking regulation; depending on the nature of the road, the amending by-law will be given 1<sup>st</sup> reading to allow the City Clerk's office opportunity to request written comments from the affected property owners before the by-law is read a 2<sup>nd</sup> and 3<sup>rd</sup> time and is finally passed.
- After the by-law to implement the parking regulation is passed by Council, corresponding signage will be installed at the location.
- A traffic sign can take 3 to 8 weeks to install after it has been approved.

### **Speeding**

To request having speeding in your neighbourhood investigated the Belleville Police Service should be contacted.

To request having the speed limit in your neighbourhood changed:

- A detailed written request with complete information should be forwarded to the Traffic Advisory Committee c/o Deputy City Clerk at 169 Front Street, 1<sup>st</sup> Floor. The requester should, as a minimum, provide his or her name, address and telephone number together with the reason(s) why the change is being requested.
- In some instances, a petition indicating support from at least 60 per cent of the households within the section(s) affected by the requested change will be required.
- A review of the site will be initiated and a report will be submitted to the Traffic Advisory Committee.
- If the Traffic Advisory Committee determines change is warranted, a report will be prepared for Council's consideration.
- If the change is approved by Council, a by-law, if required, will be prepared to implement the speed regulation
- After the by-law to implement the speed regulation is passed by Council, corresponding signage, if required, will be installed at the location.
- A traffic sign can take 3 to 8 weeks to install after it has been approved.

### **Sightline Problems**

To have sightline problems at an intersection investigated, the Environmental and Operational Services Department, located at 75 Wallbridge Crescent, should be contacted.

### **Other Requests**

All other requests will be directed to the responsible department for review and response/action as appropriate.

**Note:** Traffic signs are regulated by the Highway Traffic Act and its regulations and guidelines. Most traffic signs have limitations pertaining to size, wording, symbols, placement, etc.