



Public Works/Finance Committee

Regular Meeting
~Minutes~

Laurie M. Hopkins
City Clerk

www.ci.moscow.id.us

208.883.7015

Monday
February 12, 2018

4:30 PM

Council Chambers
206 E. Third St.

The meeting was called to order at 4:30 PM

PRESENT: Kathryn Bonzo Chair, Brandy Sullivan Councilmember, Gina Taruscio Councilmember

ABSENT: Jim Boland Councilmember

OTHERS: Mayor Bill Lambert

STAFF: Gary J. Riedner, Ryan Cash, Bob Buvel, Bill Belknap, Sarah Banks, Les MacDonald, Laurie M. Hopkins

1. Approval of Public Works/Finance Committee January 22, 2018 Minutes – Laurie M. Hopkins

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Kathryn Bonzo, Brandy Sullivan, Gina Taruscio
ABSENT:	Jim Boland

2. Disbursement Report for January 2018 – Gary J. Riedner

Staff will present the Accounts Payable Report for the month ending January 2018. This was reviewed, signed and recommended for approval by the Public Works/Finance Committee on February 12, 2018.

ACTION: Approve the Disbursements Report for the month of January 2018.

Banks indicated the larger payments in the report and explained there has been a change in how credit card payments are accounted for which means they will show up on the report differently. The Committee recommended approval and that it be placed on the Council consent agenda.

RESULT:	RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]
AYES:	Kathryn Bonzo, Brandy Sullivan, Gina Taruscio
ABSENT:	Jim Boland

3. 433 and 421 N Main Street Lot Line Adjustment – Ryan Cash

Shelley Bennett is requesting a lot line adjustment between two parcels of land currently addressed as 433 and 421 N Main Street in order to accommodate setback requirements for a proposed building at 433 N Main Street. 433 N Main is currently 18,933 square feet in size and 421 N Main is currently 181,092 square feet in size. The applicant is proposing to adjust the common lot line between the two parcels in order to convey a 9 ft by 180 ft area from 421 N Main St to the southern parcel line of 433 N Main St. The subject properties are located in the Motor Business (MB) Zoning District which has no minimum lot area requirement for non-residential uses, and a minimum lot width of 50 feet. Both parcels will meet all requirements for the MB Zoning District. This was reviewed and recommended for approval by the Public Works/Finance Committee on February 12, 2018.

ACTION: Approve the lot line adjustment request with no conditions.

Minutes Acceptance: Minutes of Feb 12, 2018 4:30 PM (Regular Items)

Cash introduced the item as written above.

Shelley Bennett, 2279 Moser Moscow, said there would be only two entrances to Main Street.

No other public comment was offered. The Committee recommended approval and that it be placed on the Council consent agenda.

RESULT:	RECOMMENDED TO COUNCIL CONSENT [UNANIMOUS]
AYES:	Kathryn Bonzo, Brandy Sullivan, Gina Taruscio
ABSENT:	Jim Boland

4. **Public Hearing: C Street Alley ROW Vacation - Les MacDonald**

The City has received an application requesting the vacation of a portion of the public right-of-way (ROW) located south of C Street and west of Home Street. A copy of the application is included in the packet. The request was made by Mr. Eric Lee Mittelstaedt, who is the owner of the property at 807 East C Street which abuts the property which is the subject of the vacation request. A vicinity map showing the proposed vacation area is shown on the attached public notice. A public hearing will be held at the February 20th Council Meeting to hear the petitioner's request and receive testimony pertaining to the request. Public notice of the hearing was advertised in the newspaper of record and mailed to properties within 600 feet of the subject ROW. The franchised utilities were notified of the application for the vacation. A copy of a draft ordinance vacating the ROW is attached. This item was presented to the Public Works/Finance Committee on February 12, 2018, which recommended advancing the item to a public hearing.

PROPOSED ACTIONS: Hold a public hearing to accept public testimony on the matter of the C Street Alley ROW Vacation request, consider such testimony, and approve the vacation request by adoption of the draft ordinance under suspension of the rules requiring three complete and separate readings and that the ordinance be read by title and published by summary; or deny the vacation request; or take other action deemed appropriate.

MacDonald explained the process for right-of-way (ROW) requests which include a public hearing at the City Council level. At the Committee level, staff confirms the public hearing date and gives a brief description of the request and location. An aerial of the location was shown. The request is for just over a foot of ROW in a 16 foot alley and more details will be given for the public hearing.

Riedner explained when vacating ROW, Idaho code requires that it be expedient and in the public interest. Council typically vacates ROW, which is owned by the public, back to adjacent property where it came from. The Council can also decide to not vacate the ROW. The City cannot obtain any compensation for vacations. The Committee confirmed the date of the public hearing for February 20, 2018.

RESULT:	CONFIRMED DATE OF PUBLIC HEARING BEFORE CITY COUNCIL
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5. **Public Hearing: Rayburn Street ROW Vacation - Les MacDonald**

The City has received an application requesting the vacation of the remaining portion of the Rayburn Street public right-of-way (ROW) in the vicinity of State Highway 8 east of Stadium Way. A copy of the application is included in the packet. The request was made by Dan Ewart, Vice President for Infrastructure, on behalf of the Regents of the University of Idaho, which is the owner of the property on three sides of the property which is the subject of the vacation request. The remaining side is bounded by the right-of-way for State Highway 8. A vicinity map showing the proposed vacation area is shown on the attached public notice. A public hearing will be held at the February 20th Council Meeting to hear the petitioner's request and receive testimony pertaining to the request. Public notice

of the hearing was advertised in the newspaper of record and mailed to properties within 600 feet of the subject ROW. The franchised utilities were notified of the application for the vacation. This item was presented to the Public Works/Finance Committee on February 12, 2018, which recommended advancing the item to a public hearing.

PROPOSED ACTIONS: Hold a public hearing to accept public testimony on the matter of the Rayburn Street ROW Vacation request, consider such testimony, and approve the vacation request by adoption of the draft ordinance under suspension of the rules requiring three complete and separate readings and that the ordinance be read by title and published by summary; or deny the vacation request; or take other action deemed appropriate.

MacDonald described the area and notifications have been sent to property owners as well as the hearing noticed in the paper. Riedner explained the difference between public right-of-way and privately owned right-of-way. The Committee confirmed the date of the public hearing for February 20, 2018.

RESULT:	CONFIRMED DATE OF PUBLIC HEARING BEFORE CITY COUNCIL
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6. 1333 Lande Lane Lot Division – Ryan Cash

Tom Golis is requesting a lot division to establish four lots from the two platted lots which are legally described as Lot 1 and Lot 2 of Block B, Christopher's Crossing Addition. The subject lots were originally platted within the Christopher's Crossing Subdivision and were to be served by the extension of Lande Lane which was intended to terminate with a standard cul-de-sac. The plat also included a pedestrian easement which provided a pedestrian connection from Hirschi Road to Lande Lane. The sidewalk in this easement has been constructed from Hirschi Road to the northern boundary of the subject property.

On March 19, 2007 the City Council approved a lot division proposal to create three lots from the original two lots, relocate the pedestrian easement on the property, and allow for the construction of an alternate cul-de-sac design. Additional right-of-way was dedicated as part of this proposal to allow for the construction of the alternate cul-de-sac design, and a portion of right-of-way was vacated since the cul-de-sac had been relocated further to the north. Since the lot division was approved in 2007, no further action has been taken to divide or develop the subject property.

The applicant is now presenting a new lot division proposal to establish four lots ranging in size from 14,427 to 8,381 square feet from the original two platted lots. The applicant is proposing to construct an alternate hammerhead design for the termination of Lande Lane instead of a cul-de-sac, and the pedestrian easement is proposed to be partially relocated to the approximate location approved in 2007. The subject property is located within the Moderate Density, Single Family Residential (R-2) Zone where the minimum lot area is 7,000 sf and the minimum lot width is 60 feet. The four proposed lots will meet all minimum lot area and lot width requirements for the R-2 Zone. In accordance with City of Moscow requirements, property owners within 600 feet of the property have been notified of the proposed division and the site had been posted seven (7) days prior to the meeting date. This was reviewed and recommended for approval by the Public Works/Finance Committee on February 12, 2018.

PROPOSED ACTIONS: Approve the lot division request with the conditions that the vacation of right-of-way and engineering variance are approved, dedication of additional right of way is made, a Deed of Dedication is made for the 15' wide pedestrian easement between lots 3 and 4, and all public improvements are constructed, or the developer enters into a development agreement and security is posted to secure such improvements, prior to any building permits being issued upon the subject property; or deny the lot division request; or take other such action deemed appropriate.

Cash described the zoning of the area and the history of the subdivision from two lots and a standard cul-

de-sac, to three lots and a larger dedication for a modified cul-de-sac. The new application includes four lots, two of which are flag lots; modification to the pedestrian ROW access; and a vacation and modification of ROW to accommodate a variance for a modified cul-de-sac. This also will allow full development of a fourth lot which was not possible with the previous request. The lots are in conformance with the R-2 zoning requirements.

Cash received a letter from Dennis Fullerton with no objections. Several citizens visited with staff and asked questions.

Jill Rinaldi, 943 Hirshi Road Moscow, shared concerns on how the pedestrian easements would align and who would be responsible for maintenance. Another concern was where street lighting would be placed.

MacDonald answered normally P&R handles the maintenance and if circumstances warrant, such as winter conditions, paths are closed. Street lights are normally placed at dead-ends, severe curves and intersections. At this time, placement of street lights has not been determined.

The Committee recommended approval of the lot division and that it be placed on the regular agenda.

RESULT:	RECOMMENDED TO COUNCIL REGULAR [UNANIMOUS]
AYES:	Kathryn Bonzo, Brandy Sullivan, Gina Taruscio
ABSENT:	Jim Boland

7. Lande Lane ROW Vacation – Les MacDonald

The City has received an application requesting the vacation of a portion of the Lande Lane public right-of-way (ROW) in relation to a proposed lot division process on Lots 1 & 2 of Block B of the Christopher's Crossing Subdivision Addition to the City of Moscow. A copy of the application is included in the packet. The request was made by Mr. Tom Golis, who is the owner of the property on both sides of the property which is the subject of the vacation request. A vicinity map showing the proposed vacation area is shown on the attached public notice. A public hearing will be held at the February 20th Council Meeting to hear the petitioner's request and receive testimony pertaining to the request. Public notice of the hearing was advertised in the newspaper of record and mailed to properties within 600 feet of the subject ROW. The franchised utilities were notified of the application for the vacation. A copy of a draft ordinance vacating the ROW is attached. This item was presented to the Public Works/Finance Committee on February 12, 2018, which recommended advancing the item to a Public Hearing.

PROPOSED ACTIONS: Hold a Public Hearing on the matter of the Lande Lane ROW Vacation request to accept public testimony, consider such testimony, and approve or deny the requested Vacation through adoption of the draft Ordinance; or take other action deemed appropriate.

MacDonald said this ROW vacation is conditioned on the lot division. MacDonald showed an aerial of the location. The Committee confirmed the date of the public hearing for February 20, 2018.

8. 1333 Lande Lane Cul-De-Sac Variance Request – Bob Buvel

On December 20, 2017 the City of Moscow received a letter from Scott Becker, P.E., of Hodge and Associates requesting a right-of-way vacation and lot division on behalf of the Mr. Tom Golis, owner of the property at 1333 Lande Lane. Mr. Golis is proposing to divide the property into a four lot development. (See attached letter.) As the parcel is located at the dead end of Lande Lane, its development would require construction of a turnaround for emergency vehicles and the general public. The City of Moscow standard for dead end streets (Standard Drawing #4) requires the construction of an eighty (80) foot diameter cul-de-sac. Due to the challenging topography of the site, the shape of the parcel, and in order to create a fourth buildable lot on the property, Mr. Golis is

requesting approval to construct a “Type III Turnaround” as depicted in City of Moscow Standard Drawing #5 rather than the City-standard eighty (80) foot diameter cul-de-sac. This was reviewed and recommended for approval by the Public Works/Finance Committee on February 12, 2018.

PROPOSED ACTIONS: Approve the variance request to build a permanent Type III Turnaround per Standard Construction Drawing #5, or deny the variance request, or take other such action deemed appropriate.

Buvel explained the standard cul-de-sac details as well as a temporary Type III turnaround, otherwise known as a hammerhead. The request is for a variance from the standard requirement, not a land use variance. This property has been looked at many times for development and this seemed like a viable option. A 28 foot wide street is appropriate in a dead end location as allowed within the City street standards. The Committee recommended approval and that it be placed on the Council regular agenda.

RESULT:	CONFIRMED DATE OF PUBLIC HEARING BEFORE CITY COUNCIL
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Adjourn

The meeting was closed at 5:15 PM

MOSCOW CITY COUNCIL AGENDA**Meeting Date:** 02/26/2018**Title:** Moscow Charter School Request for HIRC Rental Fee Waiver for School Year 2018-2019**Responsible Staff:** Dwight Curtis

Information

DESCRIPTION: Moscow Charter School (MCS) is requesting a rental fee waiver for use of the HIRC facility for their physical education and movement classes for the 2018-2019 school year. The request is the same as last year's request, which was approved by the City Council. The MCS would use one half-gym space approximately 398 hours during the school year. This has not negatively affected public use or City programs in the past. The Parks and Recreation Commission reviewed the request on February 22, 2018, recommending approval of the MCS request

At the FY18 rate of \$43 per hour, the cost to MCS would be \$17,114 for the projected 398 hours use. Since the other half of the gym remains open to the public, there hasn't been any closure to the public and staff has received no complaints from the public. Also, the Moscow Charter School offers reciprocal use of their facility for parks and recreation programs, including their virtual Google Expeditions program. It is understood that this is not a permanent arrangement and if approved, it is specific to the 2018-2019 school year only.

The Parks and Recreation Commission reviewed the request on May 22, 2018, recommending approval of the MCS request.

STAFF RECOMMENDATION: Recommend approval of the HIRC rental fee waiver request by Moscow Charter School for the 2018-19 school year.

PROPOSED ACTIONS: Recommend Council approval of the HIRC rental fee waiver request by Moscow Charter School for the 2018-19 school year or provide staff further direction.

Necessary Resources/Impacts

<Type your fiscal/personnel/miscellaneous impacts here or N/A>

Attachments

Charter School - HIRC Request for 2018-19 School Year



MOSCOW CHARTER SCHOOL

Science • Technology • Engineering • Arts • Math

2/13/2018

Dear Moscow Parks and Recreation Commission,

The Moscow Charter School would like to request the fee waiver to use the Hamilton Indoor Recreation Center for the 2018-2019 school year. The times we would like to use are Wednesday from 9 am to 2:50 pm, Monday, Tuesday, Thursday 1:15 to 2:50 pm, and every other Friday from 8:45 am to 2:00 pm, with flexibility throughout the year for this day. These times are the exact same that we are using with the current school year. We have a qualified PE teacher to make sure the facility is well maintained, with respectful and appreciative students to use the facility.

In return for being able to use your facility the Parks and Recreation Department can use our facility for any future needs. We have a large multipurpose room that is generally available in the evenings and Summer, additional playfield space, classrooms, and a portable that can be used for seminars and workshops. Our portable and staff members have been used in the past to provide Summer classes for Parks and Recreation.

This year we also have another option to offer to the Parks and Recreation Department. We just purchased 22 Google Expeditions that are virtual reality glasses. I spoke with Mr. Collins our Science teacher and he would be willing to offer a class this Summer through your department for student learning use. Google Expeditions allow for students to go on a virtual field trip anywhere throughout the universe and already proving to be enjoyable for our students.

We really appreciate your time and consideration in this process and we are happy to reciprocate the use of our facilities to help the Parks and Recreation Department.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tony Bonuccelli', written over a horizontal line.

Tony Bonuccelli

Administrator, Moscow Charter School

W 208-883-3195

C 509-336-9307

MOSCOW CITY COUNCIL AGENDA**Meeting Date:** 02/26/2018**Title:** 6Th and Mountain View Stop Sign Warrant Study**Responsible Staff:** Kevin Lilly

Information

DESCRIPTION: There has been discussion of the installation of a 4-Way stop at the intersection of 6th Street and Mountain View Road. The City has a Policy and Procedure for Stop Sign Installation and Removal Requests (attached). Because the current discussion was initiated by Administration, the Policy and Procedure was not utilized.

As a result of the inquiry, the Public Works Department conducted a traffic warrant analysis. Traffic data was collected, and a multi-way stop study was performed in June of 2017 using the study criteria as appears in the Federal Highway Administration's Manual on Uniform Traffic Control Devices (MUTCD) 2009 Edition. (See Attached) The study was repeated in Mid September of 2017 to eliminate any variables as a result of seasonal population fluctuations which might have affected the study data and conclusions.

Of the six criteria listed in the MUTCD, only one, *C.1 Traffic Volumes on the Major Street Approaches* (Mountain View Road) was met, and the study concluded that the installation of a four-way stop was not warranted under MUTCD guidelines or the adopted City Stop Sign Policy. Additional considerations were as follows:

- Sixth Street east of Mountain View Road provides access to an area of expanding residential development, thus traffic volumes along Sixth Street are increasing.
- Sixth Street is also one of the primary east/west traffic routes through Moscow.
- White Avenue to the south and D Street to the north are similar intersections that have been converted to four-way stops.

Further, the proposed Third Street Bridge across Paradise Creek, expected to be constructed in the summer of 2018 would establish another east/west link from the center of town to an intersection with Mountain View Road approximately 800 feet north of the 6th Street intersection. Once constructed, this link is expected to reduce both volumes and delay at the intersection of 6th and Mountain View.

The City of Moscow has received federal funding for design and construction of a project that will install a roundabout at Sixth and Mountain View and convert the existing Mountain View rural section to an urban section with sidewalks, curb, and gutter from 6th Street to Joseph Street. Construction is currently scheduled for 2023 or 2024.

STAFF RECOMMENDATION: Receive the report and provide staff further direction.

PROPOSED ACTIONS: Receive the report and provide staff with further direction.

Necessary Resources/Impacts

N/A

Attachments

Stop Sign Request form and policy

Mountain View and Sixth TRAFFIC ENGINEERING STUDY (Oct 2017) FINAL



City of Moscow, Public Works Department

Stop Sign Request Form

In accordance with the City of Moscow's adopted Policy and Procedure for Stop Sign Installation and Removal Requests, citizens interested in requesting the installation or removal of a stop sign shall complete and submit this form to the Public Works Department. Upon receipt of a completed application Public Works Staff will review the proposed stop sign revision utilizing the procedures included in the adopted Policy. Contact with the applicants regarding the request will be included in the review process. Completed forms shall be submitted to:

The City of Moscow
Public Works Department
221 East 2nd Street
PO Box 9203
Moscow ID 83843

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

1. Representative Individual's Contact Information

Name: _____
Address: _____
Phone Number: _____
Email (optional): _____

2. Please describe the location of the traffic concern (feel free to draw a picture or attach a map):

3. Please describe the nature of the traffic problem which concerns you:

4. Please describe how stop signs will be able to eliminate or reduce your traffic concerns:

-
-
-
-
-

STOP SIGN REQUEST FORM – PROPERTY OWNER ACKNOWLEDGEMENTS

This request must be signed by owners of at least twenty five percent (25%) of the dwelling units and/or businesses along the first block of the streets emanating from the intersection.

[illegible]

City Use Only

Date application Received: _____

Application Received by: _____

Final Determination on Request: _____

☐ Approve☐ Deny

Other

By: _____

EXHIBIT "A"

**CITY OF MOSCOW POLICY AND PROCEDURE
FOR STOP SIGN INSTALLATION AND REMOVAL REQUESTS
March 2011**

BACKGROUND AND PURPOSE

The City of Moscow receives requests for the installation of stop signs to address concerns of interested citizens. Requests are also received for the removal of stop signs where they are perceived as no longer necessary. In order to provide a predictable and consistent methodology for responding to these requests, the City has established the Policy and Procedure for Stop Sign Installation and Removal Requests. This Policy is intended to inform citizens interested in requesting the installation or removal of a stop sign of the manner in which the City will process their request. This Policy also addresses standards which are commonly utilized by staff in assessing such requests.

I. Policy Objective

It is the objective of this Policy to consider installation and removal of stop signs where appropriate, based on engineering analysis and staff judgment.

Principles

- A. Stop signs are reserved for the control of vehicular traffic conflicts at intersections and shall not be used as a device to control speed or to identify pedestrian crosswalks (unless otherwise warranted to control vehicular conflicts).
- B. Stop signs are not installed as a means of traffic calming but may be installed in conjunction with an overall neighborhood traffic calming effort.
- C. Stop signs are not to be installed against the major flow of traffic unless unusual intersection design requires such installation to insure adequate and safe operation of the intersection.
- D. A stop sign is not a substitute for other traffic control devices.
- E. Warrants recommended in the Manual on Uniform Traffic Control Devices (MUTCD), including the amount of daily traffic, the amount of pedestrian and bicycle activity, high traffic speed, restricted sightlines, accident records, unusual site conditions, and geometrics will be used by staff in the evaluation of all stop sign requests.
- F. Accidents shall be used as the primary warrant for the installation of stop signs.
- G. The functional street classification system (as shown on the latest edition of the Moscow Urban Area and Functional Classification map) shall be used as the reference system for defining street types used in the warranting procedures.

EXHIBIT “A”

- H. Stop signs shall only be installed at intersections where drivers cannot safely apply the right-of-way rule as defined by the State of Idaho Motor Vehicle Code¹.

Background

- A. Because stop signs cause a substantial inconvenience to motorists, disrupt traffic flow, and can result in increased carbon emissions, they should only be used where warranted.
- B. When stop signs are installed where the need to control right-of-way is questionable, there may be an increase in traffic delay and congestion with little or no gain in safety.
- C. Accidents can sometimes increase following installation of stop signs.
- D. If the motorist consistently observes that the cross street traffic is light or nonexistent, the stop sign’s installation will likely be questioned by the motorist, and they will frequently roll through or run the stop sign, thus reducing the credibility of the stop sign and increasing the danger at the intersection. Excessive use of stop signs has been shown to reduce stop sign compliance by up to 25%.
- E. The installation of unwarranted stop signs may actually create new speeding problems. Studies have shown that motorists tend to accelerate to higher speeds to make up for the time lost at stop signs. Other studies have found that vehicle speeds will decrease within two hundred feet (200’) of a stop-controlled intersection but speeds will remain unchanged or increase between intersections.
- F. Many times, the need for a stop sign can be eliminated if the sight distance is increased (by removing obstructions, for example).
- G. Excessive use of stop signs may encourage some drivers to use alternative neighborhood (local) streets as a means to avoid the stop-controlled intersection, thus increasing traffic volumes and creating problems in other locations.
- H. The installation of stop signs at any given intersection should only occur after a review of potential impacts on neighboring streets and when the stop control is compatible with the overall traffic management concept for the area.
- I. The more stop signs on a road system, the more air pollution and noise generated from cars stopping and starting. Studies have shown that stopping five thousand (5,000) vehicles per day generates fifteen (15) tons of additional pollutants per year.

II. Procedures

- A. Requesting Warrant Analysis

A written request must be submitted to the Public Works Department by residents living along the applicable street(s).

¹ Right of Way Rule – The Failure to yield the right of way at an uncontrolled intersection. A person commits the offense of failure to yield the right of way at an uncontrolled intersection (an intersection without any traffic signs or signals) if the person, in a vehicle that is approaching an uncontrolled intersection, does not look out for, and give right of way, to any driver on the right who simultaneously approaches the intersection, regardless of which driver first reaches the intersection.

EXHIBIT "A"

To insure that the neighborhood involved has sufficient interest in the stop sign request, the written request must be on a City of Moscow Stop Sign Request Form and be signed by the owners of at least twenty five percent (25%) of the dwelling units and/or businesses along the first block of all streets emanating from the intersection. The Form will include the printed name, address and signature of the requesting citizens and an explanation of why stop signage is desired. Stop sign installation and removal warrant analysis may also originate with the Public Works Department.

1. All stop sign requests shall be submitted to the Public Works Department. The requestor submitting the stop sign request is contacted by the Public Works Department to confirm receipt of the request, and to answer any initial questions.
- 2.. Through discussions with the requestor, it is determined if a stop sign is the most appropriate traffic control device to address the requestor's concerns. If a stop sign is considered to be the appropriate solution, this Policy will be followed.
3. A site visit is performed to determine if any immediate safety concerns are present and, if so, what temporary corrective action should be implemented. The site is also examined for alternative solutions other than the installation of a stop sign. Alternative solutions could include the trimming of vegetation or the installation of parking restrictions to improve sight distance.
4. If no alternative measure is evident, a stop sign warrant analysis is performed. Warrants are considered the traffic engineering industry standard for determining the criteria for the installation of stop signs.
5. As a part of the warrant analysis, a temporary stop sign may be placed at the requested location to observe its effect on local traffic patterns. The temporary stop sign will be periodically monitored to ensure extensive queuing or delays, as determined by the City Engineer, are not created.
6. Input on the stop sign request is solicited from the Police and Fire Departments. Such input may include observations on traffic operations in the area of the intersection, accident history, enforcement activities, emergency vehicle access routes, and other pertinent information.
7. If the traffic warrants are met, a work order is prepared for the installation of the new stop sign(s).
8. If the traffic warrants are not met, the requestor is notified of the City's warrant findings and of any corrective action determined appropriate by staff for the subject intersection. The determination shall be posted with an information sheet at the subject intersection and a report of the determination shall be added to the City's web site. Appeals to the City Council by a person who considers themselves to have been adversely affected by the determination must be submitted to the City Clerk within fifteen (15) days of the date of the notification. Such appeals shall be accompanied by the appropriate appeal fee, as set forth by the City Council.
9. If an appeal of Staff's warrant findings is submitted, a briefing on the item is placed on the next available Public Works/Finance Committee meeting agenda.

EXHIBIT "A"

10. All dwelling units and businesses within one (1) block of the proposed stop sign location are notified of the time and date of the Public Works/Finance Committee and City Council meetings where the stop sign request will be heard.
11. After the Public Works/Finance Committee briefing, the item is placed on the next available City Council meeting agenda for discussion and action. Background information regarding the request including staff generated data and any petition or letters of support submitted by the public are included as exhibits for the City Council.

B. Warrant Analysis:

Two (2) or more of the following traffic warrants, as identified in the MUTCD must be met for the Public Works Department to approve the installation or continued presence of a stop sign, unless otherwise justified by the City Engineer (based upon the judgment of the City Engineer using guidance from the MUTCD).

Warrant 1. Accidents

1. A stop sign is warranted if five (5) or more reported accidents occur within a twelve (12) month period which would likely have been susceptible to correction by the installation of an all-way stop. Such accidents include right and left-turn collisions as well as right angle collisions.
2. A stop sign is warranted if three (3) or more reported accidents occur within a twelve (12) month period or five (5) or more reported accidents occur within a twenty four (24) month period which would likely have been susceptible to correction by the installation of a two way stop.
3. A stop sign is warranted on a through street if, within a two (2) year period, the intersection had at least one point five (1.5) accidents per million vehicles entering the intersection and those accidents would likely have been susceptible to correction by the installation of an all-way stop.

Warrant 2. Minimum Traffic Volumes and Speed

1. A stop sign is warranted if the number of vehicles entering the intersection from all approaches average at least three hundred (300) vehicles per hour for any eight (8) hours of an average day, and;
2. The combined vehicular, bicycle and pedestrian volume from the minor street or highway averages at least two hundred (200) units per hour for the same eight (8) hours. A delay of at least thirty (30) seconds per vehicle must be exhibited on the minor street during the hour of greatest traffic volume.
3. On roadways where the eighty fifth (85th) percentile approach speed exceeds forty (40) MPH, the minimum vehicular volume warrant is reduced to seventy percent (70%) of the above requirement.

EXHIBIT "A"

Warrant 3. Visibility

1. A stop sign is warranted where driver visibility is limited at the minor street approach to the intersection, and causes drivers to reduce their intersection approach speed to less than ten (10) miles per hour.
2. The minimum sight distance shall be maintained based on the roadway speed and the criteria described in the latest edition of the AASHTO publication "A Policy on Geometric Design of Highways and Streets."

III. Monitoring and Evaluation

The type, number and extent of studies performed to determine the effectiveness and impacts of stop signs will vary based upon the particular circumstances of each installation. An assessment may be performed to determine if installation or removal of the signs has achieved the desired results without creating unexpected problems. Depending upon the resources available and at the discretion of the City Engineer, the monitoring assessment of a newly installed or removed stop sign may include the following:

- A. On-site observations. Immediately after installation or removal of the stop signs and at intervals thereafter, observations may be made to determine motorists' behavior patterns and any unusual operating conditions (such as running the stop sign). The observations will be scheduled during both day and night conditions.
- B. Speed studies. Speed studies may be performed before and after stop sign installation or removal, to determine speeds and the effect on vehicle operating speeds.
- C. Volume studies. Traffic volume counts may be made on the subject street and on those streets where traffic diversion may be expected. Counts will be made before installation or removal and after traffic patterns have stabilized, to determine the magnitude and specific location of this diversion. Both turning movements and twenty four (24) hour volume counts may be needed to quantify these impacts.
- D. Stop sign obedience. Studies may be performed to evaluate stop sign compliance. High violation rates that result in a safety hazard is cause for sign removal.
- E. Accident analysis. A thorough before and after accident analysis may be performed to determine if accident trends have been noticeably impacted by the stop sign installation or removal. It may be necessary to establish ongoing analysis at some locations to gauge the longer-term trends of accident rates. An increase in accidents is cause for removal or reinstallation.
- F. Resident and driver studies. Within thirty (30) to sixty (60) days after installation (or at end of the established trial period), a survey of adjacent residents and other affected residential areas may be conducted to assess their concerns and perception of the stop signs' performance. Motorists continuing to travel the street may also be selectively surveyed to assess their opinion of the stop signs' effectiveness.

**TRAFFIC ENGINEERING STUDY – MULTIWAY STOP APPLICATION
CITY OF MOSCOW ENGINEERING DEPARTMENT**

**MOUNTAIN VIEW ROAD AND SIXTH STREET
SEPTEMBER 2017**

The City of Moscow Engineering Department has conducted a traffic engineering study for the purpose of determining whether the intersection of Mountain View Road and Sixth Street satisfies the recommended criteria for the installation of a multi-way (4-way) stop. These criteria are stated in the Manual of Uniform Traffic Control Devices (MUTCD).

STUDY CRITERIA

The following is taken from the MUTCD 2009 Edition – FHWA:

Section 2B.07 Multi-way Stop Applications

Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

The restrictions on the use of STOP signs described in Section 2B.05 also apply to multi-way stop applications.

Guidance:

The decision to install multi-way stop control should be based on an engineering study.

The following criteria should be considered in the engineering study for a multi-way STOP sign installation:

- A. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.
- B. A crash problem, as indicated by 5 or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes 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 65 km/h or 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.

Option:

Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to reasonably safely negotiate the intersection unless conflicting cross traffic is also required to stop; and
- D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

STUDY RESULTS

Requirement A:

A traffic control signal study has not been conducted. The multi-way stop is not an interim measure awaiting the signal installation. **Requirement A is not satisfied.**

Requirement B:

There is no crash problem as defined by the MUTCD manual. At least five recorded accidents in the previous twelve month period are required. From January 1, 2016 to the most current data available from the Idaho Transportation Department, there was one crash reported, on June 22, 2016. **Requirement B is not satisfied.**

Requirement C1:

Traffic count data used was collected in May of 2017. The traffic volume reports indicate that the highest eight hour counts on Mountain View Road have an average of 948 vehicles per hour during that period. An average of over 300 vehicles per hour is required on the major street. **Requirement C1 is satisfied.**

Requirement C2:

The traffic volumes measured for Sixth Street indicate that the highest eight hour count has an average of 253 vehicles per hour. An average of over 200 vehicles per hour is required. Pedestrians and bicycles are not included in the vehicle counts.

Delay on the minor street (6th) at the east leg of the intersection was measured at 11.1 seconds and the minor street west leg delay was 25.9 seconds. The traffic volume on Sixth Street exceeds the minimum volume required under C2, however the delay measured does not meet the 30 second minimum. **Requirement C2 is not satisfied.**

Requirement C3:

The traffic count data indicates the 85th percentile speed on Mountain View Road during the study period is 36 MPH for northbound traffic and 37 MPH for southbound traffic. An 85th percentile of exceeding 40 MPH is required. **Requirement C3 is not satisfied.**

Requirement D:

The criterion for Requirement B is not satisfied to 80 percent of the minimum values. **Requirement D is not satisfied.**

Optional Requirements:

- A. This study data does not indicate a need to control left-turn conflicts.
- B. There are no records of vehicle/pedestrian conflicts caused by high pedestrian volumes.
- C. There are little to no sight problems for east/west traffic.
- D. The Mountain View Road and Sixth Street intersection is the intersection of a minor arterial and a neighborhood collector street of dissimilar design. Mountain View Road is a minor arterial street with three times the amount of traffic of Sixth Street, which is a collector.

Additional Considerations:

Sixth Street east of Mountain View Road provides access to an area of expanding residential development, thus traffic volumes along Sixth Street are increasing. Sixth Street is also one of the primary east/west traffic routes through Moscow. White Avenue to the south and D Street to the north are similar intersections that have been converted to four-way stops.

The proposed Third Street Bridge across Paradise Creek would establish another east/west link from the center of town to an intersection with Mountain View Road approximately 800 feet north of the 6th Street intersection. Once constructed, this link is expected to reduce both volumes and delay at the intersection of 6th and Mountain View.

The City of Moscow has received federal funding for design and construction of a project that will install a roundabout at Sixth and Mountain View and convert the existing Mountain View rural section to an urban section with sidewalks, curb, and gutter from 6th Street to Joseph Street. Construction is currently scheduled for 2023 or 2024.

Conclusion:

At this time the installation of a four-way stop at this intersection is not warranted under the Manual of Uniform Traffic Control Devices guidelines.