

SAFETY CORNER

Public Safety Newsletter

TOPIC: Traffic Commission Request Process
Written By: Cindy Titze – Secretary
Date: October 10, 2008

If you have ever wondered what the process is to request a sign, crosswalk, or other various types of traffic warning signs or street closings this Safety Corner Edition is for you!

The City of Mitchell Traffic Commission consists of four city councilpersons, appointed by the Mayor, and the Chief of Public Safety - who serves as the commission chair. This group receives requests and reviews them at their monthly meeting held the third Monday of each month. Individuals submitting the requests are asked to be present at the meeting in order to answer questions that may arise. Some requests are able to be approved or denied that night, while others may require a study conducted by the City of Mitchell Traffic Division to see if the request meets certain criteria to warrant approval for the request.

There are also times that a request has to be tabled or may need to be referred to the State Department of Transportation as some requests are under state authority.

A few of the topics that the Traffic Commission reviews (but not limited to) are:

- Pedestrian signs
- Speed signs
- Stop signs
- Traffic lights
- Crosswalks
- Street closures
- Painted curbs
- Handicap parking space signage
- Parade permits

If you have a request please send it in writing to my attention at 201 West 1st Ave, Mitchell, SD 57301 or email me your request at cindy@mitchelldps.com. In order to ensure that your request can be placed on a Traffic Commission meeting agenda it must be submitted by the 2nd Wednesday of each month by 12:00 pm. If we do not receive the request by this deadline it will need to be placed on the next month's traffic commission agenda. Once your request is received you will be contacted with the meeting date, time, and place.

If you should have any questions on this topic, please feel free to contact me at 605-995-8400.

Sincerely,

Cindy Titze
Dept. Secretary
Mitchell Dept. of Public Safety

If you would like to learn about certain topics please email cindy@mitchelldps.com and reference Safety Corner.

