

Royal Oak Citizens Traffic Committee Requests

The City of Royal Oak Citizens Traffic Committee will review requests to change or install new signs, pavement lane or parking striping and business entrances locations off major, collector and residential roads. Requests may include installing or changing signs limiting parking, parking times, permit parking, parking locations, stop signs, speed limit signs, etc. The traffic committee will also review requests to install or change parking or travel lane markings or crosswalk marking locations.

The Citizens Traffic Committee is not authorized to review requests to install signs on private property. The City also does not install speed bumps in roadways as a deterrent to speeding. The process for Traffic Committee Requests is as follows:

1. All requests shall be in writing (and may be in e-mail format) and addressed to:

**Via Mail: City of Royal Oak
Traffic Committee
c/o City Engineer
P.O. Box 64
Royal Oak, MI 48068-0064**

**Via E-mail: To: engineering@romi.gov
Subject: Traffic Request**

2. Requests for **parking changes MUST** be initiated by a **resident** or **property owner** with an address on the street or road where the issue is to be reviewed. Requests for changes in parking shall be for an entire block. Any petitions required for an issue will be created by the Engineering Division for the applicant to circulate. Petition signatures must also be from a **resident** or **property owner** with an address on the street or road where the issue is to be reviewed. Signatures by people who are not owners of property in the request limit are disregarded.
3. Requests shall be specific:
 - a. The applicant shall provide their name, address, telephone and e-mail address.
 - b. Describe the problem or issue in detail.
 - c. Describe any proposed solutions or actions in detail.
 - d. When a petition is required, formally request a specific solution or action: **"We the undersigned (see petition, etc) formally request that the City of Royal Oak install/change/remove/allow..."** In most instances, the City will draft specific issue petitions which will be sent to applicant for circulation.
4. The Citizens Traffic Committee meets every fourth Tuesday of the odd-numbered months at 7:00 p.m. in City Hall, City Commission Chambers. When a petition is required, all property owners directly adjacent to or who will be affected by the review request will be notified of the meeting when that issue is to be discussed. At that meeting, a resolution will be drafted and voted on. Citizens Traffic Committee resolutions and recommendations are sent to the City Commission for final approval.