

# Exhibit B

## Stop/Yield Sign Request Procedure

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Investigation and Assessment of a request for a stop or yield sign at a location within the City of Crest Hill begins with direction from the Mayor or Alderperson to the Engineering Department and Police Chief to investigate and analyze the requested location for a preliminary determination as to whether it has the potential, based on vehicle and pedestrian traffic volumes, or volume of traffic accidents, to meet state warrants and therefore should be further investigated.

If it is determined that further investigation is necessary, the City Engineer will notify the City Administrator to include the following response in a report to the City Council:

“After initial review, a more detailed study of the subject location is required to determine whether the installation of a stop or yield sign at the subject location is warranted. A proposal will be solicited from a qualified professional engineer and the item will be placed on an upcoming agenda for discussion and/or approval.”

If the preliminary determination is that the location does not or cannot meet state warrants, then the City Engineer will notify the City Administrator to include the following response in a report to the City Council:

“After initial review, the subject location does not meet the requirements for installation of a stop or yield sign and further study and investigation is not needed and no further action will be undertaken.”

If the Mayor or any Alderperson seeks further discussion regarding the negative preliminary finding, a request may be made to include the item at City Council Work Session for discussion or alternatives to a stop or yield sign or a request to solicit a proposal from a qualified professional engineer.