



South Riding Proprietary  
Guidelines For Multi-Way Stop Sign and Traffic Calming Requests  
On **South Riding Proprietary** Maintained Streets

Adopted by the Board of Directors on September 9, 2004

Reviewed by the Board of Directors on January 13, 2022 and adopted on February 3, 2022

The federal Highway Administration (FHA) Manual on Uniform Traffic Control Devices (MUTCD), 2009 Edition Revised May 2012 and the Loudoun County Residential Traffic Management Guideline adopted in 2019, will be the guide for implementation of procedures. The Association will periodically review the requirement of the MUTCD and LCRTMG and adjust the following as necessary to meet South Riding Proprietary's requirements.

### **South Riding Proprietary Maintained Streets Traffic Calming Policy**

#### **Step 1.**

**Submit requests for traffic calming or to address speeding to the Loudoun County Sheriff's Office.**

[Visit sheriff.loudoun.gov](http://sheriff.loudoun.gov)

From the home page select Report Traffic Complaint. Alternatively, residents can submit this concern using the LCSO App or call the non-emergency number at (703) 777-1021.

#### **Step 2.**

#### **Traffic Calming Request**

Submit the request in writing to South Riding Proprietary staff by email to [townhall@southriding.net](mailto:townhall@southriding.net) or a concern form available on our website at [southriding.net](http://southriding.net). Provide supporting documentation demonstrating that Step 1 was completed and sufficient time has lapsed for the Sheriff's office to act or respond.

Collect and submit to SRP Staff written support from at least nine (9) additional residents from different households for this traffic calming.

**Step 3.**  
**SRP Staff Review**

SRP Staff will review the request for validity. Staff will request the installation of a speed monitoring device from the LCSO as appropriate. Staff will also request accident statistics from the Sheriff's office. Please allow a minimum of 30 days for the staff review to be completed.

**Step 4.**  
**Board of Directors Review**

SRP Staff will present the request, a timeline of actions, potential expenses and funding sources, along with a recommendation to the Board of Directors for review and consideration.

If the Board of Directors determines the request and recommendation are warranted SRP Staff will notify the requesting residents in writing.

If the Board of Directors determines the request is not warranted the traffic calming review process ends. Members of the community can request another evaluation in the subject location for traffic calming after three (3) years.

**Step 5.**  
**Resident Update and Community Support/Approval**

SRP Staff will identify the impacted area of the community, draft and conduct a survey of those residences for feedback and input on the recommended plan. More than 50% of the occupied residences in the survey area must support the plan in order to advance to the next steps.

**Step 6.**  
**Plan Development and Implementation**

SRP Staff will take the necessary steps and consult with professionals as needed to develop and implement the traffic calming measures.