

# Memo

**To:** The Mayor's Office and City Council Through Mr. John Jacobs  
**From:** Frank Ennis  
**CC:** Chip Messick, Fred Senatinger, Project File  
**Date:** February 15, 2005  
**Re:** Traffic Control Plan For Merritt Mill Condos (Eastfield)

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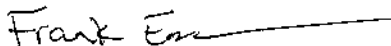
Please reference the subject Traffic Control Plan (Attachments A & B), to facilitate installation of water and sewer main extensions in Tilghman and Merritt Mill Roads to accommodate Merritt Mill Condos (also known as Eastfield). Also, please find attached a projected schedule (attachment C) from Hopkins Construction to justify the time requested.

The referenced Traffic Control Plan has been broken down into 2 phases as to minimize impact to vehicular traffic. Phase 1 is the work on Tilghman Road and Phase II is the work on Merritt Mill Road. As per my comments, the contractor must make provisions to maintain local traffic to the businesses within the construction zone at all times.

The referenced Traffic Control Plan has been submitted to and approved by Lee Outten with Wicomico County Roads Division as the roads in question are located within Wicomico County.

Upon review and evaluation, City Public Works recommends approval of the referenced Traffic Control Plan. As per Resolution 1023 (attachment D), which was passed by City Council on October 27, 2003, all Traffic Control Plans exceeding 30 days must be approved by the Salisbury City Council.

Respectfully submitted,



Frank Ennis, Manager  
Construction / Technical Support

RECEIVED FEB 18 2005

February 16, 2005



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Making a Difference!

Memorandum for City Administrator

**Subject: Proposed Temporary Road Closure**

**Purpose.** To provide information to the City Council on a proposed temporary road closure in accordance with City Council Resolution 1023 dated October 27, 2003.

**Bottom Line Upfront Recommendation:** I recommend City Council approval of the attached resolution.

**Discussion.**

- The developers of the Merritt Mill Condominiums and Townhouses are installing storm water, water, and sewer mains in the rights of way in Tilghman and Merritt Mill Roads to service their development.
- Only a small section of Tilghman Road that is within Salisbury's corporate limit is proposed to be closed. According to the developer's schedule, that closure is anticipated to be 27 days in duration.
- The remainder of the road closure is outside the corporate limits on Merritt Mill Road for an additional 47 days.
- However, because the entire project's road closure is 74 days in duration, I recommend Council review and approval because of the collateral impact on the City's transportation network.
- The developers intend to start construction as soon as possible following approval by the City Council.

Unless you or the Mayor, have further questions, please forward this memorandum to the City Council. For any additional questions you may have, I can be reached at (410) 548-3170 or by e-mail at [jjacobs@ci.salisbury.md.us](mailto:jjacobs@ci.salisbury.md.us).

JOHN F. JACOBS III, P.E.  
DIRECTOR

NEWELL W. MESSICK III, P.E.  
DEPUTY DIRECTOR

Government Office Building  
125 North Division Street  
Salisbury, MD 21801-4940

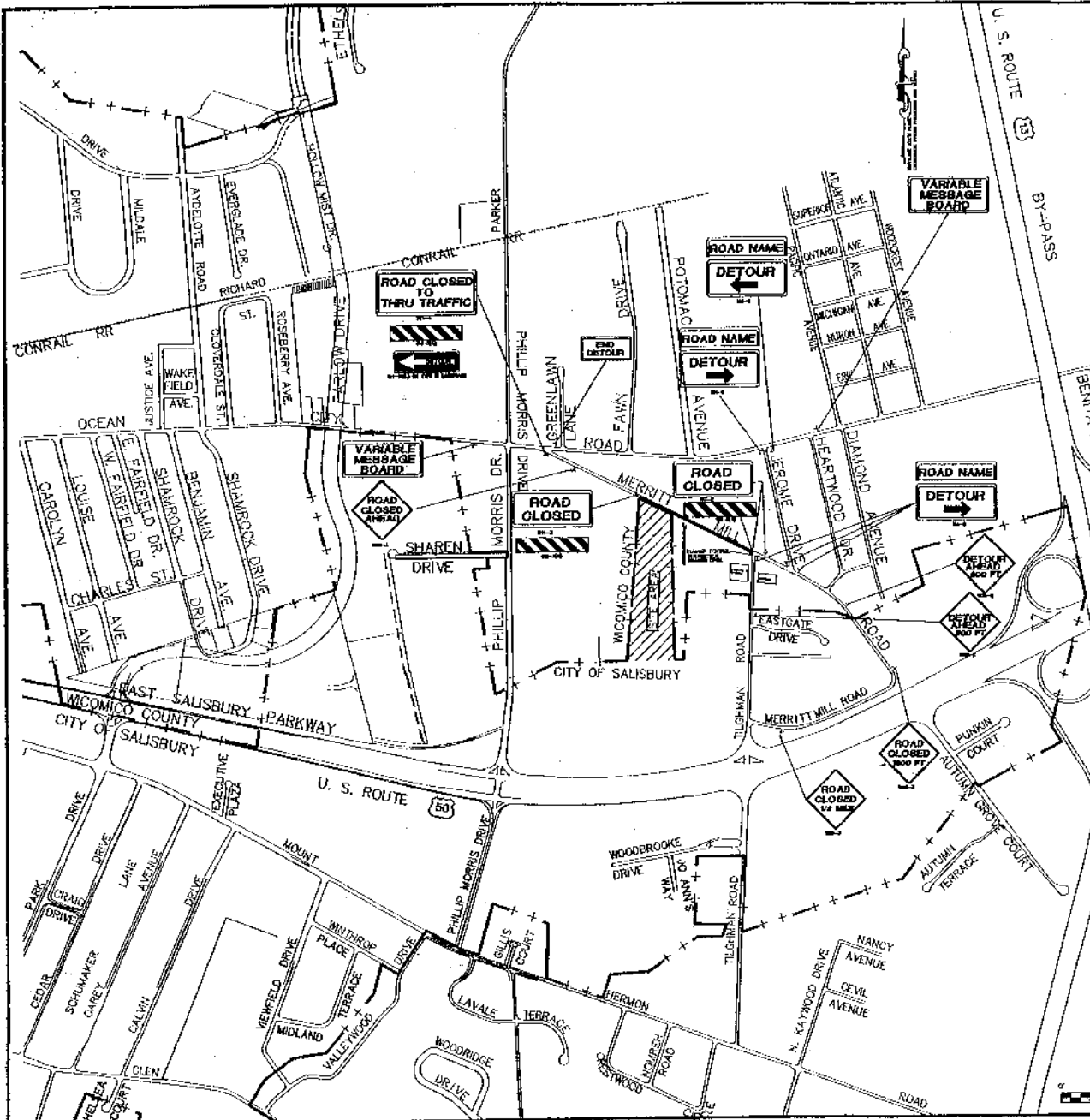
Phone: (410) 548-3170  
Enclosure: as  
Fax: (410) 548-3107

[www.ci.salisbury.md.us/publicworks/](http://www.ci.salisbury.md.us/publicworks/)

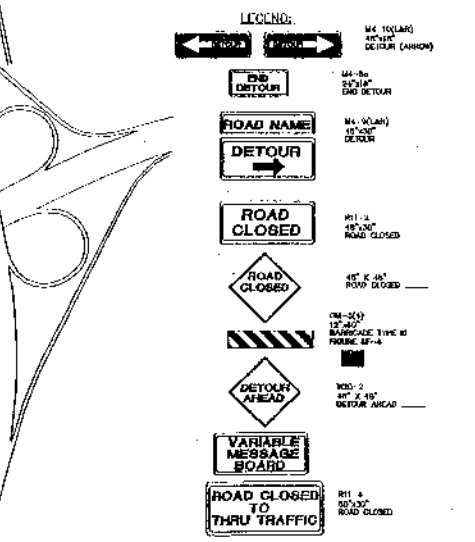
Sincerely,

John F. Jacobs III, P.E.  
Director of Public Works





- ### GENERAL NOTES:
1. THE CONTRACTOR WILL MAINTAIN THE TRAFFIC CONTROL SYSTEMS FOR THE PROJECT FOR THE CITY OF SALISBURY AND THE COUNTY OF WICOMICO. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE TRAFFIC CONTROL SYSTEMS FOR THE PROJECT FOR THE CITY OF SALISBURY AND THE COUNTY OF WICOMICO.
  2. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE TRAFFIC CONTROL SYSTEMS FOR THE PROJECT FOR THE CITY OF SALISBURY AND THE COUNTY OF WICOMICO.
  3. A NOTICE TO BEGIN WORK IS REQUIRED AT LEAST 72 HOURS PRIOR TO START OF WORK TO NOTIFY THE PUBLIC AND PROVIDE THE NECESSARY INFORMATION.
  4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE TRAFFIC CONTROL SYSTEMS FOR THE PROJECT FOR THE CITY OF SALISBURY AND THE COUNTY OF WICOMICO.
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APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

JERRY L. JACKSON, P.E. DATE: \_\_\_\_\_

DATE: 4/21/2014 SCALE: 1"=400'

PROJECT: TRAFFIC PLAN PHASE 2

SHEET: SHEET 11



**MICROTRONIC**  
 ENGINEERING & ENVIRONMENTAL SCIENCES  
 1000 W. BROADWAY, SUITE 200  
 ANNAPOLIS, MD 21403

DATE	4/21/2014
SCALE	1"=400'
PROJECT	TRAFFIC PLAN PHASE 2
SHEET	SHEET 11

ATTACHMENT B

**Title: Street Closure Rules to Supplement the City of Salisbury Municipal Code**

1. **Purpose.** To provide rules on street and highway temporary closures as specified in Section 10.04.010, paragraph A-8 of the Municipal Code of the City of Salisbury.
2. **Overview.** There are various types of temporary road and highway closures typically conducted within the City. They include but are not necessarily limited to:
  - a. **Emergency Response.** Police, Fire, and natural or technological disaster events will cause street closures lasting from hours to many days.
  - b. **Community Events.** The City closes streets for community and athletic events on a regular basis. The closure period ranges from an hour for an athletic event to several days, such as the Salisbury Festival.
  - c. **Contractor Installing, Repairing, or Maintaining Infrastructure.** There are numerous contractors and utility companies that perform work within the street right-of-way that cause road closures that last one to more than sixty days.
  - d. **City Public Work's Maintenance and Repair Work.** Five Public Works organizations routinely close streets to perform maintenance, repair, or installation of infrastructure. These are the Utilities Branch, Street Branch, Parks Branch, Traffic Branch, and the Engineering Division.
2. **City Council Delegated Authorities.**
  - a. The Director of Public Works, Chief of Police, and Fire Chief are authorized to close streets up to 10 calendar days when required for public safety and convenience.
  - b. Office of the Mayor is authorized to temporarily close streets up to 30 calendar days for public safety and convenience.
  - c. City Council, through a resolution, will authorize street closures in excess of 31 calendar days or more when required for public safety and convenience.
3. **Communications.** When it is anticipated that a street closure will occur for more than twenty-four hours, the Office of the Mayor will inform the City Council of the street closure's location, anticipated duration, and reason for the street closure as soon as practicable.
4. **Approval Reference.** City Council approved these rules under Resolution 1023 at the City Council meeting on October 27, 2003.

" ATTACHMENT D "



RESOLUTION NO. 1209

A RESOLUTION OF THE COUNCIL OF THE CITY OF  
SALISBURY, MARYLAND AUTHORIZING A TEMPORARY  
ROAD CLOSURE OF TILGHMAN ROAD FOR PUBLIC  
SAFETY AND CONVENIENCE.

WHEREAS, the City Council adopted rules for temporary road closure for the City's streets and highways to ensure public safety and convenience with Resolution 1023; and

WHEREAS, the owners of the Merritt Mill Condominiums and Townhouses are installing storm water, water, and sewer mains in the public right of way of Tilghman and Merritt Mill Roads, which will require a temporary road closure of approximately eighty days; and

WHEREAS, Tilghman Road, a city street, will require a temporary road closure of approximately thirty days; and

WHEREAS, Merritt Mill, a county road connected to Tilghman Road, will require a temporary road closure of an additional approximately fifty days, which will impact the traffic flow on the City-owned portion of Tilghman Road; and

WHEREAS, the City Council rules established in accordance with Resolution 1023 require a City Council resolution authorizing temporary road closures in excess of 31 days.

NOW, THEREFORE, BE IT RESOLVED that the Salisbury City Council approves the temporary road closure of Tilghman Road for a period not to exceed thirty calendar days in accordance with a traffic control plan submitted by the Merritt Mill Development owners and approved by the Department of Public Works in accordance with the standards of the Manual of Uniform Traffic Control Devices (MUTCD).

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on \_\_\_\_ day of \_\_\_\_\_, 2005 and is to become effective immediately upon adoption.

ATTEST:

\_\_\_\_\_  
Brenda J. Colegrove  
CITY CLERK

\_\_\_\_\_  
Michael P. Dunn  
PRESIDENT, City Council

\_\_\_\_\_  
Barrie P. Tilghman  
MAYOR, City of Salisbury