

# HANOVER PARK POLICE DEPARTMENT

## HANOVER PARK, ILLINOIS



DIRECTIVE: 363-T

REFERENCE STANDARDS: 61.1.1

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SUBJECT: Selective Traffic Enforcement and Traffic Engineering

POLICY: The Department recognizes its unique opportunity to contribute to improving the traffic system in the community. To this end, the Department will continue to work in concert with the appropriate authorities to improve the design of the Village streets and highways.

PURPOSE: To direct Police activity to pre-selected times, places, and toward types of traffic violations that are determined, through analysis of the traffic accident experience, to be accident causing, to reduce accidents and increase the level of voluntary compliance.

### I. ADMINISTRATIVE GUIDELINES

- A. Department functions related to traffic engineering include, but are not necessarily limited to:
  - 1. Investigate and refer citizen reports of actual or potential traffic engineering problems.
  - 2. Prepare studies, and analyze, high traffic accident locations.
  - 3. Make recommendations based on study findings to appropriate authorities.
  - 4. Information resource for the Village Development Review Committee.
- B. Maintenance of a computerized traffic accident file that will be able to provide selected information, including location and severity of traffic accidents, for a period of three years.

### II. RESPONSIBILITIES

- A. The Chief of Police is responsible for the Departments' traffic engineering responsibilities. The following items are included in this responsibility:
  - 1. Working with the Development Review Committee.
  - 2. Attending staff meetings as necessary, with the engineering department representative to address:
    - a. Pertinent problems that have arisen or may rise in the system.
    - b. Possible remedies/recommendations for problems that can be handled locally.
    - c. Working in concert with those organizations and traffic engineering authorities as may be appropriate to assure the best practical roadway system for the Village.

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#### POLICE OPERATIONS MANUAL

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Rev: 10/01/2020

#### VILLAGE OF HANOVER PARK

Rescinds: 063-P & 066-P  
Auth:

- B. The Deputy Chief of Operations or his designee is responsible for the coordination of the Department's traffic engineering efforts.
  - 1. General responsibilities include:
    - a. Collecting and compiling traffic related data.
    - b. Analyzing traffic accident and enforcement data;
    - c. Making recommendations to appropriate authorities concerning problems discovered; and
    - d. Causing Department personnel to be assigned to conduct studies at high traffic accident locations;
    - e. Forwarding reports of findings and recommendations to appropriate authorities; and
    - f. Referring, after verification, citizen reports of actual or potential traffic problems to the engineering department.
- C. Officers responsibilities include:
  - 1. Investigating assigned reports of traffic engineering problems.
  - 2. Investigating reports received through citizen complaint.
  - 3. Forwarding copies of reports and findings to the Deputy Chief of Support Services.

### III. TRAFFIC CRASH AND ENFORCEMENT REVIEW AND COMPARISON

- A. Traffic crash review, enforcement review, and crash/enforcement comparison will be the function of the SEP Unit who will plan and coordinate selective enforcement activities.
- B. Periodic compilation and review of traffic crash data will be conducted based on geographic, temporal, and causative factors (61.1.1a).
- C. Periodic compilation and review of traffic enforcement data will be conducted based on geographic, temporal, and violation factors (61.1.1b).
- D. A comparison between traffic crash data and traffic enforcement data will be conducted periodically to determine if an acceptable amount of enforcement activities have been conducted in areas, at times, and for violations that have been identified in the crash review. The prior twelve months of data should be reviewed annually, however this can be reasonably adjusted based on availability of data and staffing (61.1.1c).

### IV. ENFORCEMENT PROCEDURES (61.1.1d)

- A. Techniques and procedures used for traffic enforcement should be consistent with the nature of the violation and its potential for interfering with the free and safe flow of traffic. Some degree of enforcement activities should be planned to reduce traffic crashes using the reviews and comparison in Section IV. This may involve one or more of the following types of traffic patrol:
  - 1. Area patrol utilizing moving radar and other techniques

2. Stationary patrol
    - a. Visible
    - b. Concealed
- B. Officers will utilize counter measures which would be effective for the specific enforcement problem, such as:
  1. Marked vehicles
  2. Semi-marked vehicles
  3. Unmarked vehicles
  4. Radar
  5. Stationary traffic enforcement vehicle (S.T.E.V.)
  6. Specialized Placard Signs
  7. Speed Measuring Devices
- C. Officers will be assigned to a selective traffic function based upon the assessment conducted. Documentation of enforcement activity will be recorded on the Directed Patrol form (Appendix A) or other suitable report.

V. DEPLOYMENT (61.1.1e)

- A. The Patrol Lieutenants will utilize traffic review and comparison reports to direct deployment of personnel to those areas having the largest concentration of accidents and calls for service at the times experience indicates they will occur.
- B. Deployment of personnel can also consider known traffic and accident volume, violation experience, and citizen complaints, covering the most recent twelve-month period, which may be adjusted based on available data and staffing.

VI. ANNUAL REVIEW (61.1.1f)

- A. The SEP Unit is responsible for a documented annual review of the selective traffic enforcement program. It will include, at a minimum, a comparison of work required against work accomplished and data to support directed efforts.
- B. The annual review will be directed through the chain of command to the Chief of Police.