



WalkBoston

# reporting form

Dear \* \_\_\_\_\_ [@ the Department of Public Works/Transportation]

I'm a resident of the \_\_\_\_\_ neighborhood and think it's very important that streets and sidewalks are safe and pleasant places to walk. Recently I walked the area, noting the following problem conditions in need of attention from your department as soon as possible. Attached are sketches/photos, labeled with location and date illustrating exactly what and where the problems are. I've kept a copy of this form and will follow up in 2 weeks. Thank you for your help.

my name \_\_\_\_\_ date \_\_\_\_\_

phone \_\_\_\_\_ email \_\_\_\_\_

## Intersections/crossings

- A** crosswalks are faded
- B** no curb ramps
- C** curb ramps not lined up with crosswalks
- D** street light needed
- E** stop sign needed
- F** combine signs and reduce poles

Specific/exact location: \_\_\_\_\_ letters of existing problems: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Sidewalks

- G** too narrow
- H** blocked regularly by cars / signboards / other
- I** uneven / sloped
- J** cracked pavement
- K** uneven / missing bricks
- L** lighting needed
- M** planters / plants needed
- N** tree / bush trimming needed
- O** drainage problems
- P** trash / litter

Specific/exact location: \_\_\_\_\_ letters of existing problems: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Signalization

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**Q** WALK light needed

**R** WALK light too short

**S** WALK lights not concurrent with green light

**T** over 30-second wait for a WALK

**U** I must push a button

Specific/exact location:

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letters of existing problems:

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comments:

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## Your sketches

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**\* DIRECTIONS:**

- Call City Hall to find out the name of the person who takes care of sidewalks, intersections and lights.
- Use with the “A More Walkable Community” brochure from WalkBoston which covers good practices and how to advocate to get things done.