

## **SECTION 19: TRAFFIC CALMING**

### **Section 19.8: Traffic Calming Policy – Existing Developments**

To begin the process, a group of citizens representing ten (10) or more separate households from a given traffic neighborhood (subdivision) submits a letter to the City Engineer expressing their interest in improving traffic conditions in their neighborhood. The petitioner's letter should describe, as completely as possible, the location and details of the types of traffic problems perceived. This letter must also be sent to the Councilperson representing the ward in which this subdivision/traffic neighborhood is located.

#### **Section 19.8(A): Initial Meeting with Residents**

Upon receiving the request by the ten (10) residents, staff will verify the names and addresses on the petitioners. Once verified, City Staff will schedule and attend an open house meeting to discuss the Traffic Calming (TC) Process with the residents in the area. Emphasis will be placed on discussing the exact issues the residents are facing, setting expectations for the TC process and what the residents will go through for each step, explaining the data collection efforts undertaken by City Staff, etc. City Council members of the Ward in question will be invited to attend the meeting.

#### **Section 19.8(B): Staff Evaluation, Preliminary Data Collection and Analysis**

After the initial Open House meeting with the residents, Staff will perform preliminary data collection and analysis (speed study) to determine the speeds and volumes of motorists on the roadway of concern.

#### **Section 19.8(C): Eligibility**

At a minimum, the speed study will need to demonstrate that the average speed is greater than 25 mph or the traffic volume must exceed 600 ADT (average daily traffic) for the roadway of concern. If one of these minimum criteria is not met, the roadway will not qualify for traffic calming.

Traffic calming devices other than the dynamic message speed indicator signs should not be used on collector streets and shall not be used on arterial streets

#### **Section 19.8(D) Education**

If roadway does qualify per section 19.8 (B) the first step will be to educate motorist for a period of time and re-evaluate to determine if further intervention measures are needed.

Examples of education techniques are: Dynamic message boards, indicators, signage, speed trailers, etc.

### **Section 19.8(E) Enforcement**

If education step is not successful, then enforcement intervention will be requested of the Police Department along with continued education techniques.

### **Section 19.8(F) Ranking System**

If the desired results have not been achieved by education and enforcement, the next step will be to rank the project using the below criteria that has been established:

### **Section 19.8(G): Eligibility Criteria for Traffic Calming**

The following criteria are used to produce a numerical score for each traffic calming request.

**Crashes**– The last 3 full years of available crash data for the section of street for which traffic calming is being requested will be examined. 10 points will be awarded for each crash that is susceptible to correction by traffic calming devices. (30 points maximum)

**Speed Violation Rate** – Percentage of vehicles traveling over the speed limit on the subject street. One point is awarded for each percentage point of vehicles traveling over the speed limit. (30 points maximum) **Traffic Volume** – Average Daily Traffic (ADT) on the busiest section of the subject street divided by 300 (10 points maximum)

**Increase in Traffic Volume** – The current ADT will be compared to the ADT from previous ADT data. The intent is to measure increases in traffic volumes related to factors outside the neighborhood, not increases in traffic volumes due to the development of the subdivision in which the subject street is located. If the difference between the current traffic volumes and the previous traffic volumes indicate an increase in ADT, then 1 point will be assigned for every 20 ADT increase. If the current traffic volumes have decreased, a score of 0 is assigned. If there is no previous ADT data, then a score of 5 is given. (20 points maximum)

**Schools** – Ten points for each private or public elementary school on the subject street or within project area.

**Other Pedestrian areas** – Five points for each individual pedestrian oriented facility, such as a park, on the subject street.

**Driveway Density** – Density is expressed in terms of the number of driveways per mile. Driveways are defined as private accesses to the public roadway, serving up to 8 lots. Public roads and private roads are not considered driveways. One point per 10 driveways per mile rate. For example, a density of 50 driveways per mile would receive a score of 5 points. (10 points maximum)

**Other** – Five points will be awarded for the absence of sidewalks and 5 points will be awarded for the absence of street lights. Also, five points if street is utilized by high school age kids, driving to and from school which makes for a noticeable increase in traffic during times before and after school by inexperienced drivers.

**Alleys** – Deduct 5 points for alleys due to low traffic volumes and low speeds.

A score of greater than fifty-five (55) points is required for the location to be eligible for physical traffic calming. The scores will be used to prioritize traffic calming requests. Those that rank the highest will be acted upon first as funds are available.

### **Section 19.8(H) Neighborhood Meeting/Information Gathering**

Based on the ranking and if the traffic study shows that traffic calming measures can be implemented safely, a mail-back survey of all affected residential dwelling units will then be conducted by the City. A proposal for traffic calming must be supported by 51% of the residential dwelling units responding to the questionnaire in order to be considered for implementation. A 50% minimum number of responses to the mail back survey are required. A low response rate will be considered by the City Council as a no action.

The boundaries for houses allowed to vote on the proposed traffic calming proposal will be limited to houses which are within the same subdivision and which have driveways that are located less than 300' from the roadway in question.

### **Section 19.8(I): Preliminary Design**

For local street projects where there is generally an agreement regarding the problems and strategies, staff will prepare a preliminary design.

Preliminary design will include not only the street in question, but also the surrounding area and how it may be affected by the implementation of traffic calming measures. During this phase, potential traffic calming measures and locations will be identified as well as construction cost estimates. Input will be sought from emergency services with regards to the proposed preliminary design.

### **Section 19.8(J): Presentation of Preliminary Design to Neighborhood**

The Engineering Division of the Public Works Department staff will schedule and attend a neighborhood meeting to report the results of the design process and attempt to reach a consensus from the neighborhood regarding any proposed actions.

A representative from the Fire Department and the Police Department, if available, will present effects that traffic calming measures will have on emergency response time.

### **Section 19.8(K): Neighborhood Approval of the Design**

Once the final design of the traffic calming improvements is determined, the neighborhood in which the traffic calming device is to be placed is asked to vote on whether they approve of the proposed traffic calming proposal. A 65% vote in favor of final design for all ballots issued to the property owners is needed to continue to next phase.

The boundaries for houses allowed to vote on the proposed traffic calming proposal will be limited to houses which are within the same subdivision and which have driveways that are located less than 300' from the roadway in question.

### **Section 19.8(L): City Approval of the Design**

For all traffic calming proposals, the City Council, must approve the proposed traffic calming measures with input from the City Administrator, Police Chief, Fire Chief, Planning and Development Director and City Engineer.

### **Section 19.8(M): Project Scheduling**

Project Scheduling will depend on budget and available resources. The project's cost estimate will be presented to the City Council for funding.

When funds are approved by City Council and available, final design will be completed, the project will be advertised and constructed.

### **Section 19.8(N): City Staff Effectiveness of the Traffic Calming Device**

No earlier than 6 months and within 18 months of implementation, City staff will conduct traffic studies on the project to determine the effects that the traffic calming has on the traffic. The before and after studies should be performed at the same time of year with similar weather conditions to ascertain the effects of the traffic calming devices and should consider school days as a factor. Traffic volumes and speed data will be recorded for comparison. Staff will report the results to the City Administrator. A memo summarizing the results of the study will be sent to the residents in the area to demonstrate the results of the TC measures

### **Section 19.8(O): Removal**

Two years or greater from the date of implementation, citizens in the study area may submit a petition to have the traffic calming devices removed. Once the petition has been verified, the neighborhood in which the traffic calming device is placed is asked to vote on whether they approve of the proposed traffic calming removal. A 65% vote in favor supporting removal for all ballots issued to the property owners (each having one vote) is required. . The devices cannot be considered for removal until after studies have been completed. Generally, traffic calming devices shall not be requested in an area where traffic calming devices were removed for a period of at least two (2) years from date of removal, unless otherwise directed by the City Administrator or City Council.

The boundaries for houses allowed to vote on the proposed traffic calming proposal will be limited to houses which are within the same subdivision and which have driveways that are located less than 300' from the roadway in question.

### **Section 19.8(P): Failure of the TC Measure**

If the proposed TC measure fails at any point in the process as outlined above, the roadway in question will not be eligible for re-evaluation for Traffic Calming for a period of one (1) year.

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