

## **TRAFFIC CALMING PROGRAM POLICY**

### **Citizen Action Request**

The citizen requesting action or expressing a concern will be asked to complete a Citizen Action Request Form. When completing the form, descriptive items are helpful such as: time of day, type of vehicles, specific location, concern for pedestrians and cyclists, concern for parked vehicles, vehicles entering the roadway or motorists losing control of their vehicles, etc.

### **First Response Level**

City staff will prepare an initial response acknowledging receipt of the request and identifying the immediate action that will be taken. The immediate action may include researching the issue, a field trip to the site, or referral to another entity. The requestor should also be informed if the problem has been previously reviewed and any actions taken.

### **Second Response Level**

City staff will investigate the request, looking into any data on hand to support the area of concern such as previously conducted speed studies and historical collision database searches. City staff will make a field visit to the site or virtual investigation using mapping software to observe existing geometric and physical conditions. Observations will be made of existing signage and striping. Observations will be made of any in-place speed control devices on this or any connected, neighboring streets that could be causing traffic diversion.

If one or more of the following exists then action will be deferred:

- The street is an arterial. Based on limited resources and the need for more extensive speed control measures on arterials due to higher volumes, the City has focused its efforts on residential streets for this program. City staff will inform the Police Chief of the concern and ask for some additional traffic enforcement. City staff will record the request and continue to monitor the situation. Concerns on arterials may be factored into future Capital Improvement Plan (CIP) budgets and identification of projects.
- Historical speed data records less than three years old show speeds that do not meet the criteria, described below, for concern and/or the street has had less than three complaints about speeds from different households in the past three years. This may be an isolated occurrence or precursor to a continuing problem and City staff will record the request and continue to monitor. The street may be scheduled for future speed data collection if resources are available and existing data is outdated or unavailable.
- Historical volume records less than three years old show volumes less than 300 or greater than 3000 vehicles per day. Streets with less than 300 vehicles are more effectively addressed through education and enforcement due to very low volumes. Streets with more than 3000 vehicles should be considered as arterials.

- The street is a local access street less than 600 feet long with a cul-de-sac. City staff will verify that the appropriate traffic control signage exists at the nearest intersection. This signage, combined with the short length of the street, should mitigate the problem. However, City staff will record the request and continue to monitor.
- The request appears to be an issue between two individuals. City staff will refer the matter to the Police Chief and continue to monitor.

### **Excessive Speed Criteria**

The 85<sup>th</sup> percentile speed is an accepted engineering practice which evaluates streets based on the speed that 85 percent of all vehicles were measured at or below. This speed is above the average speed of all vehicles, and encompasses a majority of all drivers on a roadway.

If the 85<sup>th</sup> percentile speed is 5 miles per hour or less above the posted speed limit, no action is required. This is considered to be within the limits of human and instrument error and indicates that drivers are following the posted speed limits.

If the 85<sup>th</sup> percentile speed is between 5 and 10 miles per hour over the posted speed limit, education and enforcement measures, such as a neighborhood watch program using radar devices available at City Hall for citizens to check out, would be warranted. Neighbors would be encouraged to visit each other and express concern for problem; newsletters could also be sent out regarding the problem. The Police would be notified of the concern in the area and perform additional enforcement when resources allow.

If the 85<sup>th</sup> percentile speed is 10 miles per hour or more over the posted speed limit, speeds are considered excessive. City staff will request traffic enforcement from the Police Chief. City staff will also analyze the available traffic calming tools, including physical devices, revisions to striping and signage, and operational revisions, to address the concern.

If one of the following exists, then the City would proceed to the third response level:

- Historical automated traffic counter data less than three years old shows 85<sup>th</sup> percentile speeds that exceed 10 miles per hour over the posted limit.
  - Streets with high volumes of pedestrians and cyclists, on Safe Routes to School, or with a higher population of other vulnerable non-motorized users will be considered for the third response level with 85<sup>th</sup> percentile speeds between 5 and 10 miles per hour over the posted limit.
- There have been more than three requests for action from different households in the past three years
- The Police Chief requests action to be taken after additional enforcement
- Three or more reported traffic collisions in the past three years.

### **Third Response Level**

At the third response level, the City will consider physical revisions to the roadway, including in-road physical devices, striping and signing, and operational revisions in an effort to reduce speeds. Examples of devices that could be installed include:

- Traffic humps, cushions and raised crosswalks: mounded pavement material that spans the roadway, approximately 4 to 6 inches above the existing surface, forces slow-downs and can provide an improved pedestrian crossing. These devices have a significant impact on emergency service response times, and can cause increased noise to neighboring properties.
- Curb extensions: construction of landscaped appendages on the side of the street narrowing the street width to one or two lanes, both at intersections and mid-block. These devices reduce crossing width for pedestrians.
- Traffic circles: a small circular island placed in the center of a street intersection forcing traffic to make a slow turn around it. These devices can have a significant impact on emergency service and delivery vehicles.
- Chicane: a narrowing and twisting of the roadway for several hundred feet using curbs and landscaping within the existing right-of-way. These devices can have a significant impact on emergency service and delivery vehicles.

The City will consider the presence of Safe Routes to School routes, designated or highly used cyclist routes, the characteristics of the concern and the characteristics of the neighborhood when analyzing streets for traffic calming devices or other physical changes. Engineering analysis of potential changes will consider:

- The likely impact of the change to address the concern
- Impacts to emergency services
- Impacts to neighboring streets that may see diversion
- Impacts to transit service

Changes will be made in a context-sensitive manner and will seek neighborhood consensus prior to installation of changes. Any in-road physical device will require a neighborhood petition with 60% approval of residents within ½ mile of the device, and 75% approval of residents immediately adjacent to the device.

The City will pursue temporary changes whenever possible, and will evaluate all changes after a minimum of 90 days for effectively addressing the concern. Temporary changes that are effective may be changed to permanent installations if warranted after the minimum 90 day period.

*Updated: July 31, 2015*

# City of Kenmore

## Traffic Calming Policy Flowchart

