

CITY OF PRESCOTT

**TRAFFIC CALMING
POLICY & PROCEDURES**

**ADOPTED BY
PRESCOTT CITY COUNCIL**

(September 2019)

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1. INTRODUCTION

CONTACT INFORMATION

For additional information regarding this policy or any traffic calming related question please contact Transportation Services at traffic@prescott-az.gov or (928)777-1130.

PURPOSE

The purposes of this document are to promulgate policy of the City Council regarding the deployment of traffic calming measures on those streets for which the City of Prescott has operational jurisdiction, and set forth uniform application and processing procedures.

TRAFFIC CALMING DEFINITION

“Traffic Calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users.” (Source: Institute of Transportation Engineers).

STATEMENT OF CITY COUNCIL POLICY ON TRAFFIC CALMING

It is the policy of the City Council to preserve and enhance, where practicable, mobility within the community for all modes of transportation, while achieving an appropriate balance among traffic circulation, traffic safety, public safety response, and quality of life, particularly within residential areas, through measures deployed to affect travel routes, traffic volumes, and speeds. In the event of substantial conflict between public safety response and such measures, observed or projected, preserving public safety response shall be given priority.

PROGRAM GOALS AND OBJECTIVES

Traffic calming goals of the City of Prescott include:

- creating safer streets for the benefit of affected residents, pedestrians and bicyclists.
- reducing the adverse effects of cut through motor vehicle traffic on residents
- encouraging motorists to use the arterial and collector roadway network as the primary through routes, reserving residential and other local streets for use by local residents and businesses

- preserving the quality of life

Traffic calming policy objectives include:

- maintaining response times for emergency vehicles
- reducing the 85th percentile speeds on local residential streets to within 7 MPH of the posted speed limit ,
- rerouting non-local traffic to achieve volumes which have no more than 20% cut through volume,
- reducing demand for traffic enforcement by the Police Department,
- improving safety and the perception of safety for pedestrians and bicyclists who use City streets.

PUBLIC SAFETY

The Police and Fire Departments of the City have determined that, due to Prescott's unique street network, varied and often difficult terrain, capacity and connectivity shortcomings of arterial and collector streets, and narrow street widths in various areas, emergency response time requirements must be given priority in considering the design and deployment of traffic calming measures.

FUNDING

Funding for traffic calming will, in general, be identified as appropriations for specific projects within the annual operating and capital improvement budgets of the Public Works Department. Funding for implementing undesignated projects, following final approval to proceed, will be on a first-come-first-served basis with respect to budget availability.

IMPLEMENTATION RESPONSIBILITIES

The Public Works Department, with the assistance of the Pedestrian, Bicycle, and Traffic Advisory Committee (PB-TAC), an advisory committee to the City Council on traffic matters, shall be responsible for making recommendations to City Council in accordance with this policy.

2. FUNCTIONAL STREET CLASSIFICATION LIST

ADOPTION

As a part of this Policy the City Council acknowledges and approves the Functional Street Classification List (2019) for the city street system appended hereto and made a part hereof as Exhibit I. This list, which may be amended from time to time by PBTAC, and forwarded to Council for adoption shall be consulted in determining the type of calming device, if any, which may be considered for use on a particular street for which a request has been made. Processing of a request for traffic calming pertaining to a street which is not indicated as a collector on the Functional Street Classification List, but has attributes of a collector, will necessitate evaluation and determination of the functional classification by PBTAC.

3. TRAFFIC CALMING “TOOLBOX”

TRAFFIC CALMING DEVICES AND APPLICATION WITHIN THE CITY

<u>Calming Device</u>	<u>Device Description</u>
Center Island Narrowing	<p>Raised islands along the centerline of a street which narrow the travel lanes at that location.</p> <p><u>Use:</u> On local, minor collector, or major collector streets.</p>
Chicane	<p>A series of narrowing's or curb extensions that alternate from one side of the street to the other forming S-shaped curves.</p> <p><u>Use:</u> On local, minor collector, or major collector streets.</p>
Choker	<p>Curb extensions at mid-block or intersection corners that narrow a street by extending the sidewalk or widening the planting strip.</p> <p><u>Use:</u> On local or minor collector streets</p>
Closure	<p>Full, or partial closures, and typically applied only after other measures have failed or been determined inappropriate.</p> <p><u>Use:</u> Only on local streets after other measures have been determined to be ineffective.</p>
Speed Hump	<p>Rounded raised areas of pavement typically 12 to 14 feet in length; normally installed in a series.</p> <p><u>Use:</u> Only on local streets.</p>
Speed Cushion	<p>A variation on the speed hump, adding two wheel cut-outs designed to allow large vehicles, such as emergency vehicles and buses, to pass with minimal slowing. The design limits passenger cars and mid-size SUVs from fully passing through the cutouts, but allows one set of wheels to pass through the cut-out while the other set is required to travel over the cushion. Typically 12 to 14 in length, normally installed in a series.</p> <p><u>Use:</u> On local or minor collector streets.</p>
Speed Table	<p>Long raised humps with a flat section in the middle, and ramps on the ends; sometimes constructed with brick or other textured materials on the flat section.</p> <p><u>Use:</u> Only on local streets.</p>
Raised	<p>Flat raised areas covering entire intersections, with ramps on</p>

Intersections all approaches, and often with brick or other textured material on the flat section and ramps.
Use: Only on local streets.

Traffic Circle Sometimes called neighborhood circles; raised circular islands usually placed at local street intersections around which traffic must navigate.
Use: Local street intersections.

Turn Restrictions Restrictions mainly through signing and striping by which specific turn movements are prohibited.
Use: On local, minor collector, or major collector streets.

Limited use of other types of traffic calming devices may be approved in the case of exceptional circumstances, following evaluation of measures on the preceding list and a conclusion that such measures would be ineffective or objectionable.

4. TRAFFIC CALMING CRITERIA/PETITION REQUIREMENTS

This section describes those conditions which must be met in order to ensure that traffic calming is implemented only on streets where it is appropriate, that have traffic conditions which warrant mitigation, and are supported by the majority of local residents in the affected area.

GENERAL INSTALLATION CRITERIA

All streets being considered for traffic calming installations shall meet these general qualifications prior to determining if they meet the petition, speed and volume criteria.

- The street must not be designated as an emergency response route*, bus route or truck route or identified as an arterial roadway on the most recent addition of the adopted Functional Street Classification List.
- Streets which may benefit from the use of non-vertical measures, such as speed cushions, bulb outs, diverters, etc., that do not reduce response times substantially will be considered.
- The proposed traffic calming measure shall only be considered on the appropriate corresponding street classification as listed in the "Traffic Calming Toolbox" contained in this document.
- Roadways classified as minor collector or major collector must have 75% residential zoning or land use for traffic calming consideration unless the City determines that special conditions exist which may benefit from installations on roadways zoned primarily non-residential due to the proximity to arterials and connector streets, location, or surrounding land uses which encourage cut through or speeding conditions
- An appropriate street location for the device(s) shall be available. Appropriate distance from driveways, manholes, drain inlets, water valves, street monuments, fire hydrants and other appurtenances shall be considered.
- Devices shall be installed only where a minimum safe stopping sight distance can be provided.
- Installation must not result in traffic diversions to other neighborhood streets which would trigger traffic calming measures on those streets.

PETITION REQUIREMENTS

Any traffic calming measure initiated by a resident must receive area-wide support, as demonstrated by submittal of petitions showing that at least 75 percent of the residents and/or businesses affected favor implementation. In addition, 100 percent of the properties directly fronting or adjacent to the traffic calming measure to be constructed in a street must be in favor of the traffic calming measure. Only one signature per household or business will be counted to determine the 75 percent approval. The Department will provide standard petition forms and any related exhibits to be attached to the petition, and will provide the boundary of the area for which the petition is to be circulated. When necessary the petition area boundary must include streets to which traffic may be diverted due to implementation of a traffic calming measure on another street. Persons circulating petitions must attempt to contact all affected residents or business owners. Completed petitions must show signatures from at least 90 percent of the households or businesses in the petition area (including both persons in favor of and persons opposed to the proposed traffic calming measure).

SPEED CONTROL CRITERIA

Traffic calming measures designed to reduce speeds include: speed humps, traffic circles, chokers, raised intersections, etc. In addition to the general requirements stated for all traffic calming measures, the following criteria must be met to consider the installation of measures intended to slow traffic speeds.

- The 85th percentile speed on a residential street must be greater than 7 miles per hour over the posted speed limit

The 85th percentile speed is the speed at which 15 percent of the vehicles on the roadway exceed. This speed is important because it is used to determine speed limits, which must be set at reasonable levels to achieve compliance.

TRAFFIC DIVERSION CRITERIA

Traffic calming measures designed to create diversions include: turn restrictions, diverters, median islands, etc. In addition to the general criteria stated for all traffic calming measures, the following criteria must be met to consider the installation of measures intended to divert traffic.

- The Average Daily Traffic (ADT) volume on the street must exceed, 700 trips per day. Since traffic counts can fluctuate by ten percent or more on any given day, any study that results in a volume range between 630 to 700 trips per day may justify additional traffic analysis.
- At least 25% of the daily traffic on a residential street must be “cut through”.

- Special consideration may be given to streets that do not meet the 700 trips per day criteria but have 100 trips or more during the peak hour, with at least 40% of those “cut-through”.

SPECIAL INSTALLATION CRITERIA

In areas determined by the City (staff, PBTAC, City leadership) to be susceptible to cut through or speeding conditions by their proximity to arterials and connector streets, location, or surrounding land uses, the City may allow for physical measures to mitigate these impacts apart from the thresholds and petition process called for on other streets.

5. TRAFFIC CALMING REQUEST PROCEDURE

REQUEST

Any person requesting installation of traffic calming measures on the street where they reside or operate a business and own real property may submit a written request to the Public Works Department (hereinafter, the "Department").

REVIEW FOR CONSISTENCY WITH POLICY; INITIAL PBTAC DISCUSSION

The Department shall receive the request, log in, and review it for consistency with this Policy. In the event the request is not consistent, the requester shall be so notified, and no further action shall be taken.

Requests determined to be consistent with this Policy will be placed on a future agenda of the PBTAC for a brief discussion of what type(s) of device(s) may be appropriate, a review of the traffic conditions and the petition requirements.

CONCEPTUAL TRAFFIC CALMING PLAN

Following the initial PBTAC meeting, the Department shall prepare a technical report for PBTAC consideration to include a preliminary traffic calming plan. Prior to further PBTAC discussion, the Department shall route the report to the Police, Fire, and Field Operations Departments for their review and comment.

REVIEW OF TECHNICAL REPORT; NOTIFICATION OF AREA RESIDENTS

At a second meeting the PBTAC will review the report, and comments of the Police and Fire Departments, decide whether the calming request should proceed further, and if so, discuss the conceptual plan, determine the affective geographical area, and request that the Department notify residents of that area of the request. The means of notification will be determined on a case by case basis, and may include letters to property owners, and/or a public meeting.

PUBLIC MEETING AND ACTION BY PBTAC

All requests for traffic calming measures shall have a public meeting with notification of all owners in the affected area in writing by the Department, and general public notification through Public Service Announcements (PSA's), and local sign notifications.

The PBTAC shall take final action on the request following the public meeting by either adopting an action plan for consideration by City Council, or determining that no measures should be implemented.

CITY COUNCIL REVIEW

The City Council shall be notified at a regularly scheduled Council Meeting in all cases where the PBTAC approves an action plan contemplating installation of physical traffic calming devices

FUNDING AND INSTALLATION

Installation of traffic calming devices is subject to the availability of funding within the current approved fiscal year budget, and work backlog of the Department. Traffic calming devices approved but unable to be funded in the current fiscal year will be requested as a new project in the next fiscal year.

6. EVALUATION/MODIFICATION/REMOVAL

EVALUATION

No more than one year after installation of a traffic calming device(s), the Department shall prepare a report evaluating the safety, effectiveness, and overall neighborhood impacts of the project. The report shall be provided to the PBTAC for discussion, and to the City Council with a summary of the PBTAC discussion as an endorsement.

MODIFICATION

Should, in the determination of the Department, a potentially hazardous condition be created by any traffic calming project, immediate action to abate such situation may be taken, to include modification or removal of the device(s). Notice will be sent to affected property owners when reasonable, considering the circumstances.

REMOVAL

Property owners within the previously determined affected geographical area may, upon submission of a petition signed by 75% of such owners, request removal of traffic calming devices. Only one signature per affected property shall be counted.

In the event a valid petition is received, the Department, in consultation with PBTAC, shall determine what action should be taken on the petition and notify the City Council in writing of any such action planned to be taken. In a manner similar to that for installation, the City Council may opt to either consider and take action on the proposed removal, or not review the request, in which case the action planned to be taken by the Department may proceed.