

January 30, 2007

## Policy for Use of Traffic Calming on City Streets



City of Fairfax, Virginia

### I. STATEMENT OF PURPOSE

- a. This policy provides a procedure to consider, evaluate and implement requests for traffic calming measures on residential streets.

### II. DEFINITIONS

- a. Arterial Street - a divided roadway with a minimum of four lanes with or without service roads, principally serving through traffic movements and having partial control of access with possible grade separations at major intersections.
- b. Collector Street - any two or four lane street which links an arterial street with another collector street or a local street.
- c. Local Street - any two lane street with a primary purpose of providing direct access to abutting residential properties
- d. Residential Cut-through Traffic - traffic which uses local or collector streets to travel through a residential neighborhood without having an origin or destination within the neighborhood.
- e. Speed Study - a study using radar equipment to measure, collect and statistically analyze the speeds of one hundred (100) or more vehicles.
- f. Traffic Calming Device - an element of a traffic calming plan selected from among those devices authorized herein for use within the city.
- g. Traffic Calming Study - an appraisal of traffic conditions and the development of a plan for implementing one or more traffic calming devices in a residential neighborhood.
- h. Traffic Count - a manual or automated count of the number of vehicles traversing a particular street in a given time period.

### III. INITIATION OF TRAFFIC CALMING STUDY

- a. Petition - a study shall be implemented upon receipt by the city manager of a petition signed by at least one member of sixty-six percent (66%) of the households facing on the block(s) of the street on which the Traffic Calming Study is requested and fifty percent (50%) of the households on streets which intersect with the street on which the Traffic Calming Study is requested. A block shall consist of every developed property having access on the street to be studied between successive intersecting streets. In calculating the percentages of households, only one signature per household will be considered. The City's adopted petition form, as supplied by the City Manager's office or available on the City web site, shall be used to submit a petition. Failure to follow the instructions provided with the petition form may delay the initiation of a study.
- b. City Council Recommendation - a Traffic Calming Study may be initiated at the direction of the City Council.

#### IV. PHASES OF TRAFFIC CALMING STUDY

- a. Initial Public Meeting - a Traffic Calming Study shall be initiated within thirty (30) days of receipt of a valid petition. The Traffic Calming Study will begin with an open meeting to which all potentially affected residents are invited. An overview of what traffic calming is, what it is intended to do and what factors are considered in selecting traffic calming devices and their location(s) will be provided, as well as an opportunity for residents to provide comments.
- b. Data Collection Phase - the following data and information shall be collected by city staff:
  - i. Street classification.
  - ii. Traffic volumes (average weekday for each street).
  - iii. Traffic speeds (average weekday for each street).
  - iv. Posted Speed Limits (for each street).
  - v. Physical data (for each street including the number of lanes, width, grade and alignment).
  - vi. Accident data reports (for each street being studied).
  - vii. Community facilities and schools.
  - viii. Emergency vehicle and snow emergency routes.
  - ix. CUE or other bus routes.
  - x. Through truck routes.
  - xi. Alternate routes that traffic may take if Traffic Calming Devices are installed.
- c. Plan Development Phase - a balanced neighborhood task force shall be established by the city manager to work with the city staff in developing a plan.

- d. Public Meeting To Review Task Force Proposed Plan – once the task force has developed a proposed traffic calming plan, such plan shall be reviewed in an open public meeting convened by the task force. Residents and other interested citizens will be provided an opportunity to present their views at this meeting. A method shall be provided to solicit comments from those persons who are unable to attend the meeting.

## V. TRAFFIC CALMING STUDY

- a. Study Factors - the following factors shall be addressed in the traffic calming study:
  - i. Street use/classification
  - ii. Posted speed limit
  - iii. Number of lanes of traffic
  - iv. Emergency routes
  - v. Traffic composition (trucks, buses, etc.)
  - vi. Traffic volume
  - vii. Traffic speed
  - viii. Vertical and horizontal grades
  - ix. Sight distance
  - x. Community facilities
  - xi. Pedestrian/bicycle facilities
  - xii. Road drainage
  - xiii. Planned improvements
  - xiv. Potential for traffic being diverted to other streets
  - xv. Accident history
  - xvi. Extent of cut-through traffic
  - xvii. Evidence of street racing
  - xviii. Evidence of exhibition driving (i.e., unnecessary engine noise, tire squealing, skidding, fishtailing or sliding upon acceleration or stopping; causing gears to grind, soil to be thrown or engine backfire; causing a vehicle's tires to lose contact with the roadway surface; or other actions which simulate racing of motorized vehicles.)
- b. Study Content - the study shall contain an evaluation of the safety of the street(s) in question, a list of types and locations of traffic calming devices proposed to be used, evaluation criteria and, if applicable, a phasing plan

## VI. TRAFFIC CALMING PLAN APPROVAL

- a. Plan Review - the city manager shall review the traffic calming plan with the appropriate staff.
- b. Decision - the city manager shall provide a decision on whether or not to

implement or modify the traffic calming plan.

- c. Funding – the city manager shall determine how to fund the plan either by providing funds out of the approved budget or, if necessary, forwarding a recommendation to the City Council for a supplemental appropriation.

## VII. APPEAL PROCEDURE

- a. Appeal to City Council - the decision of the city manager may be appealed to the City Council within twenty-eight (28) calendar days of such decision.
- b. Petition Required - the appeal must be accompanied by a petition signed by at least one member of sixty-six percent (66%) of the households facing on the block of the street on which the traffic calming plan is proposed and fifty percent (50%) of the households on streets which intersect with the street on which the traffic calming plan is proposed.

## VIII. TRAFFIC CALMING PLAN IMPLEMENTATION

- a. Design Criteria - the latest Virginia Department of Transportation (VDOT) standards shall be used, where applicable.
- b. Approved Traffic Calming Devices - the city shall develop and maintain a list and description of approved Traffic Calming Devices for use within the city. Such a list shall be an attachment to this policy and be amended from time to time as various devices are introduced or tested within the city.
- c. Scheduling - the plan shall be scheduled for project implementation by the director of public works upon approval, identification of the funding source, and, if applicable, completion of any appeal procedure.
- d. Project Completion - completion of the project shall be subject to work crew schedules, purchasing constraints and appropriate weather conditions.

## IX. PROJECT EVALUATION, MODIFICATION, REMOVAL

- a. Evaluation - the staff shall evaluate the traffic calming project from a safety standpoint within a one-year period after installation. The evaluation will include, at a minimum, a review of traffic volumes, speeds and accidents.
- b. Modification or Removal - upon a finding by the director of public works of a hazardous situation or condition created by the traffic calming project such situation or condition shall be immediately corrected through modification or removal of a Traffic Calming Device or Devices. Residents of the affected area

may, upon submission of a petition signed by at least one member of sixty-six percent (66%) of the households facing on the block of the street on which the traffic calming project is located and fifty percent (50%) of the households on streets which intersect with the street on which the traffic calming project is located, request removal or modification of a Traffic Calming Device or Devices.

X. NOTICES

- a. Notice Required - notice shall be provided of any citizen meeting, task force meeting or other public meeting where the plan will be discussed; of the city manager's decision; and when City Council considers any appeal of such decision.
- b. Sufficiency - notice shall be deemed to be sufficient if mailed or hand delivered to each affected residence.