

CITY OF BELMONT
TRAFFIC CALMING POLICY CRITERIA AND GUIDELINES

PURPOSE

To adopt a policy for the appropriate and consistent treatment of traffic calming devices on City-maintained streets.

COVERAGE

Upon adoption by the City Council, this policy shall be applicable on City-maintained streets until such a time that the policy is modified or rescinded by the City Council.

POLICY

The City shall install and maintain traffic calming devices only on streets in or serving residential neighborhoods where speeding and traffic volume have affected public safety as outlined by the qualifying criteria.

PROCEDURES

- 1. Any citizen residing on a residential municipal street may request speed calming devices by submitting the Speed Calming Request Form available on the City's website to the Public Works Department.**
- 2. Upon receipt, public works staff will evaluate whether the street meets the following criteria, if applicable:**
 - a. Street is residential,
 - b. Street has no more than two lanes,
 - c. Street speed limit is 25 MPH or less,
 - d. Horizontal radii of street curves do not exceed 300 feet,
 - e. Street grade does not exceed 8%,
 - f. Street is not a primary emergency services route as determined by the Chief of Police and Chief of Fire,
 - g. Street length is greater than 1000 feet,
- 3. Any street that does not meet the above criteria will receive no further consideration for the installation of speed calming devices. Any street that does, will be the subject of a speed study conducted by the police department where the following criteria must be met:**
 - a. Within at least a 48-hour speed study period, 15% of vehicles are recorded traveling at a speed more than 5 MPH over the posted speed limit.
 - b. Traditional law enforcement activities are not feasible in reducing speeding on the affected street as determined by the Chief of Police.
 - c. Average daily traffic volume on the street is a minimum of 250 vehicles,
- 4. Upon meeting the speed study criteria:**
 - a. The requestor or authorized representative of the affected community must provide a petition of support signed by at least seventy-five percent (75%) of the owners of lots on the street(s) on which the devices are to be installed, including any owners of cul-de-sac lots that intersect with the street(s) for which traffic calming devices are being requested.

- b. Upon verification that a petition meets the required level of support as noted in part a of this section and that the qualifying criteria as noted in sections 2 and 3 are met, the City shall develop a sketch plan indicating the type(s) and location(s) of the proposed traffic calming device(s) to be installed. The sketch plan must also be approved by the homeowners' association for the affected residential neighborhood through a resolution or letter of support. If the affected neighborhood does not have a homeowners' association, the sketch plan must be approved by a simple majority of the owners of property on the affected streets through a petition or letter endorsing the sketch plan.
- c. The development of a sketch plan shall include, but not be limited to, consideration of the following placement guidelines:
 - i. Located at least 200 feet apart,
 - ii. Located such that a stopping sight distance of 200 feet or more at 25 MPH is provided,
 - iii. Located at least 200 feet from an intersection,
 - iv. Located on or near property lines,
 - v. Placed under street lighting for greater visibility,
 - vi. Located a minimum of 10 feet from a driveway.

5. Approval of and Prioritization for Installation

- a. After all the steps in section 4 have been satisfied, the City Council shall make the final decision as to whether to approve the installation project. The City Council reserves the right, in its sole discretion, to deny any request for the installation of traffic calming devices on City-maintained streets.
- b. Should there be more than one project submitted and approved at any given time, the City Council shall approve a rating of the projects for prioritization to determine a schedule for installation. All approved projects are subject to funding availability.

6. Removal of Traffic Calming Devices

- a. The City staff shall review each traffic calming device three (3) months after installation to measure its effectiveness in calming traffic. Upon recommendation of the City staff and action by the City Council, the City may at any time remove any traffic control device when it is determined to be in the best interest of the City.
- b. Citizens may initiate a request for removal of traffic calming devices through a petition process meeting the same criteria for signatures as required for requesting installation. Upon certification that the required level of participation is met, the request shall be reviewed by City staff and a recommendation made to the City Council. The City Council shall make a final decision on removal.



Traffic Calming Request

Requestor _____

Date of Request _____

Requestor Address _____

Street(s) or Community where Traffic Calming is Requested _____

Request Type: Check all that apply

Speed Hump(s) or Bump(s)

Law Enforcement Action

Stop Sign(s)

Rumble Strips

Speed Limit Sign(s)

Speed Limit Reduction

Other: _____

Internal Use Only

Are all public works and engineering criteria met?

Yes

No

_____ Initials

Are all police criteria met?

Yes

No

_____ Initials

City Manager Review _____

Date _____