

**CITY OF PRESCOTT**

**TRAFFIC CALMING  
POLICY & PROCEDURES**

**ADOPTED BY  
PRESCOTT CITY COUNCIL**

**(November 2004)**

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## **1. INTRODUCTION**

### **CONTACT INFORMATION**

For additional information regarding this policy or any traffic calming related question please call Ian Mattingly, Traffic Engineering Technician at (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:

- preserving the quality of life
- creating safer and more attractive residential streets
- reducing adverse effects of motor vehicle traffic
- promoting pedestrian and bicycle mobility

Traffic calming policy objectives include:

- achieving reasonable motor vehicle speeds and volumes on local residential streets
- improving safety and the perception of safety for pedestrians and bicyclists who use City streets
- reducing demand for traffic enforcement by the Police Department
- maintaining response times for emergency vehicles

## **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 Transportation Coordinating Committee (TCC), an advisory committee to the City Council on traffic matters, shall be responsible for implementation of this policy.

## **2. FUNCTIONAL CLASSIFICATION MAP**

### **ADOPTION**

As a part of this Policy the City Council acknowledges and approves the Functional Classification Map (2004) for the city street system appended hereto and made a part hereof as Exhibit I. This map, which may be amended from time to time by TCC, 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 Classification Map, but has attributes of a collector, will necessitate evaluation and determination of the functional classification by TCC.

### 3. TRAFFIC CALMING “TOOLBOX”

#### TRAFFIC CALMING DEVICES AND APPLICATION WITHIN THE CITY

<b><u>Calming Device</u></b>	<b><u>Device Description</u></b>
<b>Center Island Narrowing</b>	<p>Raised islands along the centerline of a street which narrow the travel lanes at that location.</p> <p><b><u>Use:</u></b> On local, minor collector, or major collector streets.</p>
<b>Chicane</b>	<p>A series of narrowings or curb extensions that alternate from one side of the street to the other forming S-shaped curves.</p> <p><b><u>Use:</u></b> On local, minor collector, or major collector streets.</p>
<b>Choker</b>	<p>Curb extensions at mid-block or intersection corners that narrow a street by extending the sidewalk or widening the planting strip.</p> <p><b><u>Use:</u></b> On local or minor collector streets</p>
<b>Closure</b>	<p>Full, or partial closures, and typically applied only after other measures have failed or been determined inappropriate.</p> <p><b><u>Use:</u></b> Only on local streets, after other measures have been determined to be ineffective; City Council approval required.</p>
<b>Speed Hump</b>	<p>Rounded raised areas of pavement typically 12 to 14 feet in length; normally installed in a series.</p> <p><b><u>Use:</u></b> Only on local streets in exceptional situations as described hereinafter; will not be approved on primary emergency response routes.</p>
<b>Speed Table</b>	<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><b><u>Use:</u></b> Only on local streets in exceptional situations as described hereinafter; will not be approved on primary emergency response routes.</p>
<b>Raised Intersections</b>	<p>Flat raised areas covering entire intersections, with ramps on all approaches, and often with brick or other textured material on the flat section and ramps.</p> <p><b><u>Use:</u></b> Only on local streets in exceptional situations as described hereinafter; will not be approved on primary emergency response routes.</p>

**Traffic Circle**

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

**Use:** Local street intersections.

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 REQUEST PROCEDURE**

### **REQUEST**

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

### **REVIEW FOR CONSISTENCY WITH POLICY; INITIAL TCC 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 TCC for a brief discussion of what type(s) of device(s) may be appropriate, and the scope and schedule for investigations necessary to evaluate the traffic circumstances.

### **CONCEPTUAL TRAFFIC CALMING PLAN**

The Department shall prepare a technical report for TCC consideration, to include a preliminary traffic calming plan. Prior to further TCC discussion, the Department shall route the report to the Police and Fire Departments for their review and comment.

### **REVIEW OF TECHNICAL REPORT; NOTIFICATION OF AREA RESIDENTS**

The TCC 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.

### **EXCEPTIONAL CIRCUMSTANCES**

For the purpose of this Policy, "exceptional circumstances" exist when three (3) or more of the following are met, in the determination of the Public Works and/or Fire and Police Departments, as applicable, the street is functionally classified as local, and is not a primary emergency response route:

- \* cut-through traffic comprises 60% or more of the total traffic through the site
- \* other traffic calming means would be ineffective, objectionable, or unfeasible
- \* the 85th percentile speed is more than 10 mph over the posted limit

- \* commercial trucks comprise over 10% of the daily traffic volume
- \* there are no sidewalks or other defined paths for pedestrian use

## **SPEED HUMPS**

In an exceptional situation where speed humps are being considered for deployment, for the request to proceed, the requester must provide petitions from not less than 75% of the immediate affected property owners supporting the request. The petition form and map of the affected area will be provided by the Department. The petition may be signed by only one (1) individual for each affected property. In the absence of a valid petition indicating support by not less than 75% of the affected property owners, no further action will be taken on the request.

## **PUBLIC MEETING AND ACTION BY TCC**

When, in the determination of the Department a public meeting regarding the request is necessary, it will be scheduled. All owners of properties within the affected area will be notified in writing by the Department.

The TCC shall take final action on the request by either adopting an action plan, or determining that no measures should be implemented.

## **CITY COUNCIL REVIEW**

The City Council shall be notified in writing in all cases where the TCC approves an action plan contemplating installation of physical traffic calming devices. Should any Councilmember request in writing through the City Manager that the action plan be brought to the City Council for approval, the Department shall prepare a Council agenda item for that purpose. In the event that no Councilmember makes such a request within thirty (30) days of the date of written notification by the Department, installation may proceed.

## **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.

## **5. 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 TCC for discussion, and to the City Council with a summary of the TCC 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 TCC, 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.