

# **TOWNSHIP OF UPPER ST. CLAIR TRAFFIC CALMING PROGRAM POLICY**

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## **PURPOSE AND GOALS**

The purpose and goal of this Traffic Calming Program is to preserve and improve the safety of residents within neighborhoods by reducing traffic volumes and speeds through the use of traffic calming measures. Traffic calming involves the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for pedestrians, bicyclists and other non-drivers. The steps of this Program involve: request from the neighborhood identifying a traffic calming issue, review and evaluation of the request to determine eligibility, analysis and development of potential traffic calming measures, review and agreement on appropriate measures for implementation by the Township and the neighborhood, and implementation of the selected measures by the Township.

## **STEP 1 – REQUEST/SCREENING**

This step describes the method in which a request for a traffic calming project will be submitted and how this request will be reviewed to determine eligibility for development of a traffic calming project.

### **Request from Residents**

An individual resident or a group of residents shall submit a written request to the Township Manager, specifying the street(s) and type of concern.

### **Determining Request Eligibility**

The request must be accompanied by a written petition, signed by residents from at least twenty (20) households in the surrounding neighborhood of the location that is of concern.

All State, County or Township local and collector streets, as defined by the Township's Roadway Classification system, are eligible for consideration. Arterial and private streets are not eligible.

### **Project Screening/Eligibility Score**

The Manager or Program Administrator, a designated staff member appointed by the Township Manager, will determine if the request should be further evaluated and if the location is eligible for consideration with the assistance of the Township Traffic Engineer. If the roadway is eligible for consideration, the Township Manager or Program

Administrator will request an eligibility review by the Township Traffic Engineer. The eligibility review will be limited review of traffic data collected in the immediate area of concern to determine if the speed and/or volume warrants for traffic calming are met.

The collected traffic data will be compared to the criteria in the following Table 1 to determine eligibility for development of a traffic calming plan.

**TABLE 1 - TRAFFIC DATA CRITERIA**

<b>Roadway Classification</b>	<b>Warrant</b>	<b>Threshold<sup>1</sup></b>
Local Street	Average Weekday Daily Traffic Volume <sup>2</sup> (24-Hour)	2,000 vehicles per day
	85 <sup>th</sup> Percentile Speed <sup>3</sup>	7 mph > posted speed limit
	Highest One Hour Traffic Volume on Average Day	200 vehicles per hour <sup>4</sup>
Collector Street	Average Weekday Daily Traffic Volume <sup>2</sup> (24-Hour)	3,000 vehicles per day
	85 <sup>th</sup> Percentile Speed <sup>3</sup>	7 mph > posted speed limit
	Highest One Hour Traffic Volume on Average Day	300 vehicles per hour <sup>4</sup>

<sup>1</sup> Threshold volumes are two-way volumes.

<sup>2</sup> Average Annual Daily Traffic (AADT) Volume is defined as the total volume of vehicular traffic during a typical 24-hour weekday. The AADT volume is calculated by taking the total volume of traffic during a number of whole days - more than 1 day and less than 1 years - divided by the number of days in that period.

<sup>3</sup> 85<sup>th</sup> Percentile Speed is defined as the speed on a roadway, at or below which 85 percent of the motor vehicles travel.

<sup>4</sup> Represents 10% of the AWDT volume threshold. Based on PENNDOT's statewide k-factors for design of urban local and collector streets.

If the eligibility review determines that the appropriate speed/volume warrants are met, then a cumulative point value will be assigned to the petition as follows:

- One (1) point for every two-hundred (200) vehicles (local road)/two-hundred and fifty (250) vehicles (collector road) over the daily traffic volume criteria or one (1) point for every twenty (20) vehicles (local road)/twenty-five (25) vehicles based upon volume to be considered, either per day or per highest peak-hour, whichever point total is greatest; and
- One (1) point for each mile per hour over the speed criteria.

The Township Manager or Program Administrator will maintain a priority list of all pending traffic calming petitions ranked by the point value assigned during the eligibility review. Projects selected for development of a traffic calming plan from the priority list will be at the discretion of the Township Manager, Program Administrator and/or the Board of Commissioners.

If the traffic data meets or exceeds one or more of the above criteria, the study location may be considered eligible for development of traffic calming plan to address the goals of reducing daily traffic volumes, speeds or hourly traffic volumes, or some combination of these goals.

## **STEP 2 – TRAFFIC CALMING PLAN DEVELOPMENT**

This step will involve developing a traffic calming plan to meet the study's specific goals and obtaining consensus from the neighborhood regarding the goals as developed in Step 1 of the plan. The Program Administrator will review and recommend the plan.

The Program Administrator will define and approve the study area and data collection plan based on the recommendation of the Township's Traffic Engineer at a public meeting to which residents of the affected neighborhood are invited. The data collection plan may include speed studies, automatic traffic recorder counts, intersection turning movement counts and origin/destination surveys.

The Township and/or Traffic Engineer will collect data in the defined study area, as is appropriate.

Traffic data collection will be performed on Tuesdays, Wednesdays, and/or Thursdays, between the beginning of the school year and the end of the school year. In special situations where the identified problem occurs specifically outside the school year or on a Saturday due to retail generated traffic, the Program Administrator may approve collection of the data on the weekends.

The Traffic Engineer will develop one or several optional plans to address the goals for the neighborhood, as well as design guidelines for their installation. The plans may utilize one or more traffic calming devices, including but not limited to, speed humps, chokers, center islands, median barriers and realigned intersections. These plans will be developed to address specifically; either speeding, volume or both problems that have been identified in the neighborhood.

A number of design factors may affect the feasibility of traffic calming measures. These may include steep roadway grades, horizontal/vertical curvature of the roadway, proximity to other signalized/unsignalized intersections and drainage. In addition, other issues such as, snow removal, emergency response delays/access, additional noise, increase in accidents and on-street parking removal could affect the implementation and effectiveness of traffic calming measures.

The plan will be presented at a meeting(s) to be organized by the Program Administrator. The meeting(s) will be publicized via the Township's various informational media. The Emergency Response agencies shall also be given the opportunity to review and provide comment on the proposed plan.

A consensus is developed within the neighborhood as to which option is preferred. The Program Administrator/Board of Commissioners may use any of the following options to determine consensus.

1. The Program Administrator/Board of Commissioners may appoint a committee of residents from the neighborhood to help develop the plan and to assist in obtaining agreement on the preferred option after the initial meeting and prior to presentation at a future public meeting. The Program Administrator/Board of Commissioners may require either a consensus of the committee or a petition showing a majority support for the plan.
2. After a preferred plan is determined, the Program Administrator/Board of Commissioners may conduct a survey of the neighborhood households and require a greater than 50% approval for the preferred plan.
3. The Program Administrator may solicit input at the public meetings and make a recommendation to the Board of Commissioners.

If consensus on the proposed plan is developed, the Program Administrator may recommend the plan to the Board of Commissioners.

### **STEP 3 – APPROVAL PROCESS**

This step requires the Board of Commissioners to review and approve the plan, either as recommended or with imposed modifications.

The Board of Commissioners may obtain public input by one of the following options:

1. Conduct a public meeting and solicit input.
2. Conduct another (or first) neighborhood survey for approval with a threshold requirement of greater than 50 percent of the residents in favor required for approval.

The Board of Commissioners may approve the plan, modify the plan or reject the plan with an option of sending a rejected plan back to the Program Administrator and Township staff for further consideration. The Board of Commissioners will determine if the cost for implementation of the plan is within the Township's budget established for the year. If funding is not available, the plan may be deferred to a future year or funding may be requested from the neighborhood.

If the plan is approved, the Board of Commissioners will authorize its design and implementation on either a permanent or trail basis.

**STEP 4 – INSTALLATION AND EVALUATION**

This step involves installing the traffic calming devices, determining their effectiveness and reporting the results to the Program Administrator and Board of Commissioners. The following actions may be utilized to evaluate the devices.

1. The devices are installed as either permanent or temporary devices as described in the approved plan.
2. The temporary devices will be tested during the test period that was established during the approval step, as detailed in the approved plan. Data is collected at predetermined locations and time intervals to determine if the devices meet the goals. Permanent installations may also be tested if the plan establishes the need.
3. After the test period is completed a report is prepared with the data collection results submitted to the Board by the Program Administrator.
4. The report will be presented at a Board of Commissioners Meeting.
5. If the devices are permanent and the Program Administrator determines that the results meet the intended goal, no further action will be taken.
6. If the devices are temporary, the Program Administrator will recommend to the Board that the devices should be removed, modified or permanently installed.
7. The Board of Commissioners will determine through a public meeting or other means if the temporary devices are to be removed, modified or made permanent.

*Adopted: June 4, 2007*