

**TOWN OF PAYSON**

**TRAFFIC CALMING MANUAL**

APPROVED BY  
THE  
PAYSON TOWN COUNCIL  
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TOWN OF PAYSON  
TRAFFIC CALMING POLICY

1.0 Introduction

Traffic Calming involves retrofitting physical devices onto street networks to reduce vehicular speeds, eliminate cut-through traffic patterns, and to create a more pleasant street environment for residents. Other benefits include reductions in air pollution, noise and odors. As communities realize that their streets should not be designed for vehicles and access alone, but rather as a shared space where people from all walks of life can enjoy activities such as walking, jogging, bicycling, traveling, socially congregating, etc., then the need for traffic calming will expand. Underlying the trend of traffic calming is the ability of residents to feel comfortable about themselves, and their children while using their neighborhood streets.

Traffic control devices are designed and located to keep through traffic on arterial roads. They do so by making the travel time on residential streets greater than adjacent arterial roads. Traffic calming also seeks to control the behavior of the remaining motorists. To be effective, traffic calming devices need to be part of a scheme extending along a street, several streets, or throughout a neighborhood. The main goal is to control traffic over an entire area, not at an isolated site, and to be compatible with street activities and adjacent land uses.

Physical traffic calming devices include retrofitting streets with slow points, speed humps and speed bumps, chicanes (devices that cause a driver to move left/right as they travel long the street), and roundabouts (mini roundabout that physically forces motorists to slow down to 10 to 15 MPH). More extreme examples are street closures or restricted access. Other initial street design treatments can be planned for new construction such as narrow street widths, brick paving instead of asphalt, and special street designs such as the Woornerf. After-the-fact traffic control techniques such a posting unrealistic speed limits, using all-way stop signs at intersections, and police enforcement campaigns always fail to produce sustainable results.

Area-wide traffic calming began as a means of limiting the speed of vehicles, and their dominance of the street. The concept of traffic calming has emerged over the years to include safety, security, lifestyle, and street ambiance. Cities that have implemented traffic calming schemes for the above-mentioned reasons have reduced their bicycle/pedestrian/automobile crash statistics.

To be successful, a traffic calming program requires a structured planning process, community participation, and consultation with all relevant authorities. The project should be designed in response to the needs of residents of a particular street, small area, or community. Residents are the main initiators of traffic calming schemes, although elected officials or staff often initiate schemes.

Traffic calming should be an essential part of each authority's work, as it can have a significant effect on the well-being of the community. If done well, with aesthetically pleasing treatments, the pedestrian environment will become enhanced while the vehicular traffic becomes a partner, rather than the dominant force in the neighborhood. All residents will gain the freedom of safe mobility within their own neighborhood. More children will grow up to be adults and others will live longer and obtain quality lifestyles in a more pleasant environment.

## 2.0 General Policy Statement

The criteria in this manual pertains to Town of Payson streets only. This traffic calming policy identifies criteria to be used in determining if and/or when the installation of a traffic calming device is warranted. This policy also outlines the mandatory neighborhood support needed for approving installation and cost responsibilities associated with installing a traffic calming device.

## 3.0 Engineering Study

An engineering study will be conducted prior to installation of any traffic calming device to document safety or traffic concerns and to determine if installation of a traffic calming device is in conformance with this policy. The Town will propose what type of traffic calming device(s) is appropriate in each situation. Multiple options of horizontal, vertical, or visual traffic calming devices may be proposed for any location.

## 4.0 Traffic Calming Device Warranting Criteria

Installation of a traffic calming device may be considered for locations that meet all of the following criteria:

1. The location is on a paved street.
2. The posted speed limit at the requested location is 35 mph or lower.
3. The 85<sup>th</sup> percentile speed of the traffic is 2 mph or more above the posted speed limit.
4. There is a vertical curb or other man-made or natural barriers to prohibit traffic from driving off the roadway to avoid the traffic calming device.
5. The longitudinal slope of the street does not exceed the maximum slope allowed by the various traffic calming devices.
6. There are at least six residences within 660 feet along the street.
7. There is at least the minimum length of street available in which to construct the traffic calming device.

8. At least 40% of the street frontage adjacent to the traffic calming device has a residential use (or residential zoning, if undeveloped).

#### 4.1 Traffic Calming Device Prohibitions

Traffic calming devices are prohibited in the following locations:

1. Too close to a controlled intersection.
2. Too close to a sharp curve or on longitudinal grades greater than the maximum.
3. On unpaved streets.
4. Too close to another traffic calming device.
5. In a location where there is a conflict with water valve boxes, man holes, other utility access points.
6. When the traffic calming device is expected to divert traffic onto another local neighborhood street.

#### 4.2 Traffic Calming Devices

There are basically three categories of traffic calming devices: horizontal, vertical and visual. Horizontal devices include, but are not limited to, street sections, curb extensions, pinch points, chicanes, traffic circles, and roundabouts. Vertical devices include, but are not limited to, speed humps, speed tables, rumble strips, traffic islands, raised crosswalks and raised intersections. Visual devices include, but are not limited to, signage and striping.

The traffic calming device recommended by the Town may be any of those listed above, or a combination of those listed above. The recommended type or types to be used will be determined by the Town Engineer based on each situation. The type to be recommended will be determined at the beginning of the traffic calming process. However, modifications to the type of traffic calming device(s) to be used may occur during the approval process.

#### 5.0 Traffic Calming Device Process

The installation of a traffic calming device may be initiated by neighborhood representatives or by Town staff. The two processes are described in this section.

A. The neighborhood driven process is as follows:

1. A neighborhood representative contacts the Town of Payson Engineering Department to formally request a traffic calming device in their area. A written request form is available from the Town.

2. Town staff will review the request form and determine if the requested location meets the requirements of Section 4 of this policy. If the Town does not have a speed survey completed in the vicinity of the requested traffic calming device within the last 90 days, staff will perform a speed survey at the requested location to determine if Paragraph 4.0.3 is complied with.
3. If all criteria for a traffic calming device are met, Staff will meet with the neighborhood representative(s) to determine the potential location and type of the traffic calming device and to determine the area affected by the traffic calming device.
4. The Town staff will coordinate with neighborhood representatives to hold a public information meeting. All property owners and residents in the affected areas (Section 5.0.A.3) will be sent a written invitation to attend this meeting. Prior to the information meeting, staff will prepare a drawing showing the proposed type and location of the recommended traffic calming device(s). Staff will also prepare a petition to be available at the public meeting to determine the amount of public support for the traffic calming device(s).
5. The petitions presented at the public information meeting will be available to neighborhood representatives to circulate to determine the amount of support for the traffic calming device(s). After obtaining adequate signatures from the neighbors in accordance with Section 6 and paying the appropriate fees in accordance with Section 7, the Town will proceed with installation of the traffic calming device(s).

B. The staff driven process is as follows:

1. Town staff may recommend installation of a traffic calming device(s). If the Town does not have a speed survey completed in the vicinity of the recommended traffic calming device within the last 90 days, staff will perform a speed survey at the proposed location to determine if paragraph 4.0.3 is completed with.
2. Town staff will determine the affected area of the traffic calming device(s).
3. Town staff shall hold a public information meeting for all residents and property owners of the affected area. All property owners and residents in the affected areas (Section 5.0.A.3) will be sent a written invitation to attend this meeting. Prior to the information meeting, staff will prepare a drawing showing the proposed type and location of the recommended traffic calming device(s). Staff will also prepare a petition to be available at the public meeting to determine the amount of public support for the traffic calming device(s).
4. Town staff will then circulate the petitions throughout the neighborhood to determine the amount of support for the traffic calming device(s) as outlined in Section 6.0.

## 6.0 Neighborhood Support

Once a location has passed the warranting criteria and acceptable conditions exist, the installation must then follow a neighborhood acceptance procedure. This is to assure that a majority of the property owners affected by the traffic calming device will support the installation.

1. The neighborhood representative(s) will contact other members of the neighborhood to determine acceptance of the traffic calming device. If a Town initiative, Town staff will contact neighborhood residents.
2. The representative(s) circulating the petitions must be property owners of the affected area as determined in Section 5.0.A.4. if the request is a neighborhood initiative or Town staff if it is a Town initiative.
3. At least 70% of the responding property owners, or residents, in the affected area must demonstrate approval of the traffic calming device(s). Property owners who do not respond, undeveloped properties and those owners/residents who respond with “No Opinion” will not be included when calculating the percentages for those “favoring” and those “opposing” the installation of a traffic calming device(s).
4. A six-month period will be established to obtain the signatures on the petitions from the affected property owners. Any petitions submitted to the Town after the 6-month deadline will be rejected.
5. If during the public meeting or petitioning process it is determined that a change in traffic calming device type or location is appropriate, a revised petition and map showing the new device type and/or location shall be prepared by the Town. If a revised petition is prepared, all previous petitions will be deemed invalid.
6. The Town cannot proceed with the installation of the traffic calming device without the neighborhood support as described above for a neighborhood initiative. If a Town initiative, the Town Council may direct staff to proceed with installing the traffic calming device even without the above required support.

## 7.0 Traffic Calming Device Construction Costs

The cost of installing a traffic calming device shall be paid by the property owners in the affected area (See Section 5.0.A.3), or it may be a cost share between the Town of Payson and the affected property owners or funded entirely by the Town of Payson. The neighborhood portion of the cost of the traffic calming device will be per the following table. The dollar amount shall be the actual hard cost to the Town of Payson. However, in no case shall the dollar amount to be multiplied by the percentage from the fee table exceed \$5,000.

MPH the 85 <sup>th</sup> Percentile Speed is over the Speed Limit	Percent of Traffic Calming Device Cost Paid by the Affected Property Owners	Percent of Traffic Calming Device Cost Paid by the Town of Payson
0-2	100%	0
2-5	67%	33%
5-10	50%	50%
Over 10	0%	100%

1. It is the responsibility of the property owners in the affected area to determine the actual cost to each individual property owner.
2. The Town cannot proceed with the installation of a traffic calming device without prior payment of the property owner's share of the cost.
3. The installation of any traffic calming device requiring a total Town expenditure of more than \$10,000 shall be approved by the Town Council prior to installation.
4. The Town shall pay for 100% of the cost of all traffic calming device(s) initiated by the Town.

8.0 Removal of Traffic Calming Device

No traffic calming device will be removed for at least one year after installation. If the neighborhood desires removal after that time, they may request a petition for removal from the Town. The Town of Payson will remove the traffic calming device based on the following criteria:

1. The traffic calming device has been in place at least one year.
2. All affected properties, which were previously identified in the installation process, shall be involved in removal process.
3. At least 70% of the property owners, or residents, in the affected area must be in favor of removing the traffic calming device(s). Property owners who do not respond will be considered opposed to the removal. Vacant properties and those owners/residents who respond with "No Opinion" will not be included when calculating the percentages for those "favoring" and those "opposing" the removal of a traffic calming device(s).
4. The neighborhood may be responsible for a portion of the cost of the removal. The cost to remove a traffic calming device will be determined prior to circulating a petition. The percentage of the removal costs charged to the neighborhood shall be the same percentage charged to the neighborhood for the installation. Any neighborhood funds required for the removal must be paid to the Town before proceeding with the physical removal.

5. Any traffic calming device installation that was approved by the Town Council will not be removed without Town Council approval.
6. Once a traffic calming device(s) is removed from a location under this process the general location cannot be reconsidered for a traffic calming device installation for a period of three years from the date of removal.
7. The Town may initiate the removal of any traffic calming device(s) that was installed at the request of the Town staff without neighborhood input.



TRAFFIC CALMING DEVICE REQUEST

Requested Location for a Traffic Calming Device: \_\_\_\_\_

Address and Street Name

Type of Traffic Calming Device suggested: \_\_\_\_\_

Is this request being made by an individual or a group: \_\_\_\_\_

Describe why you believe a traffic calming device would be a benefit in this location: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Information: \_\_\_\_\_

Name (Please Print)

\_\_\_\_\_

Address

\_\_\_\_\_

Phone

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Signed

Date



PETITION FOR A TRAFFIC CALMING DEVICE

We the undersigned, representing property owners in the affected area, hereby request that the Town of Payson install traffic calming device at the location(s) shown on the attached map. We understand that as property owners we will pay \_\_\_\_\_% of the cost to install the traffic calming device per the Towns Traffic Calming Manual Section 6.0 prior to the installation.

Name of Neighborhood Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

	Signature (One per Household)	Address	Phone
1			
2			
3			
4			
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