

City St. Charles, Illinois Policy 2008-01 Traffic Calming Policy

Approval Date: March 3, 2008

Effective Date: March 3, 2008

Sections:

- Policy Statement
- Definitions
- Traffic Calming Request
- Street Eligibility
- Traffic Calming Recommendation and Approval
- Cost Responsibility
- Traffic Device Removal

Exhibits:

- Steps for Traffic Calming Installation
- Traffic Calming Petition

I. POLICY STATEMENT

This policy is intended to provide guidance to citizens and City staff regarding the process to be followed for submitting and reviewing a request for the installation of traffic calming measures on a public street. Traffic calming is the application of traffic engineering and other physical measures designed to control traffic speeds and encourage driving behavior appropriate to the environment. It is not the policy of the City to use traffic calming to deter people from using certain public streets with traffic calming measures installed, but rather is used to ensure that traffic is traveling at a safe speed.

II. DEFINITIONS

85th Percentile Speed

The measured speed where 85 percent of the vehicles on the street are traveling at or below. 15 percent of the vehicles using the roadway are therefore traveling at a greater speed.

Arterial Street

Arterial streets are primarily for through traffic, usually on a continuous route moving large volumes of traffic. Arterials should remain free flowing with limited access.

Average Daily Traffic (ADT)

The total number of vehicles that travel along a roadway (both directions combined) during a typical 24-hour period, usually measured on a midweek day (Tuesday, Wednesday or Thursday).

Collector Street

Collector streets serve the internal traffic movement within and between neighborhoods of the City, and connect local streets with the arterial system.

Contact Person

The person initiating a request for the installation of traffic calming, or that person's designee.

Impact Area

The area, or neighborhood, that in the opinion of the Police Department, may be affected by the installation of traffic calming measures.

Local Street

Local streets are primarily for access to residences, businesses, or other abutting property.

Non-residential Collector Street

Non-residential collector streets are collector streets that pass through a section of the City where properties are commercial or industrial.

Project Area

The street or streets where traffic calming measures are being installed.

Residential Collector Street

Residential collector streets are collector streets that pass through a section of the City where citizens live.

Traffic Calming

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.

Traffic Calming Measures

Design elements in and/or along the street or intersection that conform to the definition of traffic calming. For example, but not limited to, signs, pavement marking, traffic island, bump outs, etc.

III. TRAFFIC CALMING REQUEST

An individual resident or property owner of the street where traffic calming measures are to be considered, or neighborhood groups or homeowners associations may request the installation of traffic calming measures. Requests for the installation of traffic calming measures should be made in writing addressed to the following address:

Police Department
City of St. Charles
2 State Avenue
St. Charles, Illinois 60174

All requests must include the requestor's name (contact person), address and daytime telephone number or e-mail address.

IV. STREET ELIGIBILITY

All of the following criteria shall be satisfied for a street to be considered eligible for traffic calming measures.

A. Operational Characteristics of the Street

1. The street shall be a public street owned and maintained by the City of St. Charles.
2. The street shall be classified as a local street or a residential collector street. Non-residential collector and arterial streets are not eligible.
3. The street shall have no more than two through lanes, one in each direction.
4. The street shall have a regulatory speed limit of 30 mph or less.

B. Petition

1. It is the responsibility of the contact person to collect a petition from the residents documenting that at least 60 percent of all households, including owners of empty parcels, in the impact area support the installation of traffic calming measures on the identified street(s). All residents within the impact area shall be presented the opportunity to sign the petition. The Police Department shall define the impact area.
2. The contact person must sign the verification statement on each page of the petition, stating that the signatures on the petition are valid. The City shall confirm that the signatures on the petition are valid and represent at least 60 percent of the households and vacant lots within the impact area. Only one signature per household/lot shall be counted.

C. Detailed Study of the Street

1. The 85th percentile speed of vehicles must exceed the regulatory speed limit by a minimum of 7 mph (miles per hour).
2. The street shall have an average traffic volume of at least 750 vehicles per day (ADT).

If the studies allow for traffic calming measures to be implemented the Police, Fire and Public Works Departments will further evaluate and develop a recommendation for the type and kind of measures available to be installed.

If appropriate traffic calming measures cannot be accommodated for any reason, the traffic calming petition shall be rejected. If the traffic calming petition is rejected the street requested will be unavailable for traffic evaluation for 12 months. After 12 months the street may be evaluated once again by following the traffic calming policy.

V. TRAFFIC CALMING RECOMMENDATION AND APPROVAL

The staff evaluation and recommendation will be presented to a standing committee (Government Services) for their recommendation, prior to being placed on the City Council agenda. Residents within the impact area of each location are invited to attend the Committee meeting at which their area is discussed.

The City Council will review the Committee and staff's recommendation regarding traffic calming installation. The City Council has final approval regarding the installation of traffic calming measures on public streets.

V. COST RESPONSIBILITY

The cost of traffic calming installation shall be financed by the City of St. Charles. Traffic calming installation projects shall be constructed as funds become available and allocated in the City budget.

VI. TRAFFIC DEVICE REMOVAL

Traffic calming measures shall be in place for a minimum of 12 months prior to consideration for removal. The procedure for the removal of traffic calming measures requested by the residents of a project area shall be the same as the installation procedure, except that the City of St. Charles will not participate in the cost incurred. A petition documenting that a majority of all households or lots within the project area favor removing all of the traffic calming measures shall be required. The cost of removing traffic calming measures and restoring the pavement shall be shared equally by all of the residents within the project area who sign the removal petition. Residents who do not sign the removal petition shall not share in the cost.

CITY OF ST. CHARLES

STEPS FOR TRAFFIC CALMING INSTALLATION

STEPS	PROCESS
Public Request	The Police Department maintains a list of locations where residents have requested traffic calming measures by letter or e-mail indicating the specific location, name, address, date and contact information of person initiating the request.
Staff Evaluation	The Police Department will conduct a preliminary review of the request and notify the contact person whether their requested location is eligible for consideration based on the operational characteristics of the street from the traffic calming policy.
Perform Detail Studies	The contact person submits the formal application with petitions of the property owners within the impact area as defined by the Police Department. Upon verification of the required 60% of the residents supporting traffic calming measures, the Police, Fire, and Public Works Department will conduct a detailed study, including a proposed plan, in accordance with the traffic calming policy.
Committee Evaluation and Recommendation	The Government Services Committee receives a summary of each location where traffic calming installation has been requested and evaluated by the City staff. Residents within the impact area of each location are invited to attend the Committee meeting at which their area is discussed.
Mayor and City Council Approval	The Mayor and City Council will review the Committee and staff's recommendation regarding traffic calming measures and have final approval on their installation.
Project Prioritization and Construction	Each year, when available funding and the number of potential traffic calming installation projects is known, the Police, Fire, and Public Works Department will prioritize each approved project according to the date the request was received. Approved projects shall be constructed during that year or as funds become available.

Traffic Calming Petition



Purpose	<i>To request that the City of St. Charles perform a detailed study on the requested street(s) and to provide potential solutions, in the form of traffic calming measures.</i>
Instructions	<i>Only one signature per household. At least 60% of the residents of the impact area must sign.</i>

<u>Name</u>	<u>Address</u>	<u>Telephone</u>	<u>Date</u>

I, _____, verify that the signatures listed on the City of St. Charles Traffic Calming Petition are valid and correct to the best of my knowledge. I understand that only one signature per residence shall be counted and that 60% of the households within the identified impact area must approve the petition, or the project shall be abandoned. Approved streets shall be placed on a list for installation and shall be installed as funding is allocated.

Signature of Contact Person Date