



Neighborhood Traffic Calming Program

TABLE OF CONTENTS

	Page No.
Introduction	3
Goals	3
Criteria	4
1. Speeding.....	4
2. High Traffic Volume.....	4
Identifying Neighborhood Concerns	4
Considerations	5
1. Benefits.....	5
2. Concerns.....	5
3. Other Factors.....	5
Program Process	6
1. Traffic Calming Application.....	6
2. Data Collection & Analysis.....	7
3. City Commission Review for Project Initiation.....	8
4. Conceptual Plan Design & Formation of Community Working Group.....	8
5. Assess Community Support for Traffic Calming (Petition)....	9
6. City Commission Review for Final Design.....	9
7. Project Implementation.....	10
8. Evaluation After Installation.....	10
Traffic Calming Measures	10
Summary	12
 Appendices:	
Appendix “A” – NTCP Application.....	13
Appendix “B” – NTCP Neighborhood Petition.....	14

INTRODUCTION

The City of Sunrise' Neighborhood Traffic Calming Program (NTCP) incorporates education, enforcement and engineered street design into protecting the quality of life in City neighborhoods. The City has developed the NTCP to promote safe and pleasant conditions for residents, pedestrians, bicyclists and motorists in City neighborhoods. Locations considered for traffic calming under this program may be identified by neighborhood associations, residents or City staff.

The Institute of Transportation Engineers defines traffic calming as, "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." Other names sometimes used interchangeably with traffic calming are traffic mitigation and traffic management. The major differences between traffic calming measures and other traffic control devices are that calming measures are self-enforcing and rely on the laws of physics rather than human psychology to slow traffic and change traffic patterns. With this Guide as a framework, staff will work with neighborhoods to develop a plan to calm traffic in order to meet the goals listed below.

GOALS

The goals of the NTCP are as follows:

1. Provide safety measures in residential neighborhoods to reduce traffic operating at high speeds and high volumes on local City streets.
2. Reduce the average speed of vehicles in residential neighborhoods and the need for traffic safety enforcement.
3. Increase access, safety, comfort and convenience for pedestrians and bicyclists by changing the culture of neighborhood street use from "cars first" to "people first."
4. Encourage through traffic to use collector streets and arterial roads.
5. Reduce vehicular crash frequency and severity.
6. Effectively address the dual, and frequently conflicting, public safety interests of traffic calming and emergency response.
7. Foster a collaborative working relationship between City staff and neighborhood residents in the development of traffic calming measures.

8. Prioritize the expenditure of public resources based on need and implement cost-effective measures for addressing identified traffic issues.

CRITERIA

The NTCP is applicable only for residential City streets and is not appropriate for all areas or road types, such as cul-de-sacs and dead end roads or major collectors and arterials. By definition, the main purpose of a collector road is to convey traffic from nearby residential roads to another collector or arterial roadway. An arterial is that part of the roadway network serving as the principle route for through traffic. Therefore, traffic calming measures are clearly inconsistent with the purpose of major collector and arterial roadways. State, County and private roads are also ineligible for consideration. City staff shall determine which local streets are appropriate for traffic calming measures. Additionally, for a neighborhood street to initially qualify for NTCP assistance, both of the criteria thresholds below must be met, as determined by traffic data.

1. **SPEEDING** – The speeding criteria is met if 15 percent of the motorists on the street segment travel at more than 10 mph above the posted speed limit.
2. **HIGH TRAFFIC VOLUME** – Traffic volume is impacted both by local and cut-through traffic. Staff will determine whether the traffic volume for the street segment is excessive based on standards for that type of roadway. However, traffic calming measures will not be considered for roads with a traffic volume of less than 1,000 or more than 3,000 vehicles per day.

The Planning and Development Department may adjust the above criteria thresholds to account for unique characteristics within the proposed study area. Any adjustment to the criteria must be supported by standard traffic engineering practices.

IDENTIFYING NEIGHBORHOOD TRAFFIC CONCERNS

Before requesting assistance from the City, the neighborhood should clearly define what the perceived traffic problems are and achieve neighborhood consensus with the perceived traffic problem. The broad issues are speeding and traffic volume, but there may be additional issues that need addressing as well.

Defining the problem occurs on two levels. The first level is to clearly understand the concern(s) of the residents. This involves determining if there is, in fact, a basis for the concern(s) and then expressing those concern(s). The second level

of the problem definition is the accumulation of data to support the identified concern(s).

CONSIDERATIONS

There are many factors to consider prior to implementing a traffic calming measure:

1. Benefits

- Reduces vehicle speeds
- Reduces collision frequency and severity
- Increases safety for pedestrians and bicyclists
- Reduces cut-through traffic
- Increases quality of life
- Reduces negative impacts of vehicles
- Reduces need for traffic safety enforcement

2. Concerns

- Implementation can be costly
- Vehicles may be damaged and people injured by inappropriate driving behavior (e.g., driving too fast or being inattentive)
- Slight increase in emergency vehicle response time
- Additional signage and lighting may be necessary
- Increased maintenance costs (including street cleaning and resurfacing)
- Unfavorable to some residents (noise and inconvenience)
- An unsafe condition for motorists driving at normal speeds under average driving conditions may be created

3. Other Factors

- Is the street used as a routine emergency service route or major school/public transportation route
- Is the street scheduled for resurfacing or other engineering projects in the near future (generally 2 years)
- Would the measure divert significant traffic volume to other residential streets
- Evaluate project size and complexity, as well as compatibility with other transportation projects
- Is funding available
- Some traffic control elements, such as traffic signs and signals, are outside of the City's direct control

- The requesting neighborhood may have previously requested and received traffic calming enhancements

PROGRAM PROCESS

Due to the nationwide popularity of programs similar to the NTCP and the fact that a limited amount of money is available on an annual basis, neighborhoods wanting to participate in this program must complete an application, which will be evaluated by staff in the Planning and Development Department. Below is a general description of the application process, which represents a community-based, problem-solving approach.

1. TRAFFIC CALMING APPLICATION

Requests for traffic calming measures on neighborhood streets can come from the presidents of civic associations, on behalf of the association, or from individuals who do not live within the boundaries of an active civic association. Where applicable, the application must be endorsed by the officially incorporated homeowners association for the development. If there is no active association, the application must include the signatures of at least ten (10) affected residents representing separate households. This requirement is intended to show that the issue is perceived as neighborhood-wide and not solely an individual concern.

Traffic calming requests are made using the City of Sunrise NTCP Application (see Appendix "A"). City staff will attempt to prioritize NTCP to maximize the use of available funds. Not all of the projects submitted will be funded due to funding limitations. Applications not approved for funding may be reconsidered when funding becomes available.

Applications shall include:

- The street segment where the problem(s) exists (i.e., X Street between Y Place and Z Avenue);
- The time of day when the problem(s) occurs;
- Possible causes of the problem(s);
- Concerns relating to pedestrians, bicyclists, residents and property as a result of the problem(s); and
- Endorsement by the officially incorporated homeowners association (if applicable) **OR** the names, addresses and phone numbers of at least ten (10) nearby residents who share the concerns, where a homeowners association does not exist.

Staff will acknowledge the completed application in writing to the neighborhood representative, and will contact the applicant to schedule a meeting to discuss any questions or concerns regarding the application.

2. DATA COLLECTION & ANALYSIS

Once staff has determined that an application has been properly submitted and identifies a potential problem for which traffic calming measures may be appropriate, traffic data will be collected and analyzed to determine whether 1) the initial data supports the concern(s) identified in the application, and 2) the street segment meets the criteria for traffic calming, as explained on page 4 of this Guide. Data collection will be conducted on typical weekdays, August through May, when public school is in session.

A. DATA DOES NOT SUPPORT THE APPLICATION

If the collected data and analysis indicate that the street segment does not meet the threshold for speeding and traffic volume, staff will contact the neighborhood representative and explain that the application does not warrant further evaluation and the street segment will be eligible for re-evaluation after a two-year waiting period. However, staff may determine that other measures, including public education and traffic enforcement, are appropriate under the circumstances and may take steps to implement such alternate measures.

B. DATA SUPPORTS THE APPLICATION

If the objective data confirm the existence of a problem, staff will evaluate the severity of the matter and need for a solution. In doing so, staff will:

- Identify affected streets;
- Identify users of affected streets;
- Obtain reported traffic crash data from the police;
- Identify nearby traffic generators, such as schools, parks, shopping centers, etc.;
- Identify bike and transit routes, sidewalks, and the presence of existing traffic calming measures;
- Review roadway geometry;
- Analyze emergency service concerns; and
- Document any other relevant factors.

Staff will create a priority list of the applications based on the data, analysis and traffic engineering standards. The priority list will

assist in objectively determining where the limited funds for this program would be allocated. Based on findings of fact that would materially affect the implementation priorities, the Planning and Development Department may at any time recommend adjustments to the priority list.

3. CITY COMMISSION REVIEW FOR PROJECT INITIATION

The applications that satisfied the threshold criteria will be submitted to the City Commission for initial approval and prioritization to proceed with the conceptual development of a traffic calming plan. Once this occurs, the City will begin the conceptual development of a traffic calming plan. Whenever possible, the first steps in the process will be public education and traffic enforcement. If staff determines that those measures are either inappropriate or ineffective, the process of developing a physical traffic calming solution may proceed.

4. CONCEPTUAL PLAN DESIGN & FORMATION OF COMMUNITY WORKING GROUP

Prior to finalizing the conceptual design alternatives for the traffic calming plan, staff will meet with the appropriate affected parties. Staff will first meet with the Fire and Police Departments to determine any specific emergency requirements related to the street of concern. Staff will also identify other parties that may be affected by traffic calming measures that could be implemented – including transit agencies and the school board – and solicit their input as determined appropriate.

Staff will contact the neighborhood representative to establish a Working Group. Staff will meet with the Working Group to review and gain input on the conceptual design alternatives for the traffic calming plan. The Working Group will rank the alternatives by preference. The Working Group should consist of five (5) to ten (10) residents representing the local neighborhood where the traffic calming measures are proposed to be located. The community has a period of two (2) months to form a Working Group. If no Working Group has formed at the conclusion of the two (2) months, staff will consider whether to grant an extension or conclude the project.

Staff will provide its expertise in traffic calming to assist the Working Group in developing its plan. Once the conceptual designs are acceptable to the Working Group and approved by City staff, community support must be gained via petitioning.

5. ASSESS COMMUNITY SUPPORT FOR TRAFFIC CALMING (PETITION)

The next step in the implementation process is to obtain the required level of community support to be eligible for final design and funding. To assess support, the community will be responsible for collecting signatures from the affected homes on the street segment(s) with the petition (see Appendix “B”). City staff will provide the geographical boundaries for the petition. Only one (1) adult resident of each affected home may sign the petition. Either homeowners or renters may sign the petition. The Working Group shall explain to the affected residents that by signing the petition they accept the possibility that traffic calming may be built in front of their home. To assist the community, staff will prepare a map and brochure explaining what the proposed measures will look like and where each traffic calming measure is proposed to be located. Once the petition is complete, the Working Group should submit the petition to staff and include a cover letter validating that sufficient support has been gained. In order for the petition to receive sufficient support, at least 70 percent of the affected households, as identified by staff, must sign the petition.

A. PLAN RECEIVES SUFFICIENT SUPPORT

If the traffic calming plan receives sufficient support (70 percent of affected households sign petition) and a letter from the civic association supporting the plan, if applicable, then it will be presented to the Director of Planning and Development for review and approval. This petition, once received, will be verified before further work proceeds.

B. PLAN DOES NOT RECEIVE SUFFICIENT SUPPORT

If the response is not sufficient, staff will recommend to the Director of the Planning and Development Department either that the concern be referred back to the Working Group or that the process end. If the project is referred back to the Working Group, staff may recommend alternative approaches more likely to meet with community acceptance. Projects failing to receive community support cannot be resubmitted for City staff review for a period of two (2) years.

6. CITY COMMISSION REVIEW FOR FINAL DESIGN

After the Director of Planning and Development reviews and approves the recommended traffic calming plan, it will be presented to the City Commission for review, approval and funding prior to implementation.

7. PROJECT IMPLEMENTATION

Once a project has been approved for funding by City Commission, staff will perform the following actions:

- Develop detailed construction drawings based on the conceptual design agreed to by the neighborhood;
- Acquire any right-of-way and/or easements necessary;
- Schedule construction either by City workers or private contractor;
- Notify affected residents of the construction schedule; and
- Monitor and oversee construction.

8. EVALUATION AFTER INSTALLATION

City staff will evaluate all installed traffic calming measures one (1) year after installation. If problems arise from the implementation of a traffic calming measure, staff will examine the cause(s) and potential corrective action(s), which may include removal of the traffic calming measure.

A neighborhood group may request that a previously approved and installed traffic calming measure be removed by following the same application procedure previously outlined. However, no request may be submitted for a measure that has been in place for less than two (2) years.

TRAFFIC CALMING MEASURES

When selecting the appropriate traffic calming measure(s), several principles need to be taken into consideration. In general, the traffic calming measure(s) selected should have all or most of the following attributes:

- Is consistent with Florida law and meets the standards and guidelines set out in the FHWA Manual on Uniform Traffic Control Devices and by the American Association of State Highway and Transportation Officials;
- Addresses the problem in an efficient and cost effective manner;
- Accommodates the geometrics of the street (e.g., a traffic circle can only be built in an intersection that is large enough for it);
- Is compatible with the needs of the Fire and Police Departments; and
- Addresses the needs of nearby schools.

There are many different traffic calming measures in use throughout North America and Europe. While a number of these would potentially be appropriate in the City of Sunrise, some would not. The following are several of the more common types of traffic calming measures:

Issue	Measure	Description
Bicyclist Safety	Bike lanes, signage and street symbols	Narrows the road to slow traffic and provides a travel lane for bicyclists
Cut-Through Traffic	Turn Restrictions	Prohibit cut-through traffic at certain times of day
	One-Way Streets	Remove one direction of traffic on a two lane street
	Truck Restrictions	Remove heavy truck traffic by shifting it to a nearby route
Cut-Through Traffic and Speeding	Neighborhood Entry Treatment / Gateway	Generally an island, brick pavers or stamped concrete to alert motorists of their entry into a neighborhood
	Street Closure: Full or Half Street	Full closure of street to one or both lanes of traffic in either direction before an intersection
	Diverter: Full or Half	Raised barrier placed diagonally across an intersection that forces traffic to turn
Pedestrian Safety	Paver Crosswalk	Pressed asphalt crosswalk with brick pattern to highlight pedestrian crossing area
	Mid-Block Crosswalk	Provide greater visibility to crossing pedestrians
	Pedestrian Refuge Island	An island in the middle of the street to break the crossing into two sections
	Paddles	3-foot tall lime green bollards placed on centerlines to alert motorists to the presence of pedestrian crossings
	In-Ground Flashing Beacons	Highlights presence of pedestrians in crosswalk with flashing lights
	Pedestrian Countdown Signal	Provides the number of seconds remaining to cross the street at an intersection
	Bulb-Outs	Shorten distance to cross the street and narrow the roadway

Issue	Measure	Description
Speeding	Street Markings	Visually narrow street to slow traffic
	Street Narrowing	Physically narrow street to slow traffic
	Median	Narrows streets to prevent turns at intersections or slow traffic
	Chicane	Winding street causes motorists to drive slower
	Speed Cushion	Modular devices that are made of rubber and spaced across the road at intervals that allow wide-axle vehicles such as ambulances to pass over with minimal effect, while causing automobiles to slow
	Speed Hump/Table	Raised area of pavement approximately 3-inches high and 12 or 22-feet long
	Variable Speed Display Board	Permanent radar unit and board alert motorists to their travel speed
	Speed Limit Sign	Reminds motorists of the speed limit
	Traffic Circle	Raised circular island in an intersection
	Roundabout	Larger version of a traffic circle, installed on busier streets in larger intersections

SUMMARY

The NTCP Guide serves as a resource for the planning, design, and construction of traffic calming projects. It is an evolving document that assists the public in mitigating undesirable traffic issues in their neighborhoods. Modification of this Guide, as necessary, is the responsibility of the Planning and Development Department. While the NTCP is by no means the answer to all situations, it will help the City to work in coordination with the residents to develop positive solutions for neighborhoods that are negatively impacted by automotive traffic.

Appendix "A"

CITY OF SUNRISE

NEIGHBORHOOD TRAFFIC CALMING PROGRAM APPLICATION

The Neighborhood Traffic Calming Program (NTCP) addresses traffic safety concerns such as high vehicle speeds, non-local traffic, and recurring accident locations on local City streets. Please contact the City's Planning & Development Department at (954) 746-3270 for program information or a copy of the NTCP guide.

Please complete and sign this form, and return the original to: City of Sunrise, Planning & Development Department – NTCP, 10770 West Oakland Park Boulevard, Sunrise, Florida 33351. If the road segment of concern falls within an area covered by a homeowners association (HOA), this form must be signed by the HOA president. Otherwise, the form must be signed by ten (10) residents of property directly affected by the traffic concern.

Date: _____

Representative Name: _____ Daytime Phone _____

Neighborhood: _____

HOA President Name (if applicable): _____

HOA President Signature (if applicable): _____

Name of Street & Approximate Limits/Cross Streets: _____

Description of traffic or safety issues. Include the time of day when the problem occurs, possible causes of the problem, and concerns relating to pedestrians, bicyclists, residents and property as a result of the problem. Attach an additional page, if necessary:

Resident Name	Address	Signature	Telephone

