



NEIGHBORHOOD TRAFFIC

CONTROL PROGRAM

STREET HUMPS

INSTALLATION POLICY

Version 1.0

STREET HUMP INSTALLATION POLICY SUMMARY

The following is intended to provide a general overview of the major points of this policy. The full policy should be reviewed if a request is to be submitted. Significant additional information is included in the full policy.

- Only for specified types of residential streets with 30 MPH speed limit
- Minimum distances required from intersections, traffic signals, and other humps as well as from various utility elements
- Requestor responsibility to collect survey signatures
- Only single-family, duplex, triplex, or fourplex dwellings to be included
- Survey area includes only properties adjacent to the requested street
- Support of 80% of all homes in the survey area required
- City responsibility to review submitted survey for procedural compliance
- City responsibility to notify homes in the survey area of a request approval
- A variance request process to an appeal committee available
- A specified time period available for collection of signatures and for payment upon approval
- Homes adjacent to proposed location must support installation at that location
- City and homeowners shall share 50/50 in the cost of the speed humps
- Same survey process required for removal or relocation

STREET HUMPS INSTALLATION POLICY

1. GENERAL

"Speed bumps" are frequently requested by citizens to slow traffic on residential streets. Several factors should be considered prior to the installation of a device in the roadway intended to slow traffic including:

- the impact of the device on road users including motorcyclists, bicyclists, and pedestrians,
- the impact of the device on roadway drainage patterns,
- the anticipated impact of the device on vehicular speeds,
- the degree of support for the installation of the device.

It is important that devices installed in the public roadway not inflict damage to passing vehicles or cause drivers to lose control of their vehicles if they are driving at a reasonable speed for the conditions. Therefore, the design of speed bumps frequently used in commercial parking areas is generally considered unacceptable for installation on public streets. It is difficult to imagine the impact of driving over some of these at the legal 30 miles per hour speed limit on residential streets.

An alternative design called a street hump has been used on public streets in various cities. It provides longer approach and departure ramps than parking lot type speed bumps and can be safely crossed at legal roadway speeds. Proper taper as the hump approaches the curb or roadway edge permits roadway drainage.

This policy is designed to provide reasonable opportunities for the installation of street humps on specified types of residential streets based upon the degree of support from the surrounding residents and the street conditions. The following sections provide detailed information on the eligibility of streets and procedures for the installation of street humps.

II. ELIGIBLE STREETS

The first step in the street hump installation process is to determine whether a specific street is eligible. Streets meeting all of the following conditions shall be eligible for street hump installation:

- The street is constructed on dedicated right-of-way. Street humps will not be installed on private roads or drives.
- The street must be either a concrete street constructed as a residential roadway, or an asphalt street constructed as a residential roadway.

- The property adjacent to the street is either wholly or primarily residential if developed or, if undeveloped, the adjacent property is either wholly or primarily zoned for residential uses. Public parks, public schools, churches, and drainage easements are considered residential uses for the purposes of this policy.
- The street has no more than one moving lane of traffic in each direction.
- The traffic volume on the street is less than 5,000 vehicles per day.
- The street has a speed limit of 30 miles per hour.
- The street is not a primary route for emergency vehicles. Both the Fire Department and the Police Department shall have veto authority on any street they consider critical for emergency response.

III. LOCATION ON STREETS

Once a street is determined to be eligible, the possible locations for hump installation on that street are subject to three conditions as follows:

- Sight distance

Adequate sight distance must exist at the desired location to safely accommodate traffic operations after hump installation. Public Works Department staff will review the area included in the request and identify any areas in which installation would be excluded due to sight distance.
- Adjacent resident concurrence

A street hump shall not be located in front of or immediately adjacent to a property if a resident of that property objects to its placement or, in the case of a property containing multiple low density dwellings, if a majority of the households on the property object to its placement.
- Distance to adjacent intersections and traffic control devices

Street humps shall be located at least:

 - 150 feet from an intersection,
 - 300 feet from an adjacent street hump,
 - 600 feet from an existing or currently approved traffic signal.
- Distance from utility features

Street humps shall be located at least:

 - 30 feet from a manhole or valve cover,
 - 50 feet upstream or 5 feet downstream from a storm sewer inlet,

- 50 feet from a fire hydrant.

IV. SURVEY PROCEDURE

The degree of resident support is a major factor in the consideration of street hump installation. A survey of the homes within a specified survey area must be submitted to the City demonstrating the required degree of resident support.

Survey Area

- The survey area shall include a distance of at least 500 feet on each side of each requested street hump location but shall include the entire length of any impacted block. If the 500 foot distance extends into any part of an adjacent block, the entire length of the adjacent block shall be included. The Public Works Department will review the request and determine the required survey area.
- Only single-family, duplex, triplex, or fourplex homes shall be included in the survey response. Townhomes are considered single family for the purposes of this policy.
- All homes within the specified distance whose front or side yard adjoins the street on which the street humps are being requested shall be included. Homes with only the rear yard adjacent to the street shall not be considered in reviewing resident support.

Support Form

- A survey form will be provided by the City for the collection of signatures. This form will include a brief description of the request, traffic operation considerations, and instructions to the residents.
- For each street address included in the survey area, the following information must be included:

Street address, printed name of resident, signature of resident.
- In order to provide each surveyed home, the same level of input, only one resident per home may sign the survey form.
- Up to three months shall be permitted for the collection of necessary signatures and survey submission to the City. If the necessary number of signatures is not collected within this time period, a new survey must be begun.

Required Percent of Support

- At least 80% of the homes in the survey area must indicate support of the proposed street hump installation. Only the "support" preferences on the survey will be included in calculating the required support level. The "oppose" and "no preference" indications will not be used in this calculation.
- The Public Works Department will review the submitted survey to verify that the required survey area was included and to determine that at least 80% of the homes support the installation.

V. INSTALLATION PROCEDURE

- When a sufficient number of "support" signatures have been obtained, the survey and an administrative fee should be submitted to the Public Works Department. The administrative fee, to cover the City's cost of mailing certified letters to all homes in the survey area advising of the approved request, will be fifty percent (50%) per survey area address and will be based on the actual number of addresses in the survey area.
- When a submitted survey has been verified as meeting the required neighborhood support level, the Public Works Department will place the street on a list of streets approved for street hump installation and will mail the residents in the survey area a letter advising of the approved street hump installation request. This letter will advise that fifty percent (50%) of the installation cost must be paid by the neighborhood to the City and will include the name and phone number of the neighborhood representative.
- After a street hump request is approved, the City will submit an invoice for half the cost of the street hump installation to the neighborhood representative. The neighborhood representative will be responsible for collecting and submitting all required payments to the City. Upon receipt of payment of the cost, the humps will be installed as scheduling permits.
- The cost for each street hump installation will be based on the actual cost for a typical street hump installation including any necessary pavement markings and/or signs. Costs will be established by the Public Works Department based upon current costs.
- If full payment has not been received within six (6) months from the statement date, the street will be removed from the list of streets approved for street hump installation. If this occurs, it will be necessary to repeat the entire process for speed hump installation.

VI. APPEALS OR VARIANCES

The City Council may appoint a committee that shall serve as an appeal committee and may consider requests for unusual conditions that do not fall within these guidelines or for additional consideration of locations that failed to satisfy all of the included requirements. The following general guidelines will be used:

- Requests for appeals or variances shall be submitted to the Public Works Department and shall specify why an appeal or variance is being requested.
- An appeal or variance request will be forwarded to the members of the appointed Committee for their review.
- If a majority of the members feel the request merits further consideration, it will be scheduled for a future meeting.
- If less than a majority of the appointed Committee members feel further consideration is necessary, the item will not be scheduled for consideration and the requesters will be advised of the committee's decision.
- All appeals must be scheduled in advance for committee consideration. Residents may not appear at a Committee meeting to present a request for consideration.
- Residents may appear at a Committee meeting to observe the discussion of any scheduled appeal. Subject to the discretion of the Committee chairperson, audience members may be permitted to speak supporting or opposing any scheduled appeal.

VII. STREET HUMP REMOVAL AND ALTERATION

- The process for requesting street hump removal or alteration by residents is the same as the process for installation. A survey must be submitted to the City with at least 80% of the homes in the survey area supporting the requested removal or alteration. The cost of removal/alteration must be paid by the requestors.

VIII. DESIGN STANDARDS AND POLICY PROCEDURES

- The Public Works Department shall prepare and maintain design standards for street humps installed through this policy.
- This policy will be reviewed in two-year intervals with the first review being performed one year after the installation of the first street hump installed under the provisions of this policy. Review and revision of this policy may also occur prior to the scheduled review date at the discretion of the City Council and staff.