

# Traffic Calming Policies and Procedures

Traffic Calming is the overall term for enhancements made to residential streets in order to encourage vehicles to drive the speed limit. On a larger scale, it may include reconstruction of the streets in question to add physical features such as speed humps, traffic circles, traffic tables, etc. Escambia County currently offers three types of traffic calming programs: Municipal Services Benefit Unit (MSBU), Neighborhood Enhancements – Multiple Roads, and Neighborhood Enhancements – Existing Devices. Each request received is reviewed by staff to determine which one of three categories it would best fall under.

## 1.0 - Purpose:

Escambia County continually strives to improve the quality of life in residential areas. Traffic conditions on residential streets can greatly affect neighborhood livability. Speeding traffic and unnecessary through-traffic in neighborhoods can create safety hazards on residential streets.

The three programs that Escambia County offers all involve citizen participation. Our goal is to give the people who live in the project area the opportunity to become actively involved in the planning and decision making process.

## 2.0 - Scope:

### MSBU Program (Single Road)

Under this program, residents are responsible for payment and are billed along with other property taxes each November. This program is used for projects that are limited to one roadway or road segment.

Requirements for the MSBU:

1. Must be classified as a local street and have a daily traffic volume of less than 3,000 vehicles per day. If the roadway has a volume of 3,000 or more vehicles per day, it may require additional studies for approval.
2. Must not have a posted speed limit greater than 30 mph.
3. Depending on the nature of the request, speed studies/counts may be required.

Procedures for the MSBU:

1. Traffic will conduct a cursory review to ensure the area meets the project requirements. If requirements are met, the requestor is referred to the Office of Management & Budget (OMB).
2. Traffic provides an estimate of the construction cost to OMB.

3. The OMB handles the petition portion of these types of requests. Requester follows the procedures of the MSBU policy.
4. The OMB handles the Board Recommendation and sets up the MSBU.
5. Once this has been completed, the OMB will advise Traffic staff that the project is ready to proceed with construction.

### **Neighborhood Enhancement – Multiple Roadways / Multiple segments - MSBU Traffic Calming Waiver**

These types of projects are funded through Local Option Sales Tax. These projects utilize a neighborhood approach and the project limitations include installing improvements on two or more roadways or roadway segments. Projects that fall under this category require BCC approval to waive the MSBU Policy.

Requirements for the Neighborhood Enhancement – Multiple Roadways - MSBU Waiver:

1. Project area must consist of two or more roadways or roadway segments.
2. Must be classified as local streets and have a daily traffic volume of less than 3,000 vehicles per day. If the roadways have a volume of 3,000 or more vehicles per day, it may require additional studies for approval.
3. Must not have a posted speed limit greater than 30 mph.
4. Depending on the nature of the request, speed studies/counts may be required.
5. Area must have an organized group such as a “Homeowners Association” or a “Neighborhood Watch”.
6. Must hold three community meetings.

Procedures for the Neighborhood Enhancement – Multiple Roadways – MSBU Waiver:

1. The organized group/unit must send a written request to the Escambia County Transportation and Traffic Operations Division requesting specific traffic issues to be addressed.
2. Three community meetings are required and the Traffic Division will schedule the first (kick-off) meeting
  - a. First Meeting
    - Residents meet with Traffic staff to review requests and review traffic patterns in the neighborhood.
    - Requestor must submit an informal petition with at least 66% of signatures from property owners abutting the roadway in support of additional traffic calming devices.
  - b. Second Meeting (scheduled by Group)

- Traffic staff presents a proposed solution to the residents/requesting support from the group.

c. Third Meeting (scheduled by Group)

- Traffic staff presents a PowerPoint with final recommendation.

4. A letter is sent to all property owners within the project area advising of proposed location for traffic calming devices and requesting a response within 10 calendar days. No response indicates agreement with the proposed locations. 5. Traffic staff submits a BCC Recommendation requesting that the Board waive the MSBU Policy. 6. Once BCC approves the waiver, staff moves forward with the implementation of the neighborhood enhancement improvements.

a. First Meeting

- Residents meet with Traffic staff to review requests and review traffic patterns in the neighborhood.
- Requestor must submit an informal petition with at least 66% of signatures from property owners abutting the roadway in support of additional traffic calming devices.

b. Second Meeting (scheduled by Group)

- Traffic staff presents a proposed solution to the residents/requesting support from the group.

c. Third Meeting (scheduled by Group)

- Traffic staff presents a PowerPoint with final recommendation.

**Neighborhood Enhancement (existing devices on roadway)**

These types of projects are funded through Local Option Sales Tax. These roadways currently have existing traffic calming devices and request is made for additional enhancements. A waiver of the MSBU Policy is not required; therefore BCC approval is not required.

Requirements for the Neighborhood Enhancement (existing devices on roadway):

1. Must have existing traffic calming on roadway(s) or road segment(s) within the neighborhood.
2. Requestor must submit a signed petition with 66% of signatures from property owners abutting the roadway in support of additional traffic calming devices.

Procedures for the Neighborhood Enhancement (existing devices on roadway):

1. The requestor must send a written request with petition to the Escambia County Transportation and Traffic Operations Division requesting additional traffic calming with a detailed rationale.
2. Traffic staff reviews the area determining whether additional traffic calming devices are necessary and, if so, the proposed locations of such devices.
3. Traffic staff evaluates the petition to ensure requirements have been met.
4. A letter is sent to all property owners within the project area advising of proposed location for traffic calming devices and requesting any negative response within 10 days.
5. If no response, Traffic staff will move forward with implementation. If a negative response is received from 33% or more of the property owners, further studies and/or community meetings will be conducted.