RESOLUTION NO. 2013-11-78

STATE OF GEORGIA
COUNTY OF FULTON

A RESOLUTION TO APPROVE AND ADOPT THE 2013 TRAFFIC CALMING MANUAL BY MAYOR AND CITY COUNCIL, FULTON COUNTY, CITY OF SANDY SPRINGS, GEORGIA

WHEREAS, it is necessary, from time to time, to establish policies, procedures and guidelines consistent with the administration of a municipal government consistent with the US Constitution, Federal Statutes, alignment with Federal, Georgia's State Constitution, and the Charter for the City of Sandy Springs; and

WHEREAS, the City Manager directed the Department of Public Works to develop standard policies for recurring matters, to establish appropriate internal controls and legal compliance, and to provide for an efficient and effective means to serve constituents and.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA

That they approve and adopt the 2013 Traffic Calming Manual as attached hereto for Fulton County, Sandy Springs, Georgia.

RESOLVED this the 19th day of November, 2013.

Approved:

Eva Galambos, Mayor

Attest:

Michael Casey, City Clerk

(Seal)

NEIGHBORHOOD

TRAFFIC CALMING

MANUAL

Public Works Department

Policy and Procedure
Adopted October 21, 2008
Amended November 19, 2013

1.0 Application and Intent

The desire to find shorter routes and increased congestion on arterial and collector streets may encourage drivers to seek alternate routes. These routes may include local or neighborhood streets, and some neighborhoods have experienced increased traffic volumes and speeding that may negatively impact pedestrians, bicyclists and other motorists.

Traffic calming techniques may offer ways to help restore neighborhood streets to a more livable condition. The Institute of Transportation Engineers (ITE) 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." Traffic calming techniques can influence motorists to drive more slowly, to drive with more care, and in some cases, to divert to more appropriate routes. These techniques may help to restore a sense of livability and safety to neighborhood streets.

Traffic calming techniques can generally be classified as physical devices or psychological devices. Physical devices interrupt the flow of traffic by changing the street's direction or by breaking the road into smaller visual units using techniques such as chicanes, splitter islands, roundabouts, mini-roundabouts and traffic circles. Psychological devices change the psychological feel of the street using different surface types, vertical landscaping, or narrowed lanes create space for a more pedestrian-friendly environment. These psychological changes give motorists clues that they are no longer on a major roadway but are in a different environment that is shared with pedestrians and bicyclists.

2.0 Request, Installation and Removal Process

2.1 NEIGHBORHOOD TRAFFIC CALMING REQUEST PROCESS

A. A Homeowners Association (HOA), neighborhood group, or individual (if no HOA exists) may submit a request for the City to investigate speeding, cut-through traffic, or related safety problems. All requests must be submitted in writing to Public Works explaining the traffic concerns of the community. In order for any traffic calming measures to be considered, the requested local street must meet the minimum safety requirements as established in Section 3. An application is contained in the Appendix of this policy.

B. The City will conduct an initial meeting with the applicant to review the perceived problems, discuss what traffic calming measures could address the problems, define the "Area of Impact," and discuss in detail the process the applicant must complete for the implementation of traffic calming measures.

C. The Public Works Department will undertake a traffic study to verify compliance of the request with Section 3 related to the minimum safety standards. Potential

treatment methods and locations will be identified. Once complete, the traffic study will be presented to the applicant and stakeholders for discussion and potentially further action. If the minimum safety or operational requirements are not met, the Department will inform the applicant in writing and will continue to monitor the area.

D. If the minimum safety criteria are met, staff will work with the applicant to determine the traffic calming measures that will mitigate the problem and can be supported by the residents in the Area of Impact. An opinion of cost will be provided for inclusion in the petition process and will represent the expected cost of implementing the measures based on past history. The actual cost to install a measure will depend on contractor quotes/bids and may vary.

E. The properties within the Area of Impact must show support for the proposed solution by submitting a petition to Director of Public Works for verification. Once the petition is verified, a score will be developed for the request, and the Public Works staff will submit a recommendation to the City Manager.

F. The traffic calming project list is updated and presented to the City Manager on a quarterly basis for funding and implementation. Projects are presented in order based on the submission date of the completed application.

G. If directed by the City Manager, Public Works staff will develop a final project design and cost which will be presented to the applicant and stakeholders.

H. Once the applicant and properties within the Area of Impact can provide the matching funding, the final design and cost will be presented to the City Manager for consideration of approval and funding.

2.2 PLAN DEVELOPMENT

Citizen participation is an essential ingredient in the development and implementation of a successful neighborhood traffic calming plan. Neighborhood residents offer insight into the nature and extent of traffic and safety problems. Residents are most directly affected by the problems and potential mitigating measures and are frequently the source of innovative solutions. Staff will work with the applicant and the properties within the Area of Impact to identify the problems, review the results of the study, and present potential solutions. Further, the plan must incorporate an agreement between the City and an appropriately organized entity representing the properties within the Area of Impact to cover further costs of maintenance of the device in a form to be approved by the City Attorney.

2.3 NEIGHBORHOOD PETITIONS

The City of Sandy Springs requires that there be wide support from the community for implementing traffic calming in neighborhoods. The impacted property owners as defined by the City in the "Area of Impact" shall be contacted and given an opportunity to sign a petition, indicating their opinion concerning the installation of a traffic calming

measure and the associated cost. Any abstention or indication other than a "yes" will be considered a "no."

All owners must sign the petition individually, including owners of undeveloped lots. Renting tenants are not an acceptable substitute for the legal homeowner. A spouse's signature will not be acceptable if he or she is not the legal owner. If both husband and wife are joint legal owners, both signatures are required. A "Mr. and Mrs." signature is not acceptable.
At least 75% of the homeowners in the Area of Impact must vote in favor of installing the traffic calming measures for the petition to be accepted. The percentages will be calculated, based on individual lots where the owners sign affirmatively, divided by the total number of lots in the area of impact . Each lot counts as only one lot regardless of the number of owners signing. The Area of Impact (limits of the affected land owners) will be provided by the Sandy Springs Public Works Department based on the definition in Section 2.4.

If a neighborhood has a HOA or other legal mechanism allowing a group less than the previously stated required percentages to represent their position, this mechanism may replace the petition process as approved by the City Manager after consultation with the City Attorney.

The completed petition must be returned to Public Works where it will be verified against tax records, land lot and parcel maps to ensure that it meets all requirements. The petition will be presented to the City Manager for action. Public Works and the City Manager reserve the right to set a reasonable expiration date on petition signatures.

2.4 AREA OF IMPACT DEFINITION CRITERIA

The Area of Impact is defined as:

A. Every parcel having frontage on the street segments within the project area, and
B. Every parcel on cross streets up to the next major intersecting street that must use the project street as its primary access.

2.5 COST SHARING

The City will fund 50% of the cost, and the neighborhood will fund 50% of the cost necessary for construction of the preferred devices and the execution of the agreement. Funding available for traffic calming will be dependent on the City's budget for the current fiscal year. In cases where the neighborhood would like to pay 100% of the cost of the installation of the traffic calming devices and they meet the criteria set forth in this document, the City may grant them permission to proceed with the installation of the traffic calming devices. City staff will act as program manager and will have the final decision as to the location of the measures.

2.6 IMPLEMENTATION

With approval of the plan by the community, funding in the City's budget, and payment of 50% of the fees, City staff will initiate the design and implementation process for the proposed traffic calming measures.

2.7 REMOVAL OF A TRAFFIC CALMING DEVICE

A traffic calming device may be removed under this policy. The process is similar to the process for installation of a new device but only includes an application, initial meeting, a petition with 75% support and a 50% neighborhood cost share.

A traffic calming device may be removed at the City's discretion if the device does not meet the minimum Traffic Calming Safety and Operational Warrants as defined in Section 3. If the removal was justified in this manner, no cost will be borne by the applicant.

3.0 SAFETY AND OPERATIONAL WARRANT CRITERIA

Potential traffic calming treatment locations must meet ***all*** of the minimum safety requirements as defined below to be considered for traffic calming installation. If a location does not meet ***all*** the criteria, it cannot be considered for traffic calming.

3.1 TRAFFIC CALMING SAFETY WARRANTS

A. Streets must be classified as minor streets and shall have a posted speed limit less than or equal to 30 mph. Streets classified as collector or arterial streets are not eligible for traffic calming.
B. The minimum length of the roadway must be greater than 1,000 feet.
C. At least 1,000 feet of each street must have grades less than 7%.
D. The minimum centerline radius must be greater than 375 feet at the location of the device for a 25 mph speed limit and 450-foot radius for a segment with a posted speed limit of 30 mph.
E. Traffic calming measures must meet the minimum sight distance criteria per the Sandy Springs Development Ordinance, Section 103-77.
F. Bicyclist and pedestrian access must be preserved.
G. Traffic calming measures should not divert traffic to other minor streets within the study area.
H. Traffic calming measures shall not impede the flow of stormwater to an appropriate outfall.
I. Traffic calming measures will be signed and striped according to governing laws, standards and policies as determined by the City.
J. Device spacing shall comply with design standards as determined by the City.

4.0 ALTERNATIVE TREATMENTS FOR TRAFFIC CALMING

Some locations will not meet the safety criteria for traditional traffic calming measures, however may meet some or all of the operational warrants. In this situation, an alternative treatment may be considered consisting of the installation of a radar speed feedback sign, enhanced pavement markings or other alternative measures as defined herein. Sections 1 and 2 of the Traffic Calming Policy outlined above remain fully in-force for the entirety of Section 4, Alternative Treatments for Traffic Calming. Section 3, Safety and Operational Warrant Criteria is modified as described in each section below.

4.1 RADAR SPEED FEEDBACK SIGNS (RSFS) WARRANTS

RSFS is intended to make drivers aware of excessive speed and encourage speed reduction by providing immediate positive reinforcement for an appropriate response, the reduction of speed. A location must demonstrate excessive speeding to be considered for the installation of a RSFS.

A. Required Warrants (Must Meet All Criteria)
   1. A sign may be considered when the observed 85th percentile speed at a site exceeds the posted speed limit by 8 mph or more.
   2. A sign can be considered if the location has a minimum of 400-foot line of sight distance.
   3. The posted speed limit must be 35 mph or greater.
   4. The average daily traffic volume must exceed 2,000 vehicles per day.

B. Operational Warrants
   RSFS may be considered when all Required Warrants are met and the some or all of the following Operational Warrants are met. Compliance with any or all of the above criteria does not necessarily guarantee approval of the application. The installation of an RSFS will always require an engineering study to determine the necessity and feasibility of installation.

   1. The observed mean speed at a site exceeds the posted speed limit by 5 mph or more.
   2. There have been a minimum of three documented vehicle/bicycle or pedestrian crashes per year over the past two years.
   3. Is located within ¼ mile of a school zone or park.
   4. The 85th percentile speed in a school zone or park area exceeds the posted speed limit by 8 mph or more.
   5. The observed mean speed in a school zone or park area exceeds the posted speed limit by 5 mph or more.
   6. The location is where a speed transition zone exists (high to low speed).
   7. The location is where a curve speed warning advisory sign exists (high to low speed) with documented accidents of three per year for the past two years.

8. A temporary sign may be considered when the observed 85th percentile speed in a temporary work zone exceeds the posted speed limit by 8 mph or more.
9. A temporary sign may be considered when the observed mean speed in a work zone exceeds the posted speed limit by 5 mph or more.

4.2 NEIGHBORHOOD SELF IMPROVEMENT PROGRAM

The purpose of the Neighborhood Self Improvement Program is to offer a mechanism for residents to provide additional traffic control devices that are not warranted per City policies, guidelines and programs but do not violate the safety of pedestrians, vehicles or other transportation infrastructure and its intended use. The following examples describe application of this program, but are not intended to be all inclusive.

A. Pavement Marking and Raised Pavement Markers
Should a neighborhood desire pavement markings or raised pavement markers on a minor street, the measures can be employed provided the applicant meets all criteria established in Sections 2.1, 2.3, and 2.4, of this Manual.

1. Pavement markings and raised pavement markers will be applied according to governing laws, standards and policy as determined by the City.
2. Device spacing shall comply with design standards as determined by the City.
3. The City shall negotiate, contract, and implement all work to be completed within the public rights-of-way.

B. Alternative Measures
Alternative Measures may be considered under Section 4.0 of this manual, including cul-de-sac terminations of minor streets, enhanced signage and/or other undefined measures. The City shall consider all measures that comply with the appropriate safety guidelines as determined by the Director of Public Works and are supported by the City Public Safety officials.

4.3 PROJECT APPROVAL

The Public Works Director shall review neighborhood requests and determine if a measure shall be considered for implementation. No neighborhood shall commission or otherwise direct any construction activity within the right-of-way of the City or State.

4.4 PROJECT FUNDING

The neighborhood shall pay 100% of all costs including but not limited to the design, materials and installation of any measures implemented under Section 4.0 of the manual. The City will prepare contracts and/or utilize existing City vendor contract prices to determine the project cost. The City will begin work when the full payment is received from the neighborhood.

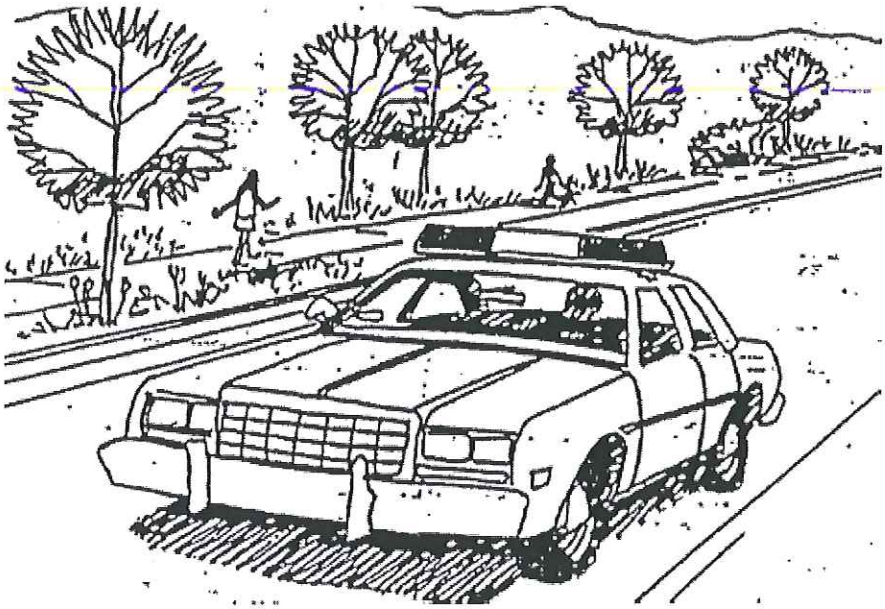
APPENDIX:

EXAMPLES OF

TRAFFIC CALMING DEVICES

TRADITIONAL ENFORCEMENT

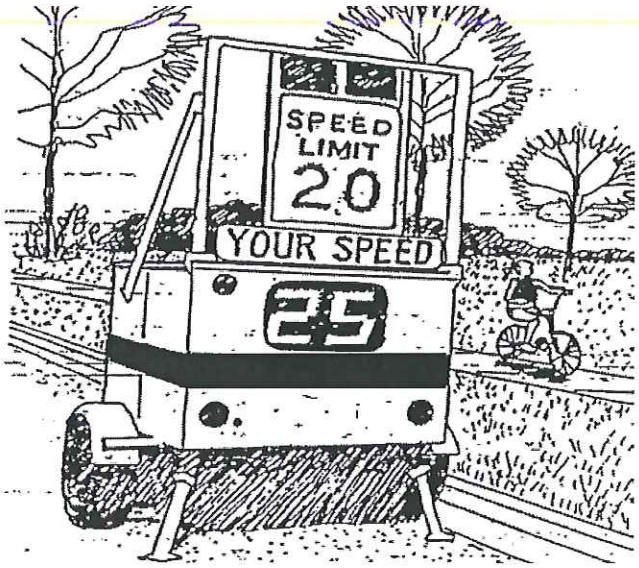
Traditional police enforcement includes monitoring speeding and other violations.



Advantages	Disadvantages
1. Good temporary public relations tool. 2. Serves to inform public that speeding is undesirable behavior for which there are consequences.	1. Effect is not permanent. 2. Enforcement is an expensive tool

SPEED MONITORING TRAILER

A speed monitoring trailer indicates the posted speed limits and the speed limit of the vehicle to advise motorists of their speed.



Advantages	Disadvantages
1. Educational tool. 2. Public relations tool. 3. Useful especially in school and construction zones where spot speed reduction is important.	1. Requires periodic enforcement. 2. Effective for limited duration. 3. Unit moves frequently which requires personnel.

STRIPING

Pavement markings and raised pavement markers delineate travel lanes.

Advantages	Disadvantages
1. Low cost. 2. Edge line striping impact average vehicle speed by about 2 MPH	1. Striping and raised pavement markers are semi-permanent in nature. Removal of the measures damage the asphaltic surface of the street therefore, once installed, the measures will remain until the street is repaved. 2. Centerline striping and raised pavement markers have no effect on the speed at which vehicles travel. 3. Striping of minor streets can increase the daily traffic volumes and increase cut-thru traffic as the road appears to be a major route 4. Raised pavement markers create substantial noise that may disturb people and wildlife within proximity of the devices

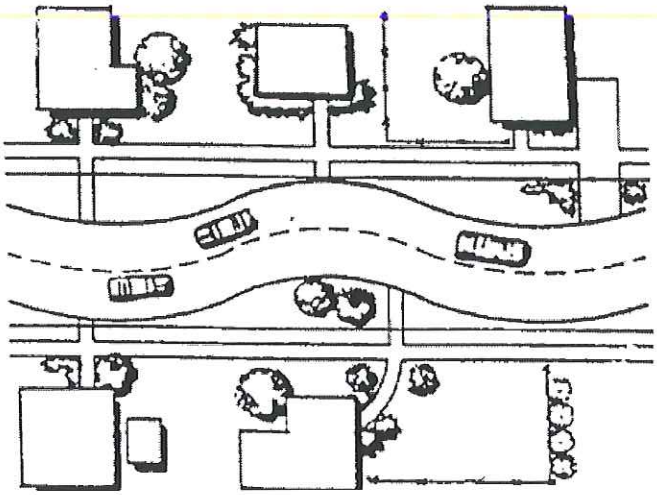
RADAR SPEED FEEDBACK SIGNS (RSFS)

RSFS alert drivers to posted speed and their actual travel speed providing real-time feedback on non-compliance to posted speed limit.

Advantages	Disadvantages
1. High cost at about $12,000 per unit 2. Highly visible	1. Ongoing Maintenance is required 2. Limited effectiveness with about a 4 MPH reduction in average speed

CHICANES

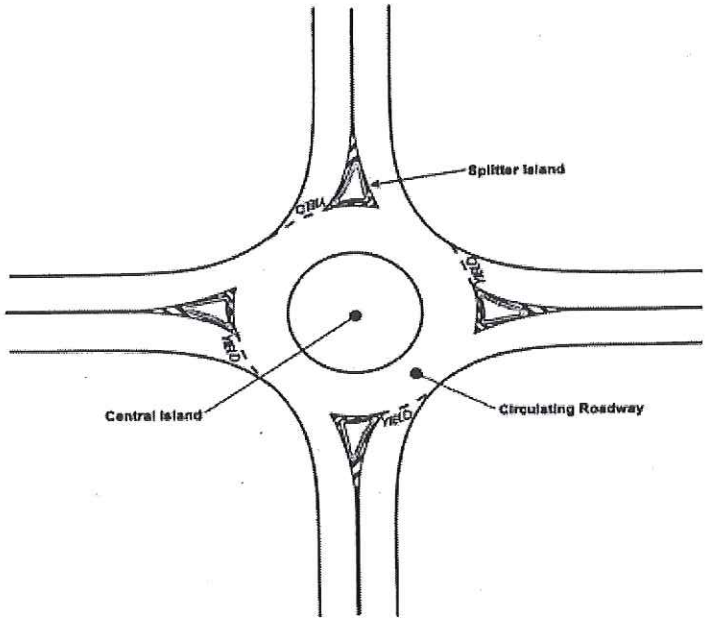
Chicanes are mainline deviations to deter the path of travel so that the street is not a straight line. Chicanes are created by the installation of offset curb extensions.



Advantages	Disadvantages
1. Imposes minimal inconveniences to local traffic. 2. Provides large area for landscaping maintained by residents. 3. Provides a greater visual obstruction. 4. Cost of device is limited by length. 5. A very effective method of changing the conflicts and initial impression of the street. If done correctly drivers will not be able to see through (appears as a road closure yet allows through movement.) 6. Accepted by public as a speed control device. 7. Aesthetically pleasing. 8. Reduces speed without significantly impacting emergency response.	1. Increases the area of landscaping to be maintained 2. Cost is greater than many other devices. 3. May create opportunities for head-on collisions

ROUNDABOUTS

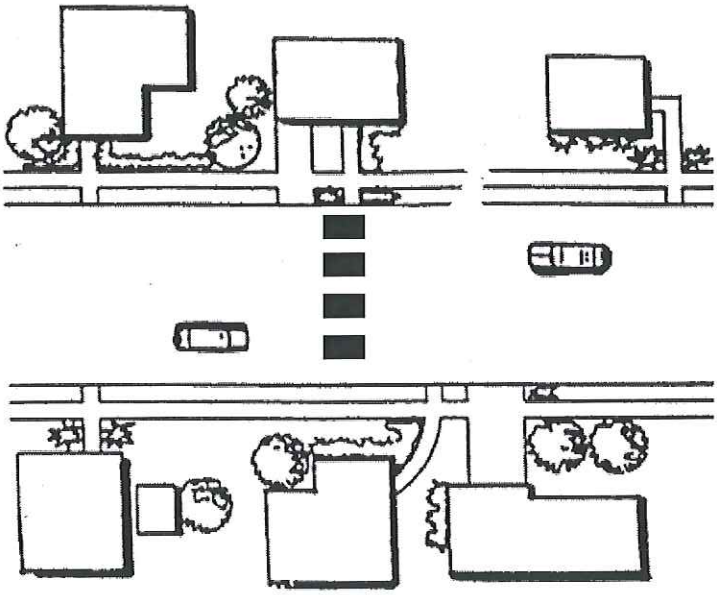
Roundabouts are raised circular areas placed at intersections. Drivers travel in a counterclockwise direction around the circle. Modern roundabouts are "yield upon entry"; meaning that cars in the roundabout have the right-of-way, and cars entering the roundabout must wait to do so until the path is clear. When a roundabout is placed at an intersection, vehicles may not travel in a straight line.



Advantages	Disadvantages
1. Substantially safer for vehicles and pedestrians than signalized intersection. Reduces the number of conflict points at intersections. 2. Reduces speed at intersection approach. 3. Provides space for landscaping. 4. Effective at multi-leg intersections. 5. Provides equal access to intersections for all drivers. 6. Operates more efficiently than a traditional intersection 7. Does not restrict movements. 8. Provides a good environment for cyclists and pedestrians.	1. May be restrictive for larger vehicles. 2. Will require additional signage. 3. Expensive to construct. 4. Additional right-of way may be required. 5. Initial safety issues as drivers adjust. 6. Maintenance responsibility if landscaped. 7. May impact drainage.

SPEED CUSHIONS

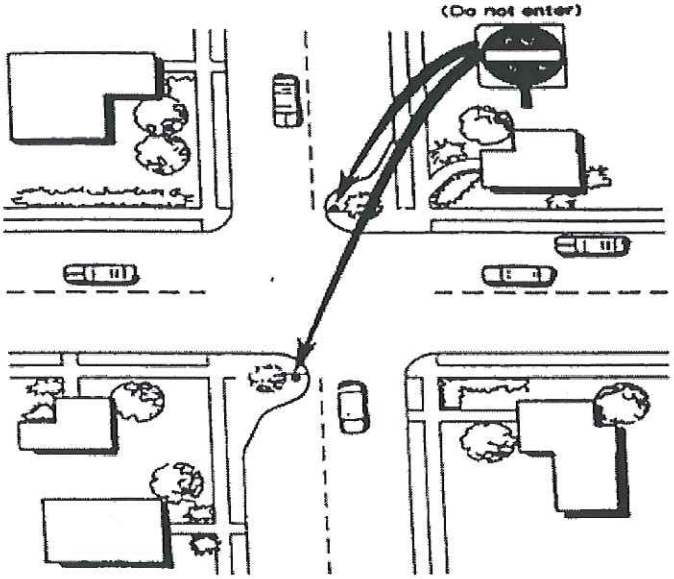
Speed cushions are raised areas in the pavement surface extending transversely across the travel way in segments. Speed cushions are similar to speed humps, but they spaced to allow fire vehicles to straddle the cushions. This has less impact on response time than speed humps.



Advantages	Disadvantages
1. Self enforcing. 2. Relatively inexpensive 3. Slows traffic 4. Can be removed and replaced when repaving the street 4. Does not impact emergency response time of fire trucks and other large vehicles	1. Can increase noise and pollution. 2. Increased maintenance. 3. Impacts emergency vehicle response time for all cars.

PARTIAL STREET CLOSURE

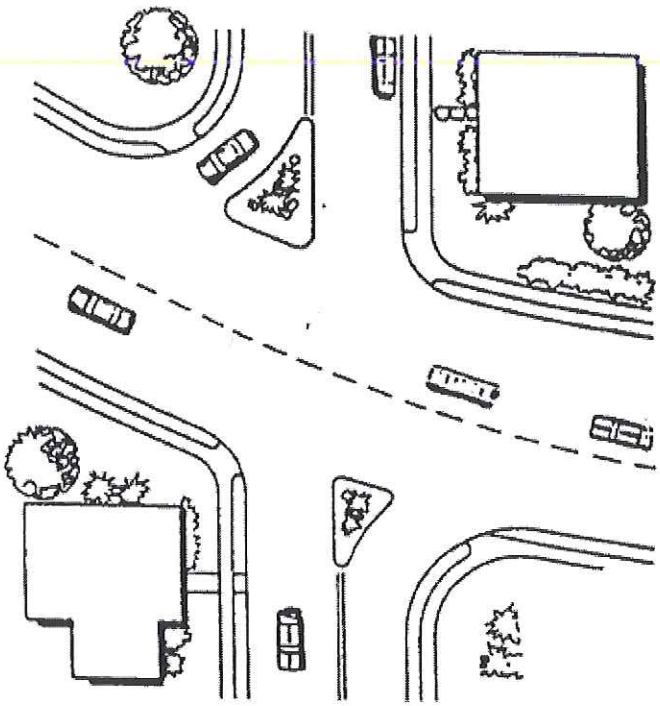
A partial street closure is a physical blockage of one direction of traffic on a two-way street. The open lane of traffic is signed "One Way," and traffic from the blocked lane is not allowed to enter.



Advantages	Disadvantages
1. Reduces through traffic in one direction. 2. Allows two-way traffic in the remainder of the street. 3. Provides safer street crossings for pedestrians. 4. Provides space for landscaping. 5. Can be designed to provide 2 way access for bicycles.	1. May increase trip length for some residents. 2. Expensive to construct and maintain street. 3. Could affect drainage. 4. Reduces access for residents. 5. Emergency vehicles have to proceed with care. 6. Compliance is not 100% 7.Could limit access to commercial buildings and schools

CHANNELIZATION

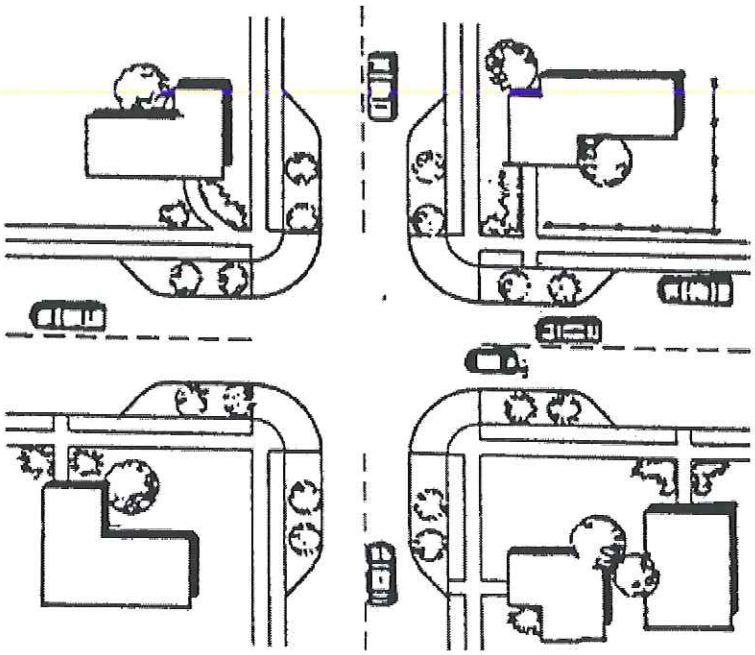
Channelization uses raised traffic islands to prevent certain turning movements at an intersection.



Advantages	Disadvantages
1. Changes driving patterns. 2. May reduce cut through traffic. 3. May be attractive if landscaped.	1. May increase trip length for some drivers. 2. Aesthetically unattractive if not landscaped. 3. Maintenance responsibility if landscaped. 4. Expensive to construct.

NECKDOWN

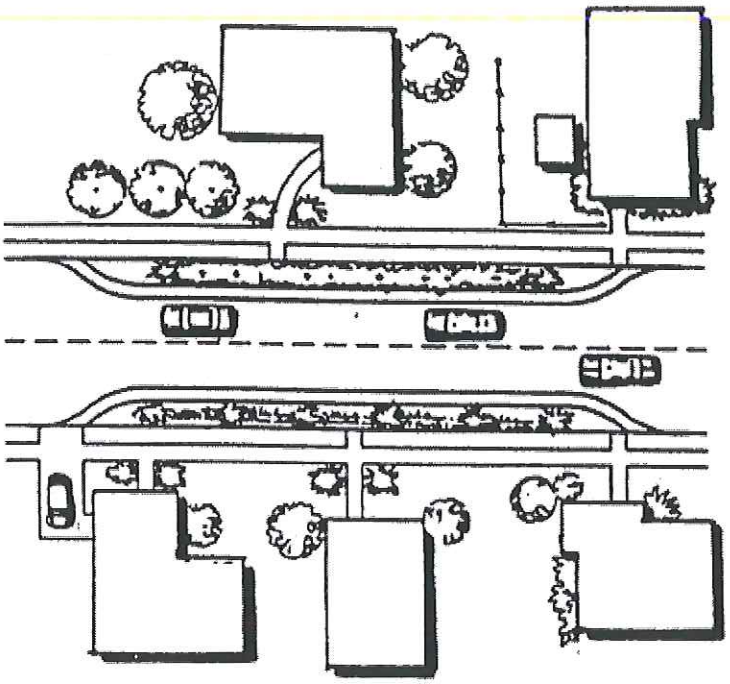
A neckdown is a physical reduction of road width at intersections.



Advantages	Disadvantages
1. May reduce approach speeds. 2. May be aesthetically pleasing if landscaped. 3. Shortens pedestrian crossing distance. 4. Can be used in multiple applications.	1. Unfriendly to cyclists unless designed for them. 2. Landscaping may cause sight line problems. 3. Increased maintenance if landscaped. 4. Expensive to construct. 5. Possible drainage problems.

LANE NARROWING or STREET NARROWING

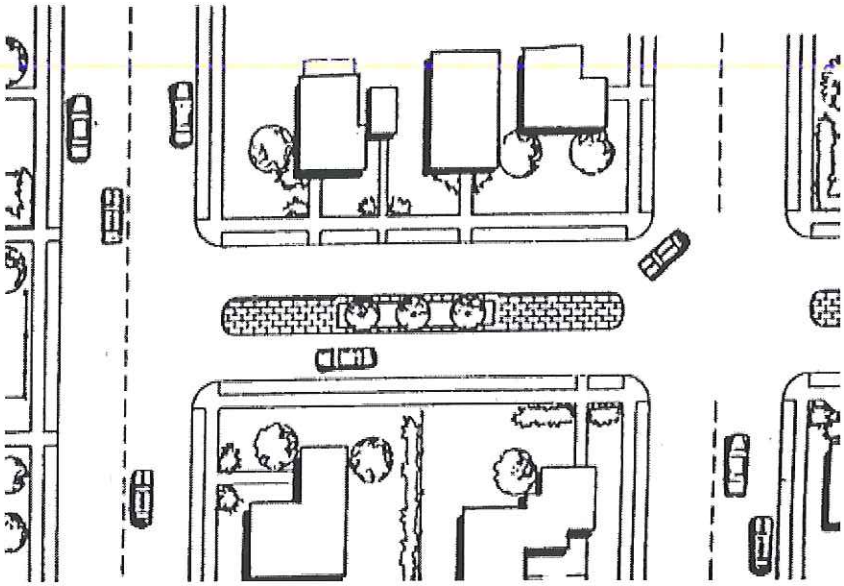
Lane or street narrowing physically narrows the street or gives the illusion of narrowing the street.



Advantages	Disadvantages
1. Provides space for landscaping. 2. Good for pedestrians due to shorter crossing 3. Slows traffic without seriously affecting emergency time. 4. Effective when used in series.	1. Partially effective as a visual obstruction. 2. Unfriendly for cyclists. 3. Possible drainage concerns. 4. Potential driveway conflicts. 5. Expensive to construct and maintain.

TRAFFIC MEDIAN

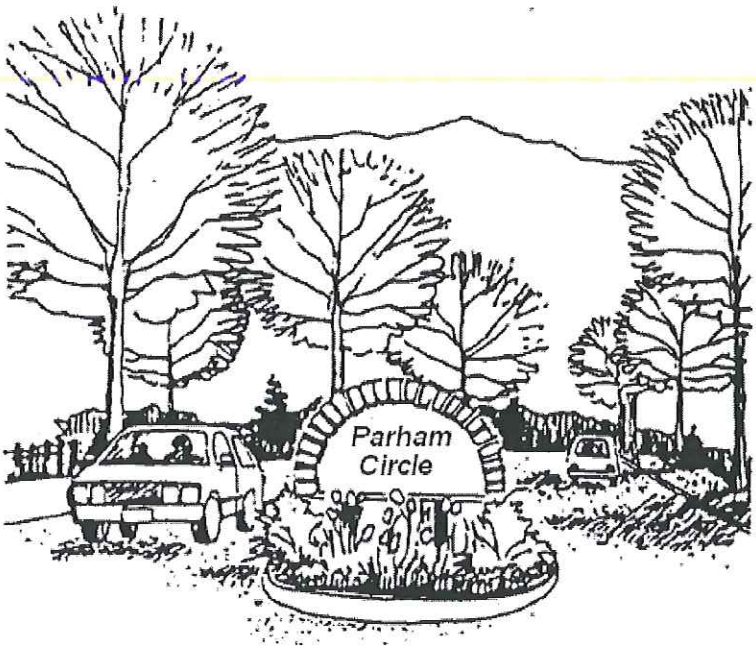
A median is an island or barrier in the center of a street that serves to separate traffic.



Advantages	Disadvantages
1. Provides a refuge for pedestrians and cyclists. 2. Provides a barrier between lanes of traffic. 3. May be attractive if landscaped. 4. Narrows pavement width.	1. May reduce sight lines if over landscaped. 2. Possible driveway conflicts. 3. Maintenance responsibility if landscaped. 4. Expensive to construct. 5. May reduce access for residents. 6. Eliminates on street parking.

NEIGHBORHOOD IDENTIFICATION ISLAND

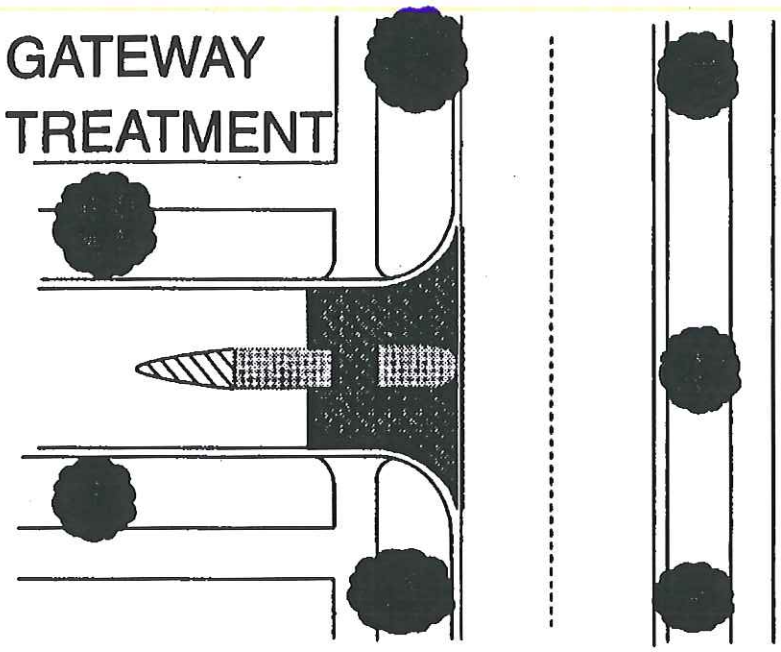
A neighborhood identification island may include a sign, landscaping or other structure to help communicate a sense of neighborhood identity.



Advantages	Disadvantages
1. Alerts drivers to a change to a residential roadway environment. 2. Reduces entry speed. 3. Provides space for landscaping the median. 4. Helps give neighborhood a sense of identity.	1. Additional right of way may be required for roadway environment. 2. Expensive to construct. 3. Maintenance responsibility if landscaped.

GATEWAY TREATMENTS

Gateway treatments may include decorative entrances or pavement textures indicating transition from one area to another.



Advantages	Disadvantages
1. Versatile and individualized for each neighborhood. 2. Aesthetically pleasing. 3. Easy implementation. 4. Creates context change to the area promoting slower vehicle speeds	1. Limited utility in speed reduction 2. Can be problematic for bicyclists

TRAFFIC CALMING APPLICATION FORM

Contact Name: _____

Phone: _____ Email: _____

Address: _____ Zip Code _____

Description of Traffic Concerns and Requests:

_____

_____

_____

_____

_____

_____

This completed application form should be sent to:

Public Works Department
City of Sandy Springs
7840 Roswell Rd, Suite 500
Sandy Springs, Ga. 30350

Office Use Only:

Project Number _____ **Date Application Received** _____

Date Traffic Study Completed _____

Date Councilperson Contacted _____

Date of Neighborhood Workshop _____ **Date Petition Received** _____

Funding Source(s) _____

Date Project Design Complete _____ **Date Construction Complete** _____

TRAFFIC CALMING PETITION FORM

We, the undersigned residents of the _____

Neighborhood defined within the Area of Impact, approve the installation of the proposed traffic calming techniques being identified as:

_____

NOTE: Implementation of Traffic Calming Techniques could affect Emergency Vehicle response times.

Please list all addresses in the petition area. Each property owner listed on the deed MUST sign the petition.

Name(print)	Signature	Address	Phone #