City of Hudson, Summit County, Ohio

Traffic Calming Policy & Procedures

Dated: October 21, 2016

INTRODUCTION & DEFINITIONS:

The City of Hudson, Ohio is an incorporated community and is located approximately mid-way between the City of Akron and the City of Cleveland metropolitan areas in northeast Ohio. The Hudson community consists primarily of residential neighborhoods, along with a historical central business district and several industrial developments located in the outlying areas of the City. The City has approximately 183 centerline miles of roadway and approximately 25 square miles of incorporated area. Like most communities across the country, the city had a large amount of residential subdivisions constructed in the late 1980's and through the early 2000's. Most of these roadways utilized traffic planning techniques in order to help reduce traffic speeds and excessive cut-through traffic within neighborhoods, without negatively impacting the emergency services or their response times. Developments prior to these years did not utilize these planning techniques and most were designed on a grid pattern design, which allowed for more cut-through traffic and excessive speeds from arterials and collectors.

Prior to this policy being drafted in 2016, the City did not have a standard policy for responding to citizen issues regarding traffic calming requests. The few permanent traffic calming measures within the local streets of the City have been installed in close proximity to local schools, parks, & neighborhoods adjacent to business districts with potentially high volumes of cut-through traffic. This was a "loose standard" for traffic calming, so the City decided that a more structured policy was needed to appropriately respond to requests for traffic calming measures within the community.

The City of Hudson, Ohio traffic calming policy and procedure provides a process to respond to citizen's concerns regarding traffic calming issues in a structured and fair approach. Traffic conditions, excessive speeds and excessive through traffic that may consistently be using residential street networks affect the safety of our neighborhoods and the objective of this policy is to aid in reducing these issues.

The policy and procedure is for sensible traffic calming measures through implementation of a standard request format; evaluation process; recommendations; and the possible implementation of traffic calming measures, that the City shall use as a guideline. Neighborhood areas in which the traffic calming measure is being requested shall follow the attached flowchart and outline in this policy in order to be the safest, most effective, and the most prudent use of City funds to correct the traffic issue.

The citizen's participation is a very important component in the traffic calming process and the city staff will communicate with the various neighborhood groups or citizen(s) that request a traffic calming measure throughout the process.

General information & Definitions:

1. This "Policy" applies to the traffic calming review process within the City of Hudson, Ohio.
2. The term "City" refers to the City of Hudson, Ohio including all departments and personnel.
3. The term "Committee" refers to the City of Hudson Traffic Safety Committee.
4. The term "Citizen" refers to the general public, neighborhood association, or motorist.
5. The term "petition" refers to the safety petition and process as identified in the City Codified Ordinance.
6. The policy and procedures for traffic calming shall apply on EXISTING residential local and collector streets only, with a maximum speed of 25 miles per hour, since these streets are multi-purpose type facilities shared by pedestrians, cyclist, automobiles, and other vehicles.
7. The term "Local residential collector streets" – refers to traffic from local residential roads and funnels them to the arterial network.
8. The term "Local residential streets" - generally classified by default once all arterial and collector roadways are identified, the remaining roadways are classified as the local roads.
9. This policy shall be in conformance with the Ohio Manual of Traffic Control Devices, and the Institute of Transportation Engineers (ITE) Traffic Calming Manual, current editions.
10. The term "arterial" – typically emphasizes a high level of traffic mobility and a low level of property access. Arterials accommodate relatively high levels of traffic at higher speeds than other functional classes and serve longer distance trips. Arterials also serve significant intra-area travel, such as between central business districts and outlying residential areas, between major inner city communities or major suburban centers. Arterial streets carry important intra-urban as well as intercity bus routes.
11. The term "collector" – typically balances traffic mobility and property access. Collector streets provide land access and traffic circulation within residential neighborhoods, commercial and industrial areas. Collector streets also collect traffic from local streets in residential neighborhoods and channel it into the arterial system.

OBJECTIVES:

The objectives of this policy are to provide a clear set of guidelines for traffic calming measures within residential neighborhoods in the City of Hudson. The objectives include, but are not limited to:

- Reducing excessive vehicular speeds;
- Reducing the number and severity of motor vehicle crashes;
- Discouraging excessive through traffic within neighborhoods;
- Reducing the need for traffic enforcement monitoring;
- Effectively balance traffic calming needs with emergency services vehicle response times;
- Encouraging citizen involvement in the traffic calming program and the perpetuation of any lasting solution in order to improve the overall quality of life in the area;
- Minimizing the adverse impacts of causing traffic to divert from one street to another street;
- Improving the safety for all modes of transportation on residential city streets (i.e. pedestrian, cyclist, and motor vehicles.).
- Improving driver behavior, concentration, and awareness.

Please note that traffic calming measures on every street are NOT the answer and engineering solutions will not produce sufficient results only by themselves. Successful traffic calming will be achieved with a policy which incorporates one or more of the following attributes: (Also known as the three E's.)

Education – It is essential that citizens understand the need to obey the posted speed limits and traffic signs. When there is a perceived speeding problem within a neighborhood, the residents or their visitors within the neighborhood are commonly contributing to the issue. Education can occur by reminding the residents and their visitors within the neighborhood of the traffic laws which can be done by means of posting reminders on the City website, utility bills, social media, mobile electronic message boards, association emails and brochures. Additionally, education on the traffic calming policy to the local residential neighborhood can improve their understanding of the program and aid the City with any possible long-term solutions.

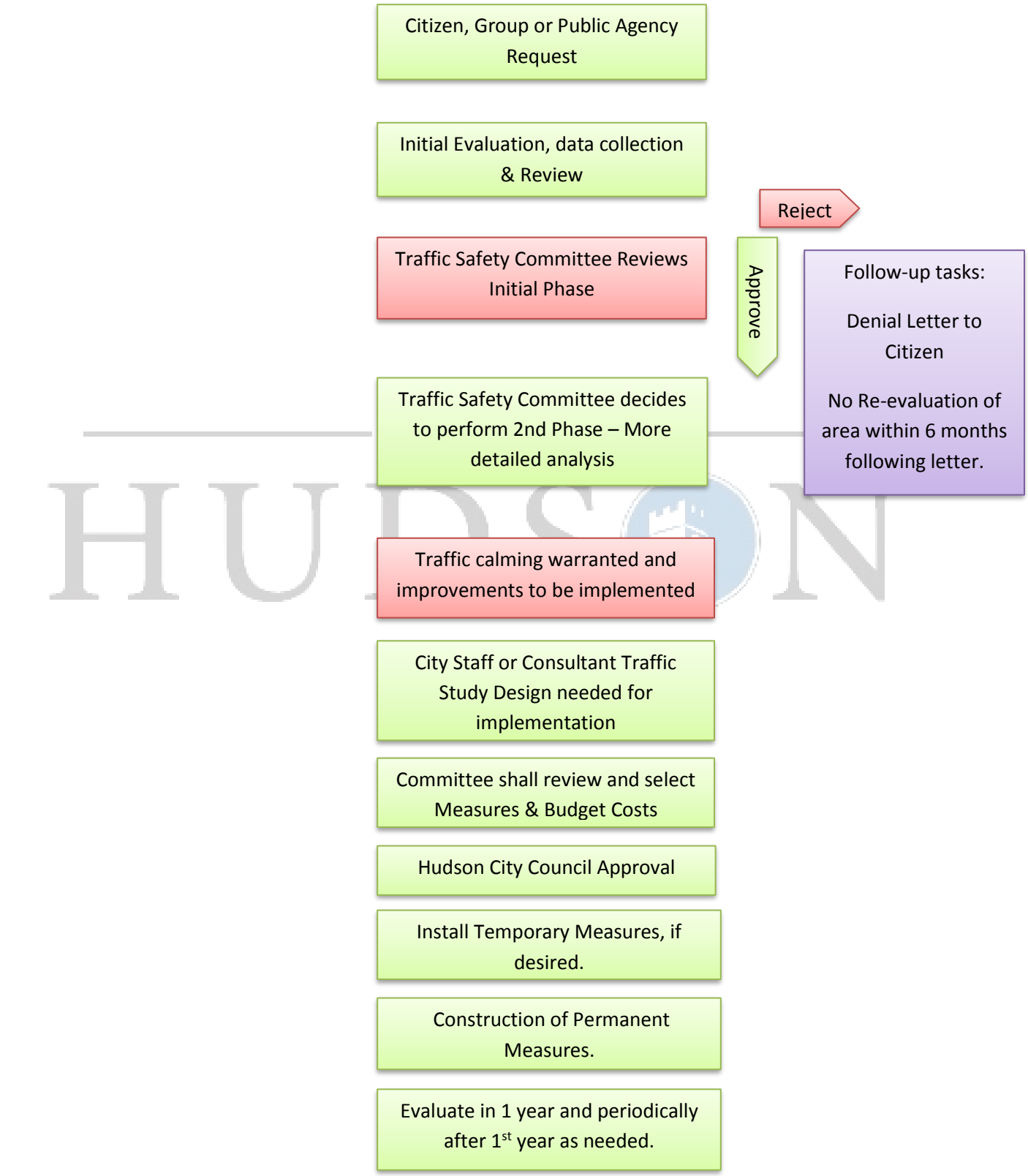
Enforcement – The Hudson Police Department is the usual source for increased enforcement of traffic laws within the City, but the police cannot do this alone, so calming may be a viable alternative. However, neighborhood associations, volunteers and concerned residents can also be an effective tool to encourage compliance and provide information to their neighborhood of the issue and provide the City with the day of the week and time for enforcement when the perceived issue is occurring. The City can also encourage compliance with speed limits on local streets through speed reducing tactics provided by the City through traditional police enforcement; the use of the speed display vehicle in the area of the issue; and public/private traffic monitoring devices (example: Jamar unit).

Engineering – Evaluate the affected streets for speeding, total volume, excessive non-local traffic, and motor vehicle crashes to determine if traffic calming is warranted, and the appropriate method to resolve the issue. Through proper engineering, the roadway can be physically modified in some manner, with the purpose of encouraging a change in motorist behavior by reducing speed, increasing awareness of pedestrians and bicyclist, and possibly diverting traffic to more appropriate major arterials and/or collector streets. The engineering solutions are intended to be self-enforcing and should be considered after education and enforcement activities have already performed and do not effectively work. Sound engineering judgement shall be used for any

proposed modification of a street involving traffic calming measures so as to not increase emergency response times, or increase maintenance responsibilities to the City service departments, and modifications are designed to incorporate all roadway users (i.e. pedestrians, motorist, and bicycles).

CITY OF HUDSON, OHIO - TRAFFIC CALMING FLOWCHART

2016



POLICY:

The City of Hudson, Ohio Evaluation Process:

1) A traffic safety concern or request is made by a citizen, a citizen group, or a governmental agency to the City Staff. The City shall require a formal petition from the individual or group that requested the initial investigation at this point in the process.

2) The **Initial Evaluation Phase** of the traffic calming request will be a preliminary evaluation by the City Staff (i.e. Police, Engineering and/or Public Works), and the City will decide if a traffic problem is significant enough to warrant a further detailed analysis or study. The staff may choose to utilize some or all of the following in this phase:
    a. Staff will perform a thorough site review of the existing signage; roadway alignment; pavement markings; roadway conditions; existing vegetation; and sight distances as they may apply to the issue.
    b. Staff may review crash history;
    c. Staff may collect data or utilize the city electronic data collection devices (i.e. JAMAR Unit);
    d. Staff may use passive traffic calming measures - such as police speed enforcement or the city speed display vehicle.
    e. Staff may install temporary emergency signage or other traffic control devices at this phase.

    If there is no issue observed from this initial staff review, or if the issue is resolved by one or more of the above measures, the City will present the results to the individual or group that requested the evaluation by letter. This may represent justification for not proceeding further with the process and the request will be closed at that time in writing to the citizen or group. The Staff shall report on the next traffic safety committee meeting the recommendations and/or conclusions of this initial evaluation. Note: Following the initial evaluation, the issue will not be reviewed again for a minimum of 6 months from the date the request is initially closed in writing, unless otherwise approved by the Committee.

3) If the issue warrants further investigation or possibly a more detailed study, a **2nd Evaluation Phase** is conducted after the work in the initial phase is completed. The City may choose to collect additional information and data within the requested area within a period of time that is reasonable to the existing staff schedules and duties. A written letter notifying the citizen or group, or a public meeting notice of the effective area may be held at this time by the City to inform all parties of the issue, and collect more information that will be dependent on the scale of the issue. The data collection by the City may include one or more of the following:

    a. Volume count to determine peak-hour traffic:

        The volume shall be a minimum 60 vehicles per hour (vph). If the volume is below this amount, traffic calming shall not be considered for the roadway.

    b. Volume count to determine 24-hour traffic:

The volume shall be a minimum 600 vehicles per day (vpd). If the volume is below this amount, traffic calming shall not be considered for the roadway. The data shall be obtained weekdays and weekends to obtain a complete depiction of the existing traffic patterns.

c. Speed study to determine existing speed data:

The 85th percentile speed along the roadway should be a minimum of five (5) miles per hour above the posted speed limit. If the 85th percentile speed is lower than the minimum, traffic calming measures shall not be considered.

d. Review the roadway grades which shall be a maximum of 8% grade for traffic calming infrastructure improvements.

e. Vehicle classification counts to determine the types of vehicles (%).

f. If not collected above, the crash data for the most recent three (3) years within the roadway section or the immediate area of the traffic issue shall be reviewed and utilized.

g. A topographical and/or boundary survey of the area.

h. Other informational data that may be applicable.

i. A trip generation study to determine excessive cut-through traffic will need to be approved by the Committee prior to performing the study and only after all the above steps & data above have been considered. This study shall be performed when City budgets are available to fund the study.

4) If the City determines through this **2nd Evaluation Phase** that a traffic calming measure is not warranted or shall not be implemented, then the citizen or group shall be notified of the recommendation via US mail of the denial. If the citizen does not agree with the determination of the Committee, they may request a meeting to appeal the decision to the City Administration. The City of Hudson Administration shall be the final authority of any appeals regarding the issue. Following the detailed evaluation and denial, the issue will not be reviewed again for a minimum of 6 months from the date the request is initially closed in writing, unless otherwise approved by the Committee.

5) If the City determines through the above information that a traffic calming measure(s) is warranted or shall be implemented, then the recommendation shall be placed on the next scheduled Committee meeting and the type of measure shall be voted on by the Committee in order to implement the project into the City schedule or a future City budget, as needed. If the measures that are recommended by the Committee can be implemented within existing budgets, the process will be resolved as soon as the City staff can implement the measures. If the solution is a substantial cost (i.e. Above $25,000) or a large infrastructure improvement project (i.e. pavement replacement, detours, roadway infrastructure, etc.), the City may need to obtain the services of a professional consultant and/or contractor to implement the necessary improvements. The City Council will need to approve any design or improvement costs above the current administrative thresholds. The City will communicate and involve the citizen(s) or group(s) on the appropriate sequence of design and construction, and any solution(s) throughout the

design process. The design and construction will be completed as soon as possible following the City approval and when the necessary funds are available.

6) The City may choose to install temporary or trial installations that may be used to evaluate the traffic calming measure's impact to the area prior to a final design and improvements. These options will be left to the discretion of the City of Hudson Traffic Safety Committee.

7) The City will implement the final permanent measures following the above steps are completed as needed.

8) After one year following the final completion of the improvements, the committee will re-evaluate the project and report at the next scheduled committee meeting. This may include additional data collection, comments by the local neighborhood, effectiveness of the improvements, and any additional items.

Additional Notes:

1. All arterials, commercial and industrial streets within the City are NOT included in this policy and will need to be evaluated by a more complex traffic/engineering study.
2. Any stop sign requests shall only be used to improve safety at intersections where traffic volumes or crashes warrant their installation and shall NOT be used for requests to reduce vehicle speeds per the Ohio Uniform Traffic Control Manual, current edition.
3. The use of R1-6 (a.k.a. On-street pedestrian crossing signs in the center of the roadway) shall be determined by a professional traffic consultant's traffic safety study, prior to installation and approval.
4. The traffic calming costs may also be shared or all the cost assessed if a neighborhood requests a traffic calming measure that is warranted by the City, yet it is of low priority and will not be budgeted or implemented within the next 3 or more years. The neighborhood can petition the cost through an assessment in order for the construction to go forward without delay, if this process is approved by the City Council. The assessment costs shall include all costs but may not be limited to the construction, design, maintenance, and landscaping.
5. After the traffic calming measures have been constructed, the City of Hudson may evaluate the effectiveness of the installed traffic calming measures periodically following the 1-year review. The evaluation is performed to ensure that the traffic calming measures are still effective and serve the intended purpose. If the traffic calming measure has been determined by the City to be ineffective, or if the traffic patterns have changed, the City of Hudson Traffic Safety Committee may decide to modify or remove the traffic calming measures. No funds will be returned if the improvement was assessed and if the measures are removed.
6. This Traffic Calming Policy may be subject to changes as needed by the City in the future.
7. *This Policy has been developed & accepted by the Hudson Traffic Safety Committee, with the assistance of TMS Engineers, Inc.*

Typical Infrastructure Type Traffic Calming Measures (Not all inclusive):

- Passive types (These measures do not require construction or modifications to the roadway)
  Education, targeted speed enforcement, JAMAR data collection, and speed display sign.
- Infrastructure Improvements (Horizontal and vertical measures provide alignment changes and obstructions)
  Speed hump, speed table, raised crosswalk, raised intersection, textured pavement, traffic circles, choker, island medians, and chicanes.
- Traffic Management (Preclude particular vehicle movements at intersections)
  Half-closure, full-closure, diagonal diverter, median barrier, and forced turn island.
- Alternatives (Enhance awareness)
  Additional signs, striping, speed bar, raised pavement markers, and delineators.

- End of Policy -