

Kaysville City

Traffic Calming Procedures

In order to help dynamically evaluate the safety of persons and property within Kaysville City in regards to ever changing traffic patterns, volumes and speeds, the following procedures will be followed for complaints or concerns regarding these matters:

Sec. 1 Complaints and concerns shall be fielded and directed to the Traffic Division of the Kaysville City Police Department to initiate the application and review process as detailed in this document and in the “Resident Application” (See Appendix A). Following submittal of the application and its review with the applicable City departments and other parties, the Traffic Division will then, at their discretion, determine any necessary next steps, as detailed in sections 2 and 3.

Sec. 2 For applications regarding traffic speed concerns, the following process shall be followed:

1. An adult resident of the street to be considered must submit an application to the Traffic Division of the Police Department. The application includes: name and contact information of the applicant, a description of the observed hazard or concern they wish to be further evaluated, and the signatures of 4 other adult neighborhood residents. The signatures must be from residents of separate houses who live on the street to be considered.

As part of the application process, the applicant must perform a one hour traffic count on the street to be evaluated during what the residents perceive to be the busiest hour of the day (typically sometime between 7:00 AM and 9:00 AM or 4:00 PM and 6:00 PM), and submit those results with the application.

2. Upon receipt of a valid application, the Traffic Division will review the application with the applicable City departments and other parties and then conduct at least a 48-hour speed study.
3. If the speed study indicates that the 85th percentile speed over 7 mph above the posted speed, or the speed indicated on the chart below (whichever is higher), then, at the discretion of the Traffic Division, additional steps may be taken as outlined below.

<u>Street Classification</u>	<u>Speed (mph)</u>
Minor	25
Significant Local	30
Collector	35

- a. The Traffic Division may increase monitoring or enforcement.
- b. An engineering study of the location may be conducted to determine if raising the posted speed limit, or the installation of a traffic calming measure, or some other change is warranted.
- c. Additional signage or pavement markings may be placed in the area.

Sec. 3 For applications regarding traffic volume concerns, the following process shall be followed:

1. An adult resident of the street to be considered must submit an application to the Traffic Division. The application includes: name and contact information of the applicant, a description of the observed hazard or concern they wish to be further evaluated, and the signatures of 4 other adult neighborhood residents. The signatures must be from residents of separate houses who live on the street to be considered.

As part of the application process, the applicant must perform a one hour traffic count on the street to be evaluated during what the residents perceive to be the busiest hour of the day (typically sometime between 7:00 AM and 9:00 AM or 4:00 PM and 6:00 PM) and submit those results with the application.

2. Upon receipt of a valid application, the Traffic Division will review the application with the applicable City departments and other parties and then conduct at least a 48-hour traffic count.
3. “Cut through” traffic is defined as traffic that is, for whatever reason, attempting to bypass more significant streets by turning off onto smaller streets. If the average daily volume of traffic exceeds 2,000 vehicles per day for a minor street or 6,000 vehicles per day for a significant local street, with 20% or more of that volume appearing to be attributed to “cut through” traffic, and that “cut through” traffic appears to have another more viable route, then, at the discretion of the Traffic Division, additional steps may be taken as outlined below:
 - a. The condition of adjacent major streets may be reviewed to help identify potential minor issues that may be discouraging traffic from utilizing those routes. If feasible corrective actions to the major streets are identified, and there appear to be no unusual or extenuating circumstances, those changes will be made and a new 48-hour traffic count will be conducted.
 - b. An engineering study of the location may be conducted to determine if altering the posted speed limit, or the installation of a traffic calming measure, or some other change is warranted.

Sec. 4 It should be noted that meeting these recommended guidelines does not mean that traffic calming will or should be implemented. Other factors (e.g. pedestrian facilities, current roadway geometry and the availability of alternative routes) will also be considered by the city to verify that the conditions are appropriate for traffic calming measures.

If the Traffic Division receives a request for evaluating a location that has been evaluated in the previous 12 months, they shall determine if an additional review is warranted.

Implementation of any measure must be funded and not pose a risk to the general public or to emergency responders. Generally, the effectiveness of a traffic calming measure is somewhat proportional to the cost and its impact to normal compliant traffic. Traffic calming measures will be subject to the recommendation of the City Engineer, Public Works, the Police Department, the Fire Department and any other applicable parties or departments. Implementation of a recommended measure shall also be subject to approval from the City Council.

If it is determined that, as a result of the above described process, traffic calming measure(s) are appropriate, a recommendation will be presented to the City Council for approval. The City Council will have discretion to take into consideration any extenuating circumstances or other pertinent information and either approve the recommendation, deny the recommendation or suggest an alternative measure. The City Council will have final approval on any traffic calming measures implemented as a result of a resident(s) submitting a *Request for Traffic Calming* application.

Appendix A

Resident Application

Request for Traffic Calming

Process:

- 1) Applicant gathers signatures and count information, then submits application to KPD Traffic Division
- 2) KPD will review the application and may gather additional data and further review with other staff/consultants
- 3) Following the review, a determination will be made in accordance with sections 2 through 4 of the policy and the applicant then notified

Date: _____ Resident Name (Please Print): _____

Phone Number: _____ Alternative Phone Number: _____

Email Address: _____

Address: _____

Location of Concern: _____

Description of Concern: _____

Additional Signatures

#	Signature	Printed Name	House Number	Email
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

One Hour Traffic Count

Please perform count during the perceived busiest hour of the day. For your convenience please use the provided tally boxes below. Each box represents a 5 minute period.

Count period: From _____ To _____ Date _____

Start Minute	Number of Vehicles	Start Minute	Number of Vehicles
0	_____	30	_____

5		35	
10		40	
15		45	
20		50	
25		55	
30-Min Total		60-Min Total	