

TRAFFIC CALMING POLICY

WARMINSTER TOWNSHIP BUCKS COUNTY, PA

Prepared for:

**WARMINSTER TOWNSHIP
401 Gibson Avenue
Warminster, PA 18974**

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INTRODUCTION

This Traffic Calming Policy reflects the commitment of Warminster Township to address a wide range of community goals and objectives, which include transportation mobility, efficiency and safety. While our community strives to be more sustainable and livable, a comprehensive traffic calming program will help harmonize transportation mobility with other community values.

PURPOSE AND GOALS

Warminster Township's Traffic Calming Policy is designed to address traffic concerns in residential areas of the Township, such as speeding or cut-through traffic. The Township's traffic calming program, working in cooperation with neighborhoods, promotes the preservation of the residential character of the Township's neighborhoods and helps to improve the overall quality of life.

The Traffic Calming Program incorporates the following goals:

- Create safe and attractive streets;
- Reduce the negative effects of motor vehicles on the environment; and
- Increase the quality of life in the Township.

Traffic calming goals should be developed with specific objectives planned on an area-wide basis. These traffic calming goals are achieved by including the following objectives:

- Achieve safe, slow speeds for motor vehicles;
- Reduce transient traffic;
- Improve the safety and the perception of safety on the street;
- Reduce and redirect the need for traffic police enforcement; and
- Reduce crash frequency and severity.

The Township's traffic calming goals and objectives are achieved by meeting minimum criteria in established principles and planning concepts to ensure proper implementation. The traffic calming principles are therefore achieved by adopting the following:

- Traffic calming planning and development process must be community-based and supported;
- Traffic calmed streets must incorporate a degree of self-enforcement of motor vehicle speeds through the design of physical features;
- Traffic calming must directly affect driver behavior; and
- Traffic calming must improve the safety of the street for all roadway users, including pedestrians and bicyclists.

DEFINITIONS

“85th Percentile Speed” shall mean that speed at which 85 % of the free flowing vehicles are traveling, or below.

“Arterial Road” shall mean a roadway of considerable continuity used primarily as a main traffic artery and having the capability of carrying high volumes of traffic.

“Collector Road” shall mean a road that carries traffic from minor roads to arterial roads and may include the principal entrance roads of a residential development and roads for circulation within such development.

“Local Road” shall mean a roadway with relatively low traffic volumes that serves short trips at low speeds. For purposes of this program, local roads are typically residential roadways.

“Primary Access Route for Emergency Services” shall mean those roadways, determined by The Fire Marshal’s Office that serve as primary access into neighborhood areas requiring their services. For purposes of the Traffic Calming Program, “Primary Access Routes for Emergency Services” shall not be eligible for traffic calming features that include vertical deflections such as speed humps and speed tables unless agreed to by EMS. These routes shall be shown on map maintained by the Fire Marshal’s Office.

“Property Owner” shall mean the person(s) or agency that possesses title to a parcel of land, as determined by the Township. Renters or residents other than the property owner are not included.

“Affected Area” shall mean properties adjacent to roadways within a neighborhood area, as determined by Township staff, petitioning for traffic calming that are directly affected by traffic problems and the installation of traffic calming features.

“Speed Hump” shall mean a geometric roadway design feature that provides a vertical deflection in the roadway.

“Traffic Calming” shall mean the combination of mainly physical features that reduce the negative effects of motor vehicle traffic use, alter driver behavior and improve conditions for non-motorized street users. *Traffic Calming* features are not traffic control devices, but rather physical parts of a roadway’s design characteristics.

“Transient Traffic” shall mean non-local vehicular traffic using neighborhood streets as a short-cut to other areas or to by-pass an alternate route on a main collector and/or arterial; also referred to as “cut-through” traffic.

APPLICABILITY

Township residents are often very concerned about traffic problems, real or perceived, in their neighborhood. Reports from citizens are sometimes the only way the Township becomes aware of specific traffic concerns in residential areas. These concerns may involve speeding, transient traffic, real or potential risk from vehicle crashes, safety, or other issues. Because the character of residential neighborhoods is a Township-wide concern, and because traffic calming programs affect daily living patterns of area residents and may involve public safety issues, the affected area should be informed and involved in the development of any plan which involves major change or expenditure of public funds. All residents in a neighborhood area are provided opportunities to offer their opinions on proposed traffic calming plans. A minimum number of affected properties must then formally agree by voting on the proposed traffic calming plan in order for it to be implemented.

ELIGIBLE STREETS

Where conditions warrant, traffic calming measures may be appropriate for the following roadway types/conditions:

- The street is located in an area zoned residential.
- Arterial roads within downtown districts or commercial areas (with posted speeds of 40 mph or less).
- The street is at least 800 feet in length and the road grade is 5% or less.
- Two thirds of the street front on residences, parks, and/or schools.
- Average daily traffic (ADT) volume. As a minimum requirement, the ADT should exceed 1,000 vehicles/day or the peak hour volume should exceed 100 vehicles for the roadway to be considered for traffic calming.
- The street is not an alley.
- The 85th percentile speed should exceed 10 mph over the posted speed limit before traffic calming is considered
- Arterial roads within downtown districts or commercial areas (with posted speeds of 40 mph or less)
- The street is not part of a public transportation route.
- The street is owned and maintained by the Township.
- When cut-through traffic is the primary issue, the cut-through traffic on the local residential street should be 40% or more of the total one hour, single direction volume. In addition, a minimum of 100 cut-through trips in one hour, in one direction, should be set as a minimum requirement.

Streets that are owned and maintained by a homeowners' association or by a developer shall be eligible for traffic calming features, provided that the full cost and expense of installation and maintenance is funded by the associate or developer. The association and/or developer shall be required to obtain the consent of the Township prior to the installation of any traffic calming features. All such features shall comply with the standards for traffic calming published by the Pennsylvania Department of

Transportation, “Pennsylvania’s Traffic Calming Handbook,” publication No. 383, dated January 2001, as amended, and this policy.

LOCATION GUIDELINES

- The minimum distance from an intersection to a traffic calming device shall range from 0 to 200 feet, unless otherwise determined by the Township Engineer.
- Any traffic calming feature shall be visible to oncoming traffic for at least the minimum safe stopping sight distance based on the 85th percentile speed.
- Traffic calming shall take into account existing drainage features and bicycle facilities.
- Where possible, features shall be located to minimize the impacts to on-street parking.
- The following shall apply where feasible: features should be placed near street lights and related signage should be placed on property lines.
- Diverters should not be installed where traffic is likely to be rerouted to other residential streets.

AMERICANS WITH DISABILITIES ACT

Traffic calming measures must be designed to accommodate all people in the community. To accomplish this goal, features that are implemented to improve pedestrian safety, or have an effect on pedestrian travel, must be designed to meet the requirements of the federal Americans with Disabilities Act.

TRAFFIC CALMING FEATURES

ELEMENTS OF TRAFFIC CALMING

The selection of traffic calming features should be based on:

1. The features potential to address traffic problems on affected roadways;
2. The type of roadway; and
3. Physical constraints.

Specific measures can be grouped into categories based upon the means by which they impact traffic. The following is a description of the categories:

- *Vertical deflection* – refers to traffic calming measures that create a change in the height of the roadway. When designed properly, vehicles must slow down over these measures in order to avoid unpleasant bumping sensations. As with horizontal deflection measures, vertical deflection measures are mainly used to reduce vehicle speeds, with only minor effects on traffic volumes. Vertical deflection measures can also be used to improve the safety of pedestrian crossings.
- *Horizontal deflection* – refers to two types of traffic calming measures. The first type hinders the driver's ability to drive in a straight line by creating a horizontal shift in the roadway. This shift forces drivers to slow their vehicles in order to safely navigate the measure. The second type of horizontal deflection measure is designed to narrow the width of the travel lane. Doing so reduces the usable surface of the roadway causing drivers to slow their vehicles to maintain an acceptable level of comfort. Although horizontal deflection measures are mainly used to address speed concerns, applications that narrow the travel lane can improve pedestrian safety by reducing the width of the crossing. Horizontal deflection measures may also have the secondary effect of reducing volumes; however, the effects will typically be minor.
- *Physical Obstruction* – refers to features that prevent particular vehicle movements, thereby discouraging or eliminating cut-through traffic. The overall traffic volume reduction depends upon the nature of the traffic calming feature and the number of movements obstructed.
- *Landscaping* – refers to the installation of trees, bushes, shrubbery and/or other plant materials as part of a Traffic Calming plan. The Township will maintain a list of acceptable plantings to be used and determine which types of plantings would be best suited for the adjacent neighborhood area. The installation of landscaping in conjunction with the raised curbing will prevent drivers from driving around the traffic calming features and help reinforce the narrowed pavement width, also narrowing the drivers' field of vision and encouraging them to reduce travel speeds. The curbing also helps protect the landscaping.
- *Change in texture and color* – refers to the use of specialty concrete, asphalt or paver bricks to aid in notifying the driver of a change in pavement design and to provide an aesthetic value.

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- *Alternative education and enforcement tools* – refers to information on education methods to increase awareness of neighborhood traffic concerns. These alternative education tools include, but may not be limited to: neighborhood awareness brochures on traffic issues, such as speeding and its impacts, prepared and approved by the Township, and distributed by area residents; increased neighborhood enforcement by the Police Department; and the use of a mobile speed-alert sign posted by the Police at problem locations to advise motorists of the speed at which they are traveling.

SPECIFIC TRAFFIC CALMING FEATURES

Traffic calming features that may be considered by the Township are described briefly below. All designs are subject to the approval of the Township.

- *Mini-Traffic Circles*: Raised circular structure constructed in an intersection that horizontally deflects the flow of traffic entering the intersection to slow traffic and help reduce the number and severity of crashes. All approaches become a “Yield” condition.
- *Medians*: Elongated, curbed median islands constructed approximately midway in a roadway segment to separate driving lanes and reduce lane widths.
- *Entrance Way Features*: Treatments that provide landscaping at the entrances to the neighborhood to help give identity and remind drivers to maintain slow speeds throughout the residential area. Also referred to as “gateway features”.
- *Roadway Narrowings*: Reduction in pavement width of a roadway section while maintaining two-way traffic. Landscaping planted in conjunction with the narrowing reinforces the impression of limited pavement area and narrows field of vision.
- *Speed Humps*: A standard speed hump is a parabolic, curved hump 12 to 14 feet long and 3 to 4 inches high (not to be misunderstood as a “speed bump”). Flat top speed humps, or “speed table”, may be used as a raised pedestrian crosswalk, primarily at locations near playgrounds or schools.
- *Semi-diverter*: A partial (“directional”) closure of a roadway created by physically blocking half the street. Creates a narrowed roadway section, which is designated for one-way traffic.
- *Textured Crosswalks*: The use of paver bricks or other materials to demarcate crosswalks and alert motorists that they are entering a pedestrian-friendly area.
- *Intersection Redesign*: Consists of several different possible designs based on the specific needs and unique characteristics of the location. May involve eliminating excess pavement areas, creating horizontal deflections on approaches or realigning intersection to 90-degrees.

LANDSCAPING

The landscaping installed with traffic calming features shall be determined by the Township and be compatible with the adjacent area. Minimum required sight distances must be maintained. To reduce time and resources expended on individual landscaping designs for each traffic calming feature, the Township shall maintain a list of trees, shrubs and other vegetation alternatives that may be used during the installation of each feature.

MAINTENANCE

Certain traffic calming measures require more maintenance than others. Depending on the circumstances and the type of traffic calming measure proposed, maintenance will be handled on a case by case basis. Warminster Township shall maintain the roadway, signs, curbs, pavement, decorative paver bricks, and pavement markings within the Township public right-of-way in accordance with existing standard maintenance operations.

A neighborhood or property owner that opts to plant landscaping in the roadway right-of-way other than the landscaping installed with each traffic calming feature shall do so subject to Township approval through the existing permitting process.

SIGNAGE

Standard signing and pavement markings shall be in accordance with the federally adopted *Manual of Uniform Traffic Control Devices* (MUTCD) and PennDOT Publication 236M.

IMPLEMENTATION

PROCESS

The following twelve steps are followed throughout the Traffic Calming Program:

1. **Inquiry:** Initial contact made by residents inquiring about traffic calming; petitions, forms, pamphlet, and other documents will be available for distribution. Township will review the inquiry to verify roadway segment is eligible for traffic calming.
2. **Data Collection:** Township police will perform an initial data collection utilizing existing available equipment such as Automatic Traffic Recorders and Speed Trailer.
3. **Petition:** Township staff will review with the residents the minimum petition requirements (*70% of the affected property owners*) to proceed with the traffic calming program. The residents will gather signatures and submit the petition. Mini-committee formed of residents in neighborhood area.
4. **Informational Presentation:** The affected property owners and Township staff will schedule a preliminary public meeting to present background information on traffic calming, explain the Township's traffic calming policy, and provide preliminary data collection results. This will be an open public meeting.
5. **Traffic studies:** Accident history reviewed and speed and volume traffic studies performed.
6. **Develop Plan:** If a street is found to be eligible based on the stated criteria, a neighborhood traffic calming plan is developed by Township staff in coordination with the mini-committee.
7. **Adjacent Property Owner's Agreement:** Property owners adjacent to each proposed traffic calming feature is contacted to obtain an agreement.
8. **Public meeting:** One public information meeting held with all affected residents to disseminate information on proposed traffic calming plan and receive input, after which the neighborhood traffic calming plan will be finalized.
9. **Vote:** Affected property owners vote. 70% of the residents must be in favor of the project to proceed with implementation. If not more than 30% of the ballots are returned with a negative vote, the Township will consider the project approved.
10. **Approval by Board of Supervisors:** If the result of the vote is favorable, the neighborhood traffic calming plan shall be submitted to the Board of Supervisors for review and approval.
11. **Construction:** If result of vote is favorable and the Supervisors approve, neighborhood traffic calming plan is placed on a schedule for the installation of the traffic calming features.
12. **Review:** One (1) year from the construction of the traffic calming devices, each traffic calming site will be revisited with the specifically affected residents to keep or remove the measures.

1. Inquiry

Upon initial contact made by a resident or property owner inquiring about traffic calming in their neighborhood, Township staff will discuss the program procedures and petition requirements. Staff will then determine the area affected and neighborhood boundary lines. Typically a resident calls concerning traffic problems on one specific roadway section. However, if the implementation of traffic calming on one roadway section may transfer the problems to a parallel local roadway, the affected neighborhood area shall be addressed as a whole. This affected neighborhood area will be determined by Township staff, taking into consideration the natural, constructed, and traffic boundaries of an area.

Minimum petition requirements may be discussed and explained with inquiring parties via the telephone. A preliminary field review by Township staff may be required and a meeting with the inquiring parties may also occur if needed. A Warminster Township Traffic Calming brochure, petition forms, and maps detailing the affected area boundaries shall be provided to the inquiring party to facilitate discussions with neighbors.

2. Data Collection

Upon the inquiry from a Township resident, the road in question will be placed on the list of roadways scheduled for data collection with the Township Police. The Township Police will place an automatic traffic recorder on the roadway and collect one week of traffic data, including volumes, vehicles classes, and vehicle speeds. Upon completion of the data collection, the Township Police will place the speed trailer along the roadway to help educate drivers of their speeds along the roadway.

3. Petition

Staff will provide information on the boundaries of the affected neighborhood, minimum petition requirements, petition forms, and any informational brochures to residents wishing to pursue traffic calming in their area. The petition should include a grid of **all** affected residences.

A mini-committee shall be formed for the petitioning neighborhood area made up of four (4) to six (6) property owners who live in the neighborhood. The Township will designate a representative to serve as the main contact person for the mini-committee. The mini-committee shall have one liaison that serves as the main contact person between the Township and the committee. The mini-committee will, among other duties, coordinate with Township staff on the development of the traffic calming plan, help contact property owners adjacent to potential traffic calming feature locations, distribute appropriate information to neighbors as needed, be available to answer questions from area residents about traffic calming, help organize the public meeting, and present the proposed traffic calming plan to their neighbors.

In order for a neighborhood to proceed with the traffic calming program, a petition shall be submitted to the Township signed by property owners from a minimum of 70% of the total number of affected properties within the affected area. In the event there are multiple owners of a property, only one property owner shall be counted for that parcel. The purpose of obtaining signatures from owners of a minimum of 70% of the affected properties is to verify there are a significant number of residents interested in traffic calming before proceeding through the remainder of the traffic calming program.

4. Informational Presentation

If requested by 70% of the affected property owners, staff will schedule a preliminary public meeting to present background information on traffic calming and explain the Township's traffic calming policy. This will be an open meeting.

Staff will provide information on the boundaries of the affected neighborhood, any informational brochures, and initial data collection results to residents wishing to pursue traffic calming in their area. Notification of the public meeting will be made by regular United States Postal Service mail or hand delivery. Meeting notice should be accomplished at least 10 days before the public meeting date.

5. Traffic studies

After the petition has been received, Township staff will schedule traffic studies on the critical roadways to determine average 85th percentile speeds and average daily traffic volumes. A review of the crash history will also be performed for a period of three years. Township staff will analyze the traffic data and evaluate it based upon the criteria and point system detailed in *Appendix A*.

Points will be totaled per street. In areas involving multiple roadways, the neighborhood will be prioritized based on the street with the highest single point value. After this analysis, petitioning neighborhood areas which score less than 25 points minimum from the combined ranking scale for crash history, traffic volumes, and vehicle speeds will be not eligible for the construction of traffic calming features through this program. Petitioning neighborhood areas that score 25 points or more will be eligible for the construction of the enhanced traffic calming features through this program and may proceed with the remaining steps described herein. If initial traffic studies show that there are other potentially impacted roads in the area, additional traffic studies on those roads may need to be conducted.

Petitioning neighborhood areas which score less than the minimum 25 points who wish to repetition at a later time shall wait a minimum of **two (2)** years from the date the previous petition was received by Township staff before submitting a new petition for the same area, unless Township staff determines a change in traffic conditions has significantly impacted the neighborhood area since the previous petition was reviewed. Such significant changes may include new construction, roadway improvements, changes in land use, or similar changes creating regional impacts. Petitioning neighborhood areas that score less than the minimum 25 points may pursue alternative education methods to increase awareness of traffic concerns within the neighborhood as described in this Policy.

An appeal to the Township administration may be pursued within 60 days of a neighborhood being notified of not meeting the minimum score. A letter must be sent to the administration requesting time on the agenda of the next available Board of Supervisors' meeting (may not be the next meeting). At the Board of Supervisor's meeting, the neighborhood must present the extenuating circumstances that would justify the pursuit of traffic calming measures.

6. Develop Plan

Township staff will develop a proposed traffic calming plan. For a particular roadway section, traffic calming features may be most effective if applied in a series. The locations will be determined by Township staff and will depend on several factors, including but not limited to adequate spacing between features, driveways connections to road right-of-ways, intersecting side streets, horizontal or vertical curvature of the roadway, and drainage. Selection of locations must also take into consideration existing infrastructure such as fire hydrants, drainage inlets, utility boxes, manholes, poles, etc. In addition to physical measures, monitoring of the roadway via ENRAD or other speed enforcement can be proposed.

The plan will be developed in coordination with the mini-committee. This will enable the committee to remain informed of where traffic calming features are proposed to be located and how the locations were determined. Input from the mini-committee will also be sought during the decision-making process, and the committee will help contact area residents during the review of alternative traffic calming feature locations. They will also help field questions from residents. Field reviews or committee meetings may occur as needed.

Where applicable, Township staff will coordinate development of the traffic calming plan with representative of PENNDOT and adjacent municipalities. If required, additional traffic studies will be completed to assess the impact of constructing traffic calming measures and to obtain any required permits.

7. Adjacent Property Owners Agreement

Township staff may attempt to obtain agreement with property owners adjacent to proposed traffic calming features prior to finalizing their locations. Township staff will coordinate the mini-committee and adjacent property owners for potential traffic calming feature locations. If a property owner does not agree to the installation of a traffic calming feature adjacent to their property, Township staff will try to find an alternative location without compromising the effectiveness of the traffic calming plan for the neighborhood. However, Township staff shall determine the ultimate locations of the traffic calming features.

8. Public Meeting

All affected residents within the neighborhood area being considered for traffic calming will be mailed notice of a public hearing so that their views and opinions may be expressed regarding the proposed traffic calming plan for their neighborhood. The notice will include the purpose of the public meeting, identify the mini-committee members, and a description of the proposed traffic calming plan for the neighborhood.

Notification of the public meeting will be made by regular United States Postal Service mail or hand delivery by committee member or the township. In addition, the residents and/or Homeowners Association initiating the request for traffic calming may produce and distribute flyers at their own cost. Copies of information brochures describing the traffic calming program and traffic calming features may be available to the mini-committee and/or Homeowners Association for distribution to affected residents in the area.

On occasion, signs advertising the public meeting may be posted at strategic sites in the neighborhood, and news releases may be provided to local media. Any other advertisements initiated and paid for by neighborhood residents must be approved in advance by the Township. Meeting notice should be accomplished at least 20 days before the public meeting date.

Township staff and the mini-committee will conduct the public meeting jointly. Township staff will:

- Briefly present background information on traffic calming in general and the Township's traffic calming program and process
- Review the boundaries of the affected area
- Review results of the traffic studies from the affected area and other applicable data as needed
- Explain the further steps required to implement the plan

The mini-committee will:

- Review the neighborhood concerns which initiated the traffic calming process and any other the background information as needed
- Help present the proposed traffic calming plan developed for the affected area

At the public information meeting, official minutes may be taken if deemed necessary by Township staff. Township staff present at the meeting will receive and record any concerns of the residents in the affected area. After the public meeting, Township staff and the mini-committee will consider any concerns brought up at the meeting and investigate any issues necessary before the neighborhood traffic calming plan is finalized.

9. Vote

A notice which describes in detail the finalized proposed traffic calming plan will be mailed by the Township to the owner of each parcel of property in the affected area. Property ownership will be determined from the most recent general update of the records of the Township. The notice will contain the following information as applicable:

- written and graphic description of the proposed traffic calming plan
- summary of data which support implementation of traffic calming
- identification of affected properties
- estimated cost of the traffic calming plan and funding sources including residential contributions

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- timeline for implementation of traffic calming plan
 - notice that a minimum of 70% approval is required for the project to go forward
 - an official voting ballot form for affected properties eligible to vote to be returned to Warminster Township, and the voting deadline.

All notices and voting ballots will be mailed by Warminster Township through regular United States Postal Service to the mailing address on record for the property owner. Each affected property parcel shall be counted as one vote. In the case of multiple property owners for one parcel, only one vote signed by one of the owners shall be counted for that property. In the case of a property owner owning multiple properties within the affected area eligible to vote, one vote for each property owned will be accepted. If an agency or group entity (such as a real estate company) is the official property owner on record other than an individual person, an official agent of the company may sign the official voting ballot.

Only official ballots will be accepted; no copies or duplicates will be accepted. A replacement ballot may be provided upon the property owner's request. A property owner requesting a replacement ballot shall contact Township staff directly, and another official ballot will be prepared by Township staff and mailed through regular United States Postal Service to the address of the property owner on record. No replacement ballots will be mailed to alternative addresses. Replacement ballots may also be given out in person to a property owner if proper identification and proof of homeownership is provided. If a new homeowner is not included on the most recent general update of the Township's records, they may request a replacement ballot upon providing proof of homeownership. In such a case, a duplicate ballot for the same parcel mailed to the previous homeowner will not be accepted.

Votes are final once received by Township staff. If a property owner wishes to change his or her vote after submitting the official ballot to the Township and it is within the voting period, the property owner may request a replacement ballot as previously described. No ballots or replacement ballots shall be received after the official voting deadline has passed. Votes mailed to the Township must be received before the expiration of the voting period.

The neighborhood liaison and committee members will be responsible for contacting area residents eligible to vote in order to obtain the required majority approval. This may include follow-up contact with owners of any vacant affected property or the owners of an affected property that may reside out of town. Updates may be given to the area liaison if requested on the status of the number of votes received before the end of the voting period. If needed, the Township will provide the neighborhood liaison copies of mailing lists or a list of those property owners who have yet to return a ballot as the voting deadline approaches, as appropriate.

The voting period shall be 60 calendar days from the date of the official ballot. No ballots will be accepted if the post marked date is after the expiration of the voting period.

Voting ballots may be returned by mail or hand delivered directly to the Township prior to the voting period deadline. At the conclusion of the voting period, official ballots received by Township staff will be verified. If not more than 30% of the ballots are in opposition to the plan, the neighborhood traffic-calming project will be implemented and scheduled for construction. After the conclusion of the voting period, Township staff will notify the area liaison, mini-committee, and/or applicable Homeowner's Associations of the final voting results. It will be the responsibility of the area liaison and the mini-committee to notify all affected property owners of the results, whether by canvassing the neighborhood or including the results in an area newsletter. Township staff will provide any available information to the area liaison for this purpose, but will not directly contact each property owner in the traffic calming neighborhood.

If the necessary voting majority has not been achieved within the full voting period provided or the results of the vote are not in favor of the proposed traffic calming plan, the area shall not be reconsidered for traffic calming for a period of **three (3)** years from the date the petition was received by Township staff, unless the Township determines that a significant change in area conditions affecting traffic has occurred. Such significant changes may include new construction, roadway improvements, changes in land use, or similar changes creating regional impacts. A new petition will be required after the three-year waiting period to initiate the traffic calming process again.

10. Approval by Board of Supervisors

All neighborhood-approved traffic calming plans shall be submitted to the Warminster Township Board of Supervisors for review and consideration at a regularly scheduled public meeting. Written notice of the Supervisors' meeting shall be given to the neighborhood committee and liaison at least ten (10) days in advance. The Board of Supervisors may approve, modify, condition, or deny any proposal for traffic calming features, regardless of the extent of public support.

11. Construction

If the vote results in favor of traffic calming and the Board of Supervisors approves the plan, the locations of the traffic calming features will be forwarded to Township staff or a contractor hired by the Township to install the features. The contractor will then coordinate with Township staff on scheduling the installation of the enhanced traffic calming features. If there are multiple neighborhoods that have voted for traffic calming, a waiting list may be developed by Township staff until such time as the features can be constructed.

During the initial stages of construction, necessary temporary signs or other warning devices may be installed as needed to alert drivers to an upcoming traffic calming project or that traffic calming features have been installed in a neighborhood.

12. Review

A review of any temporary traffic calming measures implemented will be completed one (1) year from the date of installation. Notices will be sent to the affected residents to appear before the supervisors to either remove the devices or keep the devices. Included with the notices will be the results of any before and after studies that were completed for the area. The residents will be asked to vote again in favor or against the traffic calming devices, with the same voting criteria needing to be met. In the event that the residents vote to keep the devices, the temporary traffic calming measures (pre-fabricated speed humps, jersey barriers) that have been installed will be replaced with permanent traffic calming measures (i.e. asphalt speed humps, curbing).

PRIORITIZATION

A point system shall be used for evaluating and prioritizing traffic calming requests. The point system criteria are based on traffic volume studies, 85th percentile vehicular speeds, historical crash report data and others as seen in Appendix A. The point total or rank received will determine the priority for the allocation of funding and scheduling construction of traffic calming projects. A minimum of 25 points, with at least 5 points from each the speed and volume criteria, is required for a traffic calming petition to be considered for traffic calming. Petitioning neighborhood areas which score less than 25 points or do not meet the minimum threshold for speed and/or volume will not be eligible for traffic calming through this program unless the neighborhood area Homeowner Association or group of property owners provide full funding for a proposed traffic calming project, subject to approval by Township Board of Supervisors.

A priority list for the purposes of distributing funds for traffic calming projects and scheduling them for construction shall be maintained by the Township that lists the order of neighborhoods to receive traffic calming. One priority list will be maintained, as opposed to a separate priority list used previously for each year petitions were received. Future petitions received will be ranked according to severity based on the above-mentioned traffic engineering studies.

Each year, the priority list will be readdressed to re-rank those petitions that have been waiting for one or more years. One additional point will be added to the point total of those petitions waiting more than one year from the date the voting period expired. If a neighborhood petition waits a second year or more, it will receive an additional point that next year the prioritization list is readdressed.

It is anticipated that multiple neighborhoods may develop proposed traffic calming plans through the Traffic Calming Program simultaneously and can be scheduled for construction on an on-going basis. Therefore, the prioritization list shall be used as a guideline for the installation of traffic calming features. However, if one neighborhood requires additional time to complete the development of their traffic calming plans but has a higher point total than another neighborhood that has completed its plan and voting process, construction of the traffic calming project should proceed in the neighborhood ready to go so that the Traffic Calming Program continues in an efficient and timely manner Township-wide.

FUNDING

Funding for the installation and maintenance of traffic calming measures may vary dependent upon the complexity, cost and other factors specific to the proposed project. When deemed necessary and appropriate by the Warminster Township Board of Supervisors, affected property owners may be determined to have a financial responsibility in the installation and/or the maintenance of the suggested traffic calming measures. When applicable, the Board of Supervisors will determine the extent of contribution required from the residents and the method by which it should be collected.

OTHER TRAFFIC CALMING PROGRAM ISSUES

MONITORING

After the construction of each neighborhood traffic-calming plan is complete, a follow-up traffic study will be performed at least once to monitor the project for effectiveness and any remaining traffic problems within the first year of installation. A summary report of the results in each neighborhood may be compiled for informational purposes and copies distributed to the neighborhood Mini-Committee as appropriate.

REMOVAL OF TRAFFIC CALMING FEATURES

The property owners of an area in which traffic calming has been implemented may request the removal of the traffic calming features. A petition to remove the traffic calming features may be considered by Township staff, subject to the following conditions:

- The traffic calming features have been in place for at least **one (1) year**
- A request for the removal of the traffic calming features must be signed by at least 50% of the affected property owners within the same neighborhood boundaries used for the petition initiating the original traffic calming process;
- A 70% majority vote from the affected property owners is required for the removal;
- The removal of one or more traffic calming features may not make the remaining overall traffic calming plan less effective, unless the entire traffic calming project is being petitioned to be removed.

If the Township Manager has determined that specific traffic calming features are no longer fulfilling their intended purpose or that a traffic-calming feature installed under these guidelines has become a hazard, Township staff may arrange their immediate removal or work with the affected property owners to develop alternate traffic calming plans.

RECONSIDERATION OF TRAFFIC CALMING PETITIONS

Should a neighborhood fail to achieve the required voting majority within the specified voting period, the area shall not be considered for traffic calming for at least **three (3)** years from the date the voting period expires. A new petition will be required after the three-year waiting period to initiate the traffic calming process again. The Township may allow the area to submit a new petition prior to this three-year waiting period if it is determined that significant change has taken place affecting traffic conditions in the area. Such significant change may include, but not be limited to, new development, roadway modifications, and changes in land use or similar changes creating clearly defined neighborhood impacts.

GENERAL DEVELOPMENT CONSIDERATIONS

In an effort to encourage motorists to slow down and drive responsibly, traffic calming purposely introduces additional self-enforcing physical features in the design of the roadway to effectively change the design speed. Traffic calming features are generally implemented retroactively and traditional design standards may require interpretation and modification. A set of guidelines and policies to follow, engineering judgment and coordination with neighborhood property owners are key elements in the development of traffic calming plans.

Traffic calming measures are design features, intended to modify the character of the roadway. They are not traffic control devices, and therefore State or Federal specifications, warrants or regulations may not apply.

EMERGENCY SERVICES

Studies show traffic calming features may cause delay in emergency response times to residences in neighborhood areas where traffic calming projects have been installed. Property owners participating in the Traffic Calming Program will be provided information regarding the potential delay of emergency services due to traffic calming features. However, traffic calming features and reduced vehicular speeds may also reduce the number of incidents requiring emergency services, due to the increased safety on the roadways within a traffic calmed area.

Traffic calming on roads designated as “Arterials” will be limited to features that do not include vertical deflection. Vertical features may not be permitted on roadways designated as “Collectors” and “Primary Access for Emergency Services” unless agreed to by EMS. The Fire Marshal’s Office determines those roads designated as “Primary Access Routes for Emergency Services”. The Police Department and Fire Marshal’s Office participate in the planning process and will be notified when and where the construction of traffic calming features occurs.

SIDEWALKS

In areas without sidewalks, the Township may recommend that residents pursue the installation of a sidewalk; or if the Township determines that sidewalks are necessary for pedestrian safety, the Township will install sidewalks and the costs thereof shall be assessed against the abutting properties. If approved, construction of both traffic calming and sidewalk installation projects may be coordinated together to provide for the efficient use of resources. However, funding for sidewalks is not provided through the Traffic Calming Program and must therefore be pursued by a separate special assessment and petition process or other funding source.

LIGHTING

Street lighting installations shall not be required with the installations of traffic calming features in neighborhoods. Adequate signing and pavement markings will be installed with each feature that will be reflective at night to sufficiently warn and guide motorists traveling over a traffic calming feature.

If the mini-committee and/or area property owners desire to request street lighting in areas where traffic calming is proposed to be installed and no street lighting exists, they may request the installation street lighting separately. Street lighting installations will not be required in conjunction with this Traffic Calming Policy.

DRAINAGE

The installation of traffic calming features may change the drainage patterns of the roadways. The Township staff will review the drainage characteristics of roadways when determining which features are most appropriate.

SNOW REMOVAL

Traffic calming features may have an effect on the removal of snow and ice. Features shall be clearly identified and equipment operators shall be made aware of the types of features that are installed. This will improve the snow removal operation and help prevent damage to the snow removal equipment and the traffic calming features.

SUMMARY

The Traffic Calming Policy allows Township staff and property owners in Warminster Township to work together to develop safer neighborhoods. It also provides a fair and balanced prioritization process, a streamlined procedure for the development of traffic calming plans, a reduction in the number of required public meetings, a new enhanced speed hump feature, and reduced costs.

This Traffic Calming Policy shall serve as the supporting guidelines for Warminster Township Traffic Calming Program. It supports Warminster Township transportation, planning, environmental, economic and social goals, objectives and principles.

APPENDIX A

RANKING SYSTEM

The following are criteria to be used for the evaluation of traffic data in neighborhoods petitioning for traffic calming. Each roadway will be analyzed individually within the petitioning neighborhood area according to the below criteria. The highest point value received on an individual roadway segment within the area petitioning for traffic calming will be the point total assigned to the neighborhood petition for the purposes of ranking and prioritizing.

| Criteria | Points | Basis for Point Assignment |
|------------------------------|------------|---|
| Speed | 0 to 30 | Extent by which 85 percentile speeds exceed posted speed limit; 2 points assigned for every 1 mph. |
| Volume | 0 to 25 | Average daily traffic volumes (1 point assigned for every 120 vehicles). |
| Crashes | 0 to 10 | 1 point for every reportable crash within the past 3 years. |
| Elementary or Middle Schools | 0 to 10 | 5 points assigned for each school crossing on the project street. |
| Pedestrian Generators | 0 to 15 | 5 points assigned for each public facility (such as parks, community centers, and high schools) or commercial use that generates a significant number of pedestrians. |
| Pedestrian Facility | 0 to 10 | 5 points assigned if there is no continuous sidewalk on one side of the street; 10 points if missing on both sides. |
| Total Points Possible | 100 | |