



TRAFFIC CALMING POLICY

STEP 1 – SUBMITTAL OF REQUEST FOR STUDY

- A. If a resident believes that there is a speeding problem or other safety issue on a residential street that can be addressed by using traffic calming measures, the first step is to report the problem to the Borough Manager. Traffic calming measures are those measures identified in the PennDOT manual; Pennsylvania’s Traffic Calming Handbook and can include speed tables or humps, signage, striping, roundabouts, or other methods.
- B. The Borough Manager, or his designee, will determine if the street in question is eligible for traffic calming. Streets that are not eligible are those that are commercial roads, privately maintained, or those maintained by another agency such as PennDOT.
- C. If the street is eligible, the Borough will then conduct a neighborhood survey to ensure that traffic calming is wanted on the street. All residents and/or businesses affected by the proposed traffic calming will be surveyed. At least 70% of the surveys must support the traffic calming for the process to proceed.
- D. If the survey shows approval for the project, the Borough Manager, or his designee, will place on the street a traffic data collection device to determine the number and the speeds of cars traveling on the street. This data, in conjunction with the information below, will be used by the Borough to assign a ranking for the project based on the following PennDOT criteria:

CRITERIA	POINTS	BASIS FOR POINTS
Speed	0 to 30	Extent by which 85 percentile speeds exceed posted speed limit; 2 points for every 1 mph
Volume	0 to 25	Average daily traffic volumes; 1 point for every 120 vehicles
Crashes	0 to 10	1 point for every crash reported within the last 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 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	

- E. If the ranking achieves a score of 60 or better, then the project can proceed.

STEP 2 – TRAFFIC CALMING PLAN DEVELOPMENT

- A. Once a project has been approved to proceed, the Borough's Engineer will be provided information on the street and the data collected and asked to come up with potential traffic calming measures.
- B. Once the Borough Engineer has their report ready, they will meet with all interested residents or other members of the public to discuss the project and what can and cannot be done in terms of traffic calming.
- C. Meetings will take place until the neighborhood and Borough Engineer are agreed on the proper traffic calming methods for the project.
- D. Estimated costs for the agreed upon plan will be provided by the Borough Engineer.

STEP 3 – APPROVAL PROCESS

- A. Following agreement on a traffic calming plan, the plan will be presented at the next regularly scheduled public meeting of the Traffic and Parking Planning Commission.
- B. The Traffic and Parking Planning Commission will vote whether to recommend to the Borough Council one of the following options:
 - 1. Authorize the traffic calming, the Borough to pay the costs.
 - 2. Authorize the traffic calming, the neighborhood to pay the costs.
 - 3. Not to authorize the traffic calming.

Option 2 above would be used if the expense of providing the traffic calming exceeds the value to the Borough as determined by the Traffic and Parking Planning Commission. The neighborhood would be required to pay any fees prior to approval by the Council.

- C. Following the recommendation of the Traffic and Parking Planning Commission, the item will be brought before the Borough Council at their next regularly scheduled Business Meeting. If Council approves the traffic calming, they shall do so by Resolution.

STEP 4 – IMPLEMENTATION

- A. If the Borough Council approves the project, the Borough Manager and the Borough Engineer will begin implementation by ordering materials and scheduling work crews.

- B. Once implemented, the Borough will undertake studies after 3 months and 6 months to determine the impact of the improvements, either positive or negative. If negative, the traffic calming plan will be reevaluated.