To: Town Council

From: Meredith Tremel, Chief of Engineering

Date: July 22, 2004

RE: Proposed Neighborhood Traffic Control Program (NTCP) Policy

The following is the proposed NTCP Policy:

Step 1: A Neighborhood group or association must contact the town to start the Neighborhood Traffic Control Program (NTCP).

Step 2: Initial public meeting is held ***(with perceived problem area from initial discussions with neighborhood group)***

- To determine the transportation issues within the neighborhood.
- To begin to identify the transportation area.
- Transportation area will be displayed on the web and available in the office.

- ***Public may voice concerns on the transportation area at a Council meeting and staff will address issues at a Council work session if desired***

Step 3: A traffic study is then done in the **transportation area**, (decided by the transportation engineer).

Step 4: **The results of the study must meet one or more of the NTCP's Warrants to continue**.

The Warrants are:

- **The 85% speed must be 9 mph or greater than the posted speed limit**.
- **Cut-through for local streets must be greater than 25**%.
- **If there have been 3 or more *correctable* accidents in the last year an area qualifies for further study**

Step 5: If **warrants aren't met then the process stops** and the citizens are informed by mail and through the neighborhood contacts.

Step 6: If warrants are met a second meeting is scheduled and traffic calming choices will be presented. (Please see the attached table)

Step 7: The approved survey from the second meeting will be mailed to the transportation area. A 60% approval rate of returned surveys is needed to pass. Only those living in the transportation area get to vote, each dwelling unit gets one vote.

Step 8: Funding: When a survey passes, the project can be funded through the capital improvement program (CIP), cost share program, the neighborhood grant program, or a combination there of. The Traffic Committee will rank the NTCP's CIP projects every year to be submitted to The Town Council.

- In addition, a neighborhood can have a street placed on the **"Increased Fine For Speeding"** program. This program allows the police to charge an additional $200 fine for anyone caught speeding on that particular street. For this to go into effect there must be a 75% approval, by petition, of the residents living on the street. Town Council approval is also required. It requires a 75% approval, by petition, of the residents on the street to remove the increase fine zone.

TABLE 1, Traffic Calming Options

Classification	Collector	Local Streets		Other Considerations										
		Neighborhood Collector	Local Access	Curbs & Gutters	% Grade	Curvature of Stretch	School Bus Route/Metro	Adjacent Arterials	Previous Traffic Eng. Improve. Unsuccessful	Impacts to Police/Fire	Delay Accident	Homes Front Street	Acceptable Impacts	
Land Use	Small Commercial Residential	Residential	Residential											Control Device Use May be Considered
Traffic Engineering & Specialized Improvments	Yes	Yes	Yes	-	-	-	-	-	-	-	-	-	-	High Speeds
Police Enforcement Neighborhood Speed Watch Program	Yes	Yes	Yes	-	-	-	-	-	-	-	-	-	-	High Speeds
Speed Enforcement Program	85%≥9mph over speed limit	85%≥9mph over speed limit	85%≥9mph over speed limit											High Speeds
Speed Humps	No	Vol ≤3000 85% ≥ 34	Vol ≥300 85% ≥34	Yes	Not > 10%	300	Yes	Yes	Yes	Yes	-	Yes	Yes	Speeds or Accident History
Traffic Circles	No	Vol ≤3000 85% ≥ 34	Vol ≥300 85% ≥ 34	Yes	Not > 10%	-	Yes	Yes	Yes	Yes	-	Yes	Yes	Speeds or Accident History
Stop Signs	MUTCD	MUTCD	MUTCD	-	-	-	-	-	-	-	-	-	-	Accident History
Diverter	No	No	Vol ≥300	Yes	-	-	Yes	Yes	Yes	Yes	Yes	Yes	Yes	High Cut-through volume
One-Way/ Chokers	No	Vol ≥ 2500	Vol ≥300	Yes	-	-	Yes	Yes	Yes	Yes	Yes	-	Yes	Hight Cut-through volume

MUTCD- Manual for Traffic Control Devices

NTCP Transportation Study Area Boundary: Establishment Principles

The Neighborhood Traffic Control Program Policy includes the establishment of a transportation boundary area within which residents can vote on traffic calming measures in that area. The study area, as proposed in the policy, is established by the Town's Traffic Engineer using transportation principles. Each NTCP will have specific concerns, as well as a specific set of traffic patterns, behaviors, and circumstances in their neighborhood. Therefore, the boundary area will be determined by the transportation engineer using the following basic principles, as they are applied to each specific set of circumstances within the NTCP:

- The potential to positively or negatively affect surrounding streets should be considered in whether or not to include adjacent streets. (For instance, blocking one street may send traffic down another street not designed to handle the extra traffic; therefore, it would be pertinent to include that road in the study)
- Overall Town traffic patterns and destinations shall be considered in the inclusion or exclusion of streets. (For instance, when a collector road is being analyzed for speeding, you may need to evaluate the effect that traffic calming on that collector road will have on the destination routes that the majority of the traffic is taking. This may involve other roads).
- Consider the actual versus intended users of the street(s) and their destinations. (For instance, a local road that is intended for residential use may be experiencing cut through traffic to a commercial area. Alternate routes may exist to the commercial destination and may need to be included in the study)
- Consider excluding adjacent or connecting streets that are not affected by traffic calming measures on the street in question. (For instance, if traffic measures are installed on Street A, and Street B intersects with it can still be accessed and is not affected by these changes, there is no need to include Street B in the study.)
- Consider including whole blocks where one end of the block is affected by what the other end may implement. Similarly, consider including multiple blocks where traffic calming measures in one block may cause a change in another block. (For instance, speed reduction in one block may cause a speed increase in the next block, which may need to be included in the study.)
- Consider the nature of the concerns. (For example, physical changes to a roadway can affect all surrounding roadways necessitating inclusion of other streets in the study area. On the other hand, behavioral changes such as speed enforcement, signage, or striping, will rarely affect adjacent streets.)
- Consider the boundaries used in past studies and evaluate their effectiveness.

These are basic guidelines that the Traffic Engineer will consider in determining an appropriate study area boundary. Please advise me if I can be of further assistance to you in this matter.