

CITY OF PEORIA

Neighborhood Traffic Management Program (NTMP)

Information Booklet



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NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM Goals, Objectives, and Policies

INTRODUCTION

In response to continued concerns about traffic in neighborhoods, the City of Peoria adopted City Code Sections 14-77 and 14-78 pertaining to the development of a Neighborhood Traffic Management Program (NTMP) and the designation of neighborhoods as Residential Traffic Control Areas. This document contains the Goals, Objectives and Policies for the NTMP and shall serve as the adopted guidelines to follow for neighborhood participation in the NTMP, as required by Peoria City Code Section 14-77 (d).

The NTMP works in cooperation with neighborhoods to promote the preservation of the residential character of Peoria's neighborhoods and to help improve the overall quality of life. The NTMP is designed to address traffic concerns in residential areas of the City that may have a negative influence on the health, safety, and welfare of Peoria citizens. Traffic concerns may include:

- traffic using a residential local or collector street as a shortcut or detour or;
- an excessive volume of traffic on a residential local or collector street or;
- traffic operating at excessive speeds on a residential local or collector street or;
- vehicles with an origin and destination outside the neighborhood.

GOALS

The Neighborhood Traffic Management Program incorporates the following goals:

1. To improve quality of life for Peoria residents
2. To increase public health, safety, and welfare
3. To develop and maintain a transportation system that accommodates travel demands and discourages unnecessary use of residential local and collector streets
4. To enhance accessibility for all street users including pedestrians and bicyclists.

OBJECTIVES

In order to accomplish the NTMP goals, the following objectives are adopted:

1. Achieve safe, slow speeds for motor vehicles appropriate for residential local and residential collector streets in neighborhoods
2. Reduce transient (cut-through or non-local) traffic
3. Improve safety for all street users
4. Work in cooperation with residents, since NTMP is a community-based program

5. Implement residential street design standards for local and collector streets for the development of subdivisions that discourage excessive speeding and cut-through traffic in neighborhoods
6. Promote the adoption of right-of-way width standards for arterial streets sufficient to accommodate capacity demands.

POLICIES

The goals and objectives of the City of Peoria's Neighborhood Traffic Management Program are achieved by meeting minimum criteria in the following policies and procedures. To provide a user-friendly and streamlined program based on community involvement, the Neighborhood Traffic Management Program (NTMP) will consist of the following 5-step process:

NTMP Process

1. Initial contact
2. Traffic studies
3. Petitions/Obtain Consensus
4. Implementation/Construction
5. Evaluation

- 1. Initial contact.** Upon initial contact made by a resident or property owner inquiring about traffic calming in their neighborhood, City staff will mail an information packet about the Neighborhood Traffic Management Program and a "Traffic Action Request Form" to the requestor.

After reading the information, if residents are interested in the NTMP, they should submit the completed Traffic Action Request Form to the City. The purpose of this form is to initiate the NTMP process and request a traffic study be conducted to determine if a particular street(s) meets the NTMP criteria; it is not a petition for traffic calming features. The form shall require signatures from residents of at least 10 different households on the street(s) where the features are to be installed in order to warrant the conduction of a traffic study.

The construction of new subdivision developments must be built out before they can be eligible for the NTMP because developments under construction may impact traffic patterns within the neighborhood and affect the traffic study.

Only public streets in the City of Peoria that are paved and maintained by the City are eligible for the NTMP.

- 2. Traffic study.** Upon receipt of a completed Traffic Action Request Form, City staff will schedule a traffic study. Requests for studies should be conducted in the order they are received. Traffic studies are usually conducted during the school year unless unique circumstances exist, as determined by City Traffic Engineering staff.

The study area will be determined by City staff using engineering judgment to include the area most likely to be affected by the implementation of traffic calming features in order to address resident's concerns. Residential streets meeting the following criteria shall be eligible to participate in the NTMP **and they will be designated as a Residential Traffic Control Area, which must be approved by City Council.**

Minimum NTMP Criteria

Street Classification	Average Daily Traffic Volume (veh/day)	Average Volume in Peak Hour (veh/hour)	85th Percentile Speeds (MPH)
Local	700	70	5 over the posted speed limit
Minor Collector	1000	100	5 over the posted speed limit
Major Collector	3000	300	10 over the posted speed limit

Local Streets:

Any street meeting the above traffic volume criteria is eligible for traffic calming features through the NTMP. However, in order to pursue speed humps on a local street, it must meet the following minimum volume criteria.

Minimum Volume Criteria for Local Streets for Speed Humps			
Local	100	40	5 over the posted speed limit

Residents on streets that are not eligible but are still interested in speed humps can request another traffic study be conducted after at least six months have passed from the date of the last traffic engineering study to see if they meet the minimum vehicular speed criteria.

However, if a street does not meet the volume criteria or the speed criteria, they may still pursue speed humps, IF, they meet all of the following conditions:

- *the measured 85th percentile speed is at or above the posted speed limit, and*
- *the residents are willing to pay the full cost of installation and maintenance fees, and*
- *the neighborhood goes through the normal petition process (see page 4), and*
- *the residents are able to obtain 80% support during petition process (see page 6)*

Collector Streets:

Collector streets may be eligible for speed cushions only if they meet the NTMP criteria and all of the following apply:

- *they have one travel lane in each direction not including bike lanes or parking lanes, and*
- *front facing homes*

In order to qualify for speed humps/speed cushions/speed tables, Local streets/Collectors must have curb and gutter in addition to meeting above criteria.

Speed humps/speed cushions/speed tables will not be installed at locations with a grade more than 6%.

- 3. Petitions/Obtain Consensus.** Residents may request the City of Peoria prepare petitions for specific traffic calming features on specific streets. Traffic calming features available through the NTMP, subject to approval by the Engineering Department based on a review of street conditions and other parameters, include:

Speed humps	Speed tables
Traffic circles	Chicanes
Right-turn diverters	Island diverters
Diagonal diverters	Median islands
Turn prohibitions	Speed cushions

Speed humps, speed tables and speed cushions will be installed permanently. Other traffic calming features, except for signage applications, shall first be installed on a temporary basis for a 90-day test period; then, if residents would like to pursue permanent traffic calming features, a second petition will be required. Traffic restrictions implemented through signage applications may be either temporary for a 90-day test period or permanent. Complete street closures shall not be allowed through the NTMP.

Prior to the petitioning, a verbal OK map will be issued by City Traffic Engineering staff identifying the potential locations of the traffic calming features, along with those properties that will be most affected if the features are installed. The residents are then asked to contact the property owners of the properties mentioned above to find out if they are supportive of the locations. If the property owners are supportive, residents contact City staff to let them know they are ready to petition. If some or all of the property owners are not supportive, residents contact City staff who will then determine whether the features could be placed somewhere else.

All petition forms shall be prepared by City staff and provided to residents. A map showing the location of the traffic calming features and the petition boundary area shall also be included. City staff shall determine all petition boundaries on a case by case basis for the individual features requested by residents. In general, petition boundaries will be determined based on the degree to which the properties immediately adjacent to a traffic calming project are affected compared to those included in the entire study area. Boundaries can be enlarged or reduced where applicable as determined by City Traffic Engineering staff.

Where a traffic calming feature is proposed immediately adjacent to a fire station, a written consensus from the Fire Department shall be required when the proposed traffic calming feature impacts direct emergency vehicle response route.

Petitions must be completed and returned to the City within six months from the date they were provided to the neighborhood coordinator or they will expire. A one-time extension of ***one month*** may be requested if necessary.

Only signatures on official petition forms prepared by the City of Peoria will be accepted. No photocopies or substitutions will be allowed. If a person signing the petition decides to change their mind and would like to remove their name from the petition, the person has three business days from the date the petition was received by City staff to submit a letter to the City stating in writing that they would like to rescind their name from the petition.

Only one signature per property will be counted on the petition. Signatures from either the property owner or a renter will be sufficient for petitions for temporary traffic calming features. ***Property owner signatures*** are required for permanent traffic calming features. Properties owned by the City of Peoria should be considered neutral and no signature from those properties will be required. ***If a multi-family dwelling (i.e. apartments, duplexes, etc...) is within the petition boundary area, the property will be counted as one unit, and the property manager or owner will need to sign the petition. The exception to this rule would be in cases such as condominiums***

where units are individually owned. Each unit would be counted separately in this case.

Signatures are required from those households immediately adjacent to each proposed speed hump, speed table, speed cushion or temporary/permanent traffic calming feature.

Residents and City staff should work in cooperation with an established Homeowners' Association or their designee if applicable to a neighborhood that has been designated as a Residential Traffic Control Area. However, a Homeowners' Association shall not prevent the implementation of a traffic calming project in the neighborhood if a petition is approved by a majority of property owners and/or residents.

Where a traffic calming feature is proposed immediately adjacent to a park, common area or drainage area that is owned by a Homeowners' Association or other entity, such as when a speed hump location is adjacent to it, written approval from the board of the association shall only be required when the proposed traffic calming feature impacts direct motor vehicle access to the parcel, such as an entrance to a parking lot. If approval is required, it can be satisfied with a letter signed by one or more board members.

If over 200 households are in a NTMP petition boundary, residents may ask City staff to mail ballots in lieu of petitions. At least 75% of the ballots must be returned, and at least 70% of the returned ballots must vote in favor of the NTMP project. If petitions are requested during the balloting process or in addition to the ballots, then a minimum of 70% of the signatures within a petition boundary will be required for approval.

- 4. Implementation and Removal.** A minimum of 70% of the signatures within a petition boundary is required for any petition to be approved. ***In addition, 100% of those directly adjacent to the traffic calming features must be in support. If these requirements are met, the City of Peoria will pay 100% of the cost. The only exception applies to residents who did not qualify for City funding, but still desire to install speed humps. In this case, a minimum of 80% of the signatures within a petition boundary is required for any petition to be approved, and 100% of those directly adjacent to the traffic calming features must be in support, assuming the residents are willing to absorb the cost of the speed humps.***

The same petition boundary and petition process shall be required for the **removal** of any approved and installed traffic calming features through the Neighborhood Traffic Management Program process, or by a developer. Traffic calming features must be in place a minimum of one year before residents can request a petition for removals. Removal of temporary features does not require a petition and therefore are not subject to this process. The

funding for removal of permanent features installed through the NTMP process will be required from residents provided the minimum 70% approval is obtained from the property owners in the petition boundary. If residents paid for the installation, they will also be required to pay for the removal. Removal of permanent traffic calming features installed by a developer will be subject to a funding requirement of 50% of the cost of the removal project. Funding would be required to be received by the City prior to coordination of the removal project as directed by the City.

Where it is determined by the City that more than 30% of the applicable households within the boundary are rental properties, the City can help the coordinator(s) in mailing certified letters to the rental property owner(s) indicating the requirements for traffic calming measures and provide the owner(s) with a timeline of 14 days to respond. If no response is received by the deadline it will be treated as a "YES" to the installation of traffic calming measures. In case of foreclosed/bank-owned properties that are vacant the City would not include them in the petitioning process.

- 5. Evaluation.** During the ninety (90) day test of temporary NTMP features, the City will evaluate their effectiveness. Based on the results of the evaluation, residents will decide if they want to try another temporary NTMP feature, install permanent NTMP features, or remove the temporary features altogether.