



Engineering and
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8 Sundial Circle
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Carefree, AZ 85377

480-488-3686



Neighborhood Traffic Calming Policy

DRAFT August 2023





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TRAFFIC CALMING POLICY

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POLICY GOALS AND OBJECTIVES

This policy defines the procedures and criteria involved in the Town of Carefree’s Neighborhood Traffic Calming Program (TCP). The goal of the TCP is to reduce neighborhood vehicle speeding and safety concerns by achieving better speed limit compliance on residential, local, and minor collector streets and to ensure that the needs of all stakeholders are met. The mitigation efforts will be performed on public streets only. No private streets will be affected. The TCP aims to achieve this goal by incorporating the following:

- Specific traffic volume and speed criteria that define acceptable standards for local streets
- Consideration of distinct traffic and neighborhood features, such as the following:
 - High volume of pedestrians or bicycles
 - Very high speeds with very low traffic volume
- Review and approval of project plans by Rural Metro, MCSO, Carefree Water Department, and Public Works Department
- Review and approval of projects that advance past the petition phase by the Town Council
- Notification and outreach to affected areas

PROGRAM COMPONENTS

Recognizing that there is no one-size-fits-all solution to speed concerns, the TCP takes a comprehensive approach. The TCP consists of two components - neighborhood speed awareness and neighborhood traffic calming that encompass the three “E’s” of traffic safety: education, enforcement, and engineering.

Neighborhood Speed Awareness (Education and Enforcement)

The neighborhood speed awareness component focuses primarily on education and enforcement. For example, residents are encouraged to educate their neighbors about speeding concerns through the process of filling out a Letter of Interest Form (see page 10). Other residents can sign the form to show their support for initiating the TCP in their neighborhood. Residents can also request a temporary speed feedback sign to educate drivers about their travel speeds and speed limits in the neighborhood. Finally, residents can request an hour of MCSO patrol to both enforce speeds and educate drivers.

Neighborhood Traffic Calming (Engineering)

The neighborhood traffic calming component focuses primarily on engineering. Once the Letter of Interest Form has been provided to the Engineering and Streets Department, the town will collect traffic volume and speed data to compare with policy criteria for potential installation of permanent or semi-permanent traffic calming devices. Generally, data will be obtained through contracting with a traffic engineering firm. The costs for these studies will vary and will be shareable funding with the affected residents who reside on the impacted streets. A resident may also request changes to traffic signs and markings on their street, which may not require collection of traffic data.

TRAFFIC CALMING PROGRAM - STEP BY STEP

Step 1 – Contact the town.

The resident(s) must initiate contact with the Town Engineer.

Step 2 – Discuss concerns and potential solutions with town staff.

The Town Engineer will reach out to the residents to acquire more details about the concern and discuss potential solutions and policy criteria.

Step 3 – Collect signatures on a Letter of Interest Form and submit it to the town.

If the Town Engineer indicates that initial criteria for traffic calming are met and the resident wishes to pursue permanent or semi-permanent traffic calming, the resident must submit a completed Letter of Interest Form (see page 10) to the Town Engineer to initiate a formal study of traffic conditions. The Letter of Interest Form must include signatures from at least 3 current residents or property owners or from at least 50% of the residents or property owners along the street section under consideration for traffic calming.

Step 4 – Review traffic data.

The Town Engineer will collect and process traffic data and then send a formal email to the resident documenting the outcome of the data collection and whether it meets policy criteria for the requested traffic calming device(s).

Step 5 – Initiate a neighborhood petition.

If the street segment meets policy criteria, the Town Engineer and the residents will work together to create a concept plan, define the affected and notification areas, and create a petition form. The residents will then be responsible for acquiring signatures from a minimum of 60% of the addresses within the affected area and 80% of the addresses within 1000 feet of the proposed traffic calming devices and the board of the impacted associations. Refer to the petition process section on Page 8 for more details.

Step 6 – Obtain Town Council approval for construction of the project.

The final step requires approval of the project by the Town Council. The Town Engineer will prepare a presentation of all relevant information related to the project and request approval for construction of the project from the council. **Prior to construction fees obtained and approved by impacted residents before the installation of any traffic calming devices. Residents will have 30 days to submit fees to the Town.**

BENEFITS AND DEFICIENCIES OF TRAFFIC CALMING

Before requesting permanent or semi-permanent traffic calming devices, it is important for the resident to understand all potential benefits and deficiencies of these devices.

Potential Benefits of Traffic Calming

Below are the expected potential benefits of traffic calming devices. However, benefits are not guaranteed and what some may see as a benefit, others may see as a drawback.

- Substantially reduces number of vehicles traveling more than 35 mph
- Noticeably reduces number of vehicles traveling more than 30 mph
- May noticeably reduce number of vehicles traveling on a street
- Present 24 hours-per-day, 365 days-per-year
- Enhanced neighborhood appeal

- Improved comfort for bicycles and pedestrians
- Increased driver awareness

Potential Deficiencies of Traffic Calming

Along with the potential benefits of traffic calming devices, there are also some potential deficiencies. Again, not everyone will see all of these as deficiencies.

- Continued vehicle speeds over 35 mph
- May delay emergency vehicle response
- Increased vehicle noise
- Requirement of some residents to travel through speed calming devices whenever they drive to or from home
- May result in debris accumulation
- May detract from neighborhood appeal
- May impact driveway access

TRAFFIC CALMING CRITERIA BY DEVICE TYPE

Specific criteria and conditions must be met for each type of permanent or semi-permanent traffic calming device to be installed in the Town of Carefree.

Vertical Realignment Criteria (Speed Cushions or Speed Tables)

Requests for traffic calming devices on public streets will be considered by the Town if all of the following criteria are met:

- The street segment being considered for traffic calming is 660 to 5,280 feet in length.
- The street is paved and a public throughfare.
- The street is planned for only one through motor vehicle lane per **direction**.
- The street has 300 to 3,000 vehicles per day.
- The posted speed limit shall be a maximum of 30 mph.**
- The following two speed conditions are met:
 - At least 40% of traffic travels at speeds of 5 mph or more above the speed limit.
 - At least 20% of traffic travels at speeds of 10 mph or more above the speed limit.
- Taking both sides of the street into consideration, the street has more than 50% direct residential access. Exceptions may be given to streets adjacent to a school or park or to streets designated as a pedestrian or bicycle route.
- On a street where traffic calming devices have been installed, 1 year must pass before the town will entertain removal of the device.**

Horizontal Realignment Criteria (Median or Side Islands)

- The street segment being considered for traffic calming is 660 to 5,280 feet in length.
- The street is paved and a public throughfare.

- The street is planned for only one through motor vehicle lane per direction.
- The street has 300 to 3,000 vehicles per day.
- The following two speed conditions must be met:
 - At least 40% of traffic travels at speeds of 5 mph or more above the speed limit.
 - At least 20% of traffic travels at speeds of 10 mph or more above the speed limit.
- Taking both sides of the street into consideration, the street has more than 50% direct residential access. Exceptions may be given to streets adjacent to a school or park or to streets designated as a pedestrian or bicycle route.
- The street does not qualify or is unacceptable for vertical realignment.

Speed Feedback Sign Criteria and Conditions

- The street has 300 or more vehicles per day.
- The following two speed conditions must be met:
 - At least 30% of traffic travels at speeds of 5 mph or more above the speed limit.
 - At least 15% of traffic travels at speeds of 10 mph or more above the speed limit.
- Conditions where a speed feedback sign is not appropriate:
 - Speed feedback signs should not be installed on a significant horizontal or vertical curve.
 - Solar speed feedback signs should be used.
- Speed feedback signs are considered semi-permanent solutions and may be relocated after a period of three years if they are deemed to be ineffective.
- The use of speed feedback signs is subject to the availability of Traffic Calming Program funds, and locations will be determined by priority if sufficient funds do not exist.
- Due to the high visibility of speed feedback signs, efforts shall be made to locate the sign where it creates the least impact to surrounding property owners. Before installation all property owners within visual proximity of the proposed sign location shall be notified. If staff receives concerns, then a determination will be made as to whether the speed feedback sign should be relocated or not installed.

Route Restricting Traffic Calming Criteria

- Adjacent non-residential routes can accommodate diverted traffic.
- The street segment is 0.5 to 2 miles in length.
- The street is paved.
- The street is planned for only one through motor vehicle lane per direction.
- The street has 300 to 2,000 vehicles per day.
- The following two speed conditions must be met:
 - At least 40% of traffic travels at speeds of 5 mph or more above the speed limit.
 - At least 20% of traffic travels at speeds of 10 mph or more above the speed limit.
- Taking both sides of the street into consideration, the street has more than 50% direct residential access. Exceptions may be given to streets adjacent to a school or park, or to streets designated as a pedestrian or bicycle route.

PETITION PROCESS

The petition process is largely driven by the residents with support from town staff and is the last major hurdle before project implementation. Below is a list of roles and responsibilities for completing the petition:

- Town staff determines notification and affected areas.
- Town staff provides resident(s) with the following:
 - Petition form with proposed traffic calming project plan on back
 - Information packet
 - Notification area map(s)
- Town staff includes specific project information on the town website.
- Town staff posts project notification signs at identified street or neighborhood entry that includes town website project information.
- Resident(s) circulates petitions in affected area and returns petitions to the town.
- Town staff evaluates petition to make sure the following conditions are met:
 - 60% of addresses (either owners or long-term tenants) in affected area must sign. One signature is allowed per household or property.
 - Vacant homes or properties are excluded from affected areas and petition.
 - 80% of addresses (either owner or long-term tenants) within 1000 feet of proposed traffic calming devices must sign petition and a letter from the Town of support from the impacted HOA Board will be required.
- Town staff may contact individual signatories.
- Impacted residents will be required to share in the data collection, design, and construction fees required to implement the improvements. The fees will vary based on the size, type, and costs for each individual improvement area. Fees and cost sharing will be set after the petition has been accepted and will need to be approved, with the impacted parties, prior to entering a contract with a design firm. **Sliding scale fees similar to Cave Creek may be used.**
- An annual budget amount, for traffic calming installations, will be included in each annual budget and the funds will be allocated on a first come basis and/or prioritized as discussed above.

The town typically defines the affected area(s) and notification area(s) as follows:

Affected Area

- Residents adjacent to the street
- Residents/institutions/businesses adjacent to the street that have no alternative route
- Residents that are most likely to choose the route being considered for traffic calming for access to their home
- Residents that are not separated from the area by a minor collector or larger designated street

Notification Area

- The affected area
- Residents on streets likely to experience increases in traffic volumes or travel speeds of 10% or more due to traffic calming implementation
- Residents on streets within ¼ to ½ mile of the street(s) being considered for traffic calming implementation
- Residents that are not separated by a major collector or larger designated street
- Drivers/other users of the street notified by driver-visible signage posted on streets proposed for devices

PROJECT PRIORITIZATION

Construction of approved traffic calming projects will be based upon available funding and the following prioritization factors in order of importance:

- Percentage of speeding vehicles
- Daily traffic volume
- Street is adjacent to a school or park or adjacent to a designated pedestrian or bicycle route.

The Town Council will determine which projects are priorities if there is limited funding available for project requests. Carefree will require a flat fee of \$500 to begin the traffic calming process. This fee shall be deducted from the agreed upon sharing costs associated with the improvements.

DEVICE REMOVAL OR MODIFICATION

Requests to remove traffic calming devices can be made no earlier than 12 months after the project has been completed. The process to remove the traffic calming devices is the same as the petition process to install the devices. Exceptions may be made by the Town Council.

Requests for modifications to a traffic calming project can be made at any time to the Engineering Department. The town engineer will determine if a petition process is necessary for a requested modification. Installing additional traffic calming devices to an existing project may be considered if the street qualifies for the speed and volume criteria 12 months after project completion.

A device may be removed or modified if it causes stormwater or emergency response issues or if it has adverse impacts on adjacent streets.

Traffic Calming Program Letter of Interest Form

FROM: _____

ADDRESS: _____

PHONE NUMBER: _____

E-MAIL: _____

DATE: _____

We, the undersigned, are interested in neighborhood traffic management for the following street. Please submit a separate form for each street. Please only one signature per address.

Street: _____ **from** _____ **to** _____

	<u>PRINTED NAME</u>	<u>ADDRESS</u>	<u>E-MAIL OR PHONE</u>	<u>SIGNATURE</u>
1)	_____	_____	_____	_____
2)	_____	_____	_____	_____
3)	_____	_____	_____	_____
4)	_____	_____	_____	_____
5)	_____	_____	_____	_____
6)	_____	_____	_____	_____
7)	_____	_____	_____	_____
8)	_____	_____	_____	_____
9)	_____	_____	_____	_____
10)	_____	_____	_____	_____

Return to: Town of Carefree Engineering Department,
8 Sundial Circle,
PO Box 740,
Carefree, AZ 85377
480-488-3686

Engineering Department - received by: _____

Date: _____



Traffic Calming Program Petition

Street: _____ from _____ to _____

Residents of your neighborhood requested traffic calming improvements as shown on the back of this petition. The Carefree Engineering Department requests resident approval of the installation. The Town of Carefree, under this program, expects the impacted residents to share in the funding of projects. The costs for the resident's share shall be determined once the petition has been accepted by the Town and the costs have been estimated.

Signatures must be either the property owner's or property residents, and the signer must be 18 years old or older. Only one signature will be allowed, per property.

The Municipal Traffic Calming Program is available for review at <https://www.carefree.org/engineering-streets-and-right-of-way>. By signing, those named below support the traffic calming plan shown on the back of this petition. For additional information, contact the Engineering Department at 480-488-3686.

<u>PRINTED NAME</u>	<u>SIGNATURE</u>	<u>ADDRESS</u>	<u>DATE</u>
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____
5) _____	_____	_____	_____
6) _____	_____	_____	_____
7) _____	_____	_____	_____
8) _____	_____	_____	_____
9) _____	_____	_____	_____
10) _____	_____	_____	_____
11) _____	_____	_____	_____
12) _____	_____	_____	_____
13) _____	_____	_____	_____
14) _____	_____	_____	_____
15) _____	_____	_____	_____

Petitions without a map on reverse will not be accepted.

Petition circulator: _____

Engineering Department received: _____

Figure 1, Figure 2, and Figure 3 provide hypothetical examples of affected areas and notification areas for small, medium, and large neighborhoods.

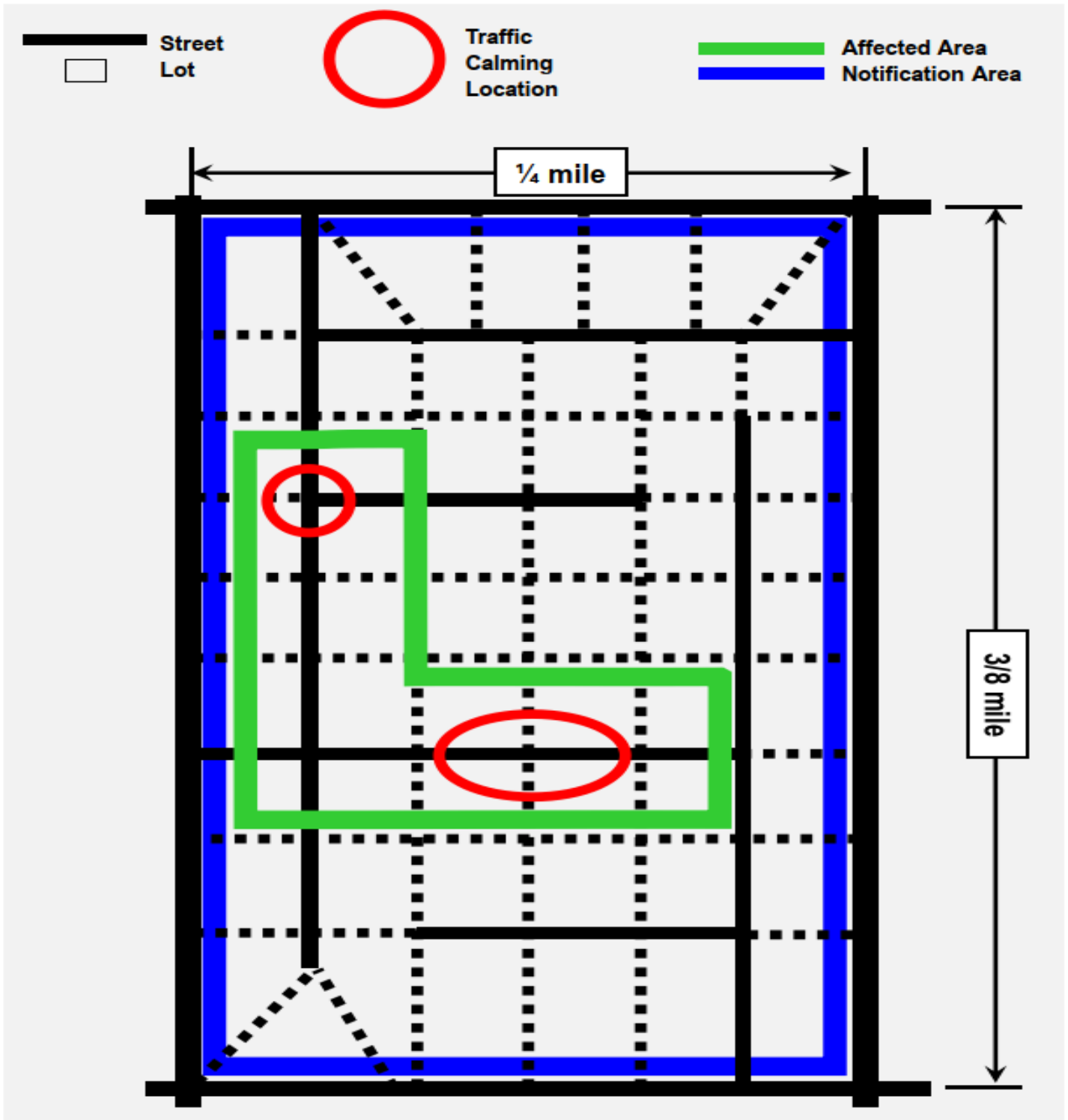


Figure 1: Affected and Notified Areas for Small Neighborhood

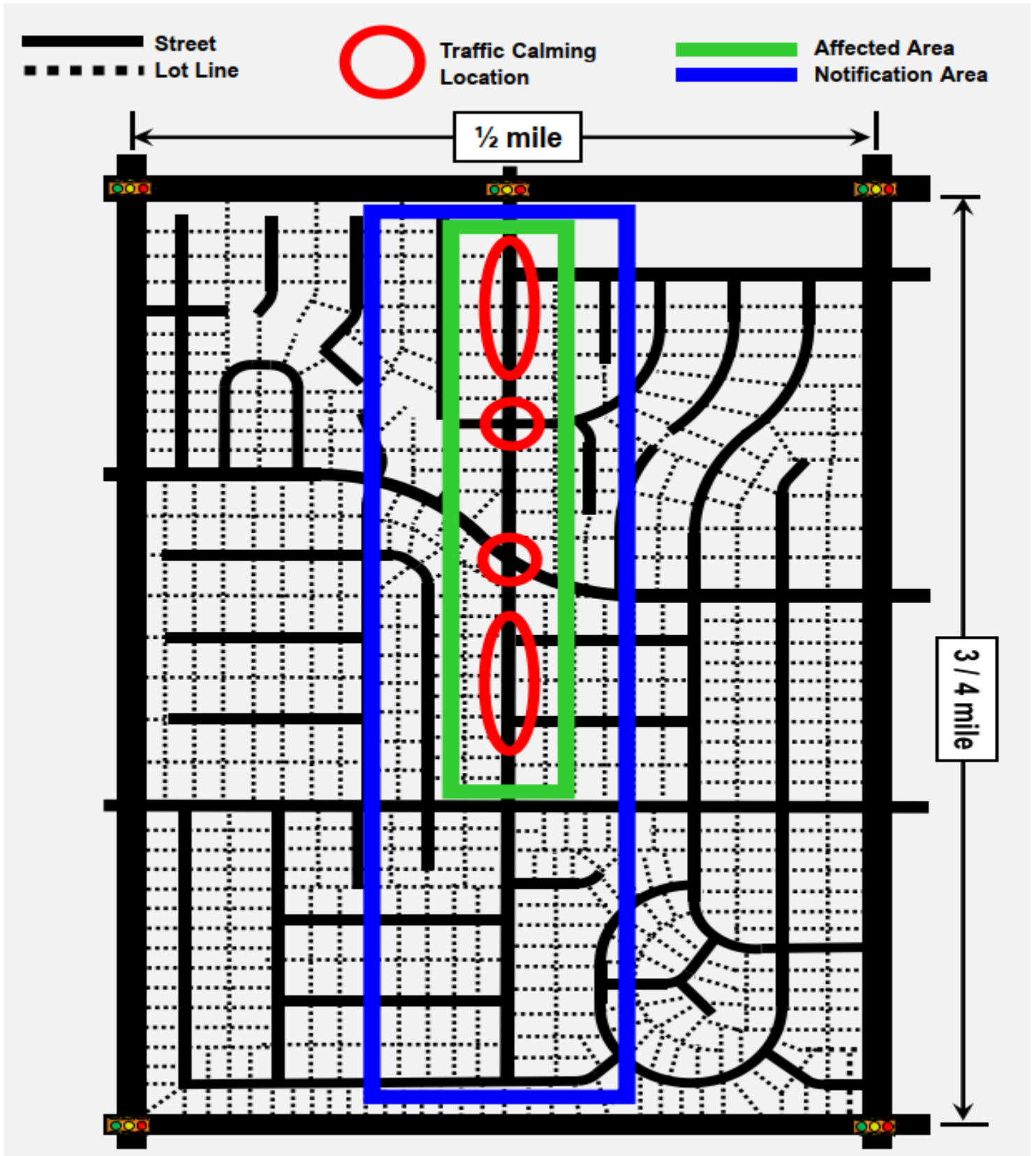


Figure 2: Affected and Notified Areas for Medium Neighborhood

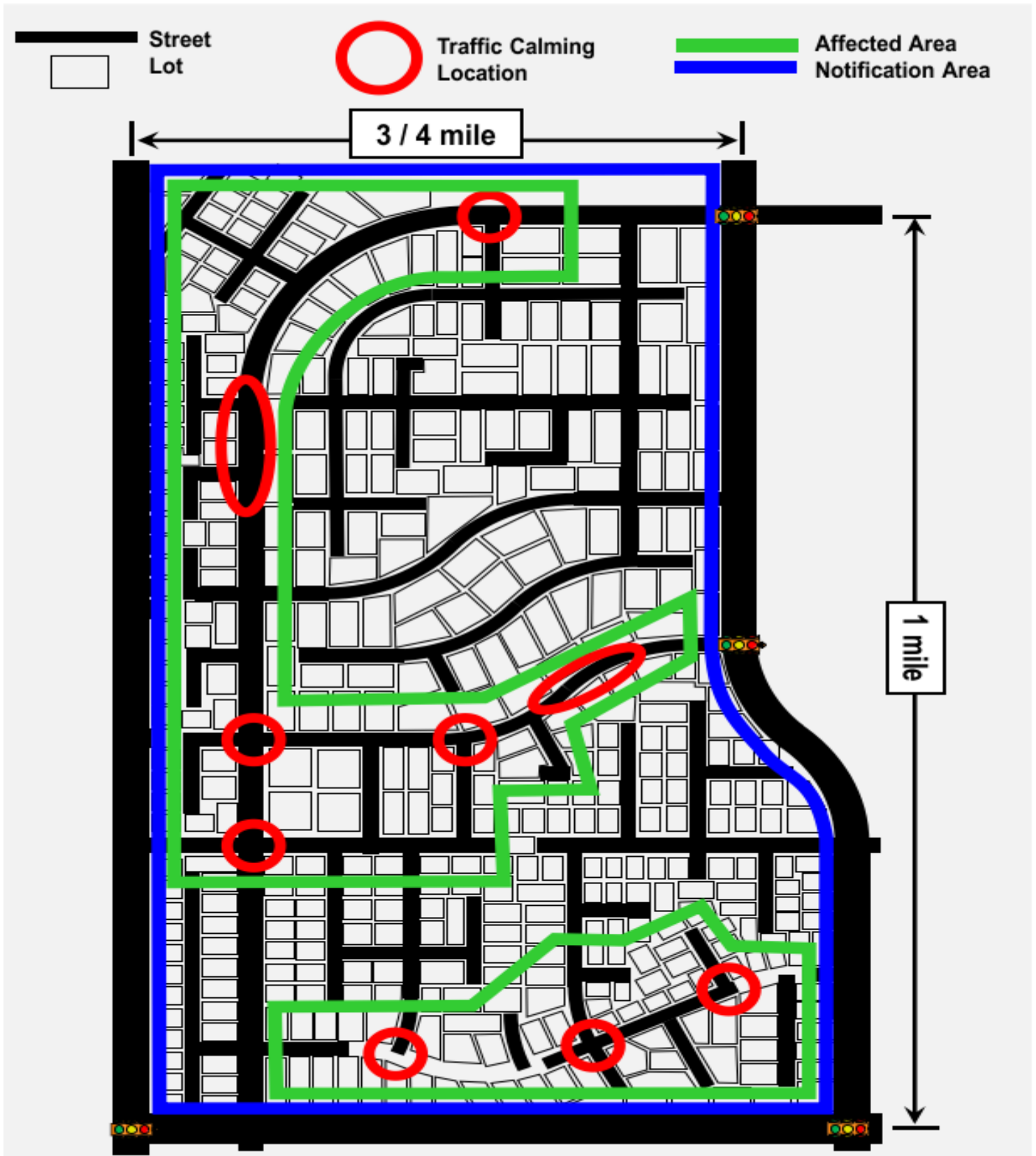


Figure 3: Affected and Notified Areas for Large Neighborhood