

Traffic Calming Policy

City of Oxford Public Works Department

Approved by Board of Aldermen 04/16/2013

03/2013

The City of Oxford has adopted a Traffic Calming Policy as described herein to address resident concerns regarding speeding and cut-through traffic in residential neighborhoods and the potential safety concerns associated with such traffic while still respecting and promoting the Complete Street Policy. Any variations from this policy require approval of the Board of Alderman.

To be considered for traffic calming measures, the street must first be classified as a “Local” street. Section 162.04(2c) defines local streets as:

Residential or rural roads not classified in a higher system, primarily providing direct access to abutting land and to collector streets. They offer the lowest level of mobility and usually carry very little truck traffic. Service for through traffic is deliberately discouraged.

Public Works Engineering staff can assist in determining the road classification and will make the final determination if the street meets the applicable criteria.

In addition to classification, the street must meet one or more of the following criteria:

- Speed:

The street must meet speeding thresholds that indicate that 85% of users are exceeding the appropriately established speed limit by 7 miles per hour or more.

- Volume:

When considering a problem of cut-through traffic, a minimum threshold of 1000 vehicles per day must be exceeded for a street to be eligible for traffic calming. Maximum volume thresholds may also exist for specific traffic calming measures.

- Other:

City staff will evaluate traffic problems that could not be categorized as speed or volume related on a case-by-case basis to determine if traffic calming measures are warranted.

Public Works Staff will conduct the appropriate studies to determine the speed and volume on each road as described in Step 2 of the Evaluation Process on the following pages.

Funding and Priority Ranking

Traffic Calming requests will be prioritized by the City of Oxford’s Public Works Department on a first-come-first served basis based on the date of receipt of the Traffic Study Request Form as described in Step 1 below. Funding will be based on available funds, need, and prioritization, unless the Board of Aldermen determines that conditions

on a particular street, as demonstrated by speed or accident statistics, require greater priority. There is no guarantee that public funding will be available. Approved projects may be privately funded.

The City reserves the right to install traffic calming devices without a resident petition, as circumstances require. Further, nothing in this policy shall be read to require the City to install traffic calming devices at any specific location, or according to any specific timeline, other than those locations and timelines as may be determined by the City's Board of Aldermen.

Evaluation of Traffic Concerns

In order to fairly and appropriately address each resident's concern while best allocating resources, the City will follow an ordered response as described below:

Step 1: Report the Problem

A concerned resident must first report the problem to the City of Oxford Public Works Department using the Request for Traffic Study form provided by the City. This form is available on the City of Oxford website (www.oxfordms.net). A copy of the form may be requested by phone at (662)232-2306 or email by visiting the City of Oxford website (www.oxfordms.net → Contact Us → Concerns for Oxford Contact Page → Select Street/Traffic from the Common Request Dropdown menu). The form may also be picked up at City Hall. All completed forms must be returned directly to Public Works Department.

Step 2: Data Collection

City Engineering staff will collect traffic volume and speed data for the street and make field observations of any traffic patterns.

Step 3: Traffic Calming Study and Recommendation

City Engineering staff will use the data collected to complete a traffic calming study. This study may also include interviews with street residents, evaluation of accident histories along the street, recommendations from the Pathways Commission and any other means of gathering information needed to form a recommendation. Recommendations will be made in tiered response from Stage 1 to Stage 2 as described below:

Stage 1 (Possible methods used):

1. **Radar Speed deployment**-A temporary device will be installed to educate motorists regarding the fact that they may be significantly exceeding the speed limit.
2. **Traffic Enforcement Actions**-Oxford Police Department will provide an increased presence with the intent of modifying behavior.

3. **Traffic Signing and Pavement Markers**-Additional signing or striping may be installed.
4. **Curb extensions, chokers**-Various methods are used to narrow the roadway by extending raised curbs into the street.
5. **Traffic Circles**-A raised circular island in the middle of a residential neighborhood intersection.

This list is not intended to include every possible traffic control measure available for implementation but to provide guidelines and information on lesser known means.

Step 4: Follow-up Data Collection—Evaluate Results

If one or more of the Stage 1 Traffic Calming measures is implemented, City staff will wait approximately 6-8 weeks and conduct another speed and/or volume data collection. The data will then be analyzed to determine if the Traffic Calming measure was successful. If the measure was successful, and the criteria thresholds are not exceeded, then the traffic calming process will end at this point.

If the location continues to exceed the thresholds for speed and/or volume on a residential street, City staff will move on to analyze the possible Stage 2 Traffic Calming methods as described in Step 5 below.

Step 5: Neighborhood Involvement Prior to Stage 2 Device Installation

If follow-up data indicates that previous efforts to calm traffic have been unsuccessful, Stage 2 Traffic Calming Devices will be considered. Neighborhood involvement will be a large part of the evaluation before any Stage 2 Traffic Calming Devices are installed.

Stage 2 (Possible methods used):

1. **Median Entry islands or barriers**-Traffic islands used to create narrower roadway passages at entry and exit points or along the center of a roadway to prevent left turns
1. **Speed humps**-Raised pavement devices of either asphalt or concrete that measure approximately 12 feet in length and 3 inches in height and nearly the full road width.
2. **One Way chokers, half-closures, or semi-diverters**- Barriers to traffic in one direction that permit traffic in the opposite direction to proceed.
3. **Forced turn islands, barriers, channelization**—Traffic islands or curbs specifically designed to prevent traffic from making specific movements at an intersection.

4. **Diagonal diverters**-Barriers are placed diagonally across across an intersection to force drivers to make a particular turn but prevent other movements (such as proceeding straight through the intersection)
5. **Neighborhood Greenways**—low-traffic, low-speed neighborhood roads where pedestrians and cyclists are given priority and a variety of traffic calming measures including traffic stripe and signage, diverters, partial street closures and other means are deployed to encourage pedestrian and cyclist use and discourage automobile use

This list is not intended to include every possible traffic control measure available for implementation but to provide guidelines and information on lesser known means.

The following minimum criteria shall govern installation of Stage 2 Traffic Calming Devices in the City of Oxford:

- Stage 2 Traffic Calming Devices will be considered only after other less intrusive Stage 1 Traffic Calming measures have been rejected as infeasible or ineffective.
- Stage 2 Traffic Calming Devices will be available only on streets that have a posted speed limit no greater than 30 mph as determined in accordance with State Law, and no more than one traffic lane in each direction.
- Stage 2 Traffic Calming Devices will not be installed on any street designated as a truck route or a transit route.
- Stage 2 Traffic Calming Devices will not be installed on any street as to which there is, in the judgment of the Public Works Department, inadequate vertical and horizontal alignment and sight distances to allow for safe installation.
- Stage 2 Traffic Calming Devices will not be installed on any street that is a primary access route for emergency vehicles and would cause, in the judgment of the City's emergency response providers, unacceptable delay in response time to emergencies.

Additional criteria will govern the installation of Speed Humps:

- Speed Humps will not be installed on a portion of any street with a grade in excess of eight percent (8%).
- Speed Humps will be available only on residential streets carrying fewer than 1,500 vehicles per day.

Stage 2 Traffic Calming Devices will only be installed if 80% of the owners of residences (one vote per ownership) in the affected area sign the petition provided by the Public Works Department in favor of Stage 2 Traffic Calming Devices.

SUBMISSION OF PETITION

If the follow-up data collected in Step 4 indicates that additional Traffic Calming measures may be beneficial, the Public Works Department will contact the person who submitted the required form in **Step 1**. That resident would be eligible to become the

sponsor of a neighborhood petition to determine the level of support and acceptance for any proposed Stage 2 Traffic Calming Devices. The sponsor may be any owner or resident residing on the street requesting Stage 2 Traffic Calming Devices.

The sponsor of the petition shall contact every resident in the affected area. The affected area will be determined by the Public Works Department and will include the residences immediately adjacent to the street except for areas where dead end streets force additional residents to use the street petitioning for the installation of Stage 2 Traffic Calming Devices. If a resident is against the Stage 2 Traffic Calming Devices, “opposed” will be noted on the petition signature space. If the sponsor is unable to contact a resident, “no contact” will be noted on the petition signature space with the days and times that contact was attempted. The sponsor must make at least two (2) attempts on separate days to contact a resident.

The sponsor must use a petition form provided by the City staff which clearly indicates the proposed location of the Stage 2 Traffic Calming Device and the additional signs are stripe associated with that device.

VERIFICATION AND PROCESSING OF PETITION

Upon receipt of a complete petition (on a form provided by City staff) containing the requisite number of signatures, the petition will be reviewed and verified by the Public Works Department. The verified petition, along with documentation of traffic study information, will be forwarded to the City of Oxford’s Pathways Commission. The Pathways Commission will work with the Engineering Staff to recommend traffic calming devices. Prioritization and need will be determined by the City of Oxford’s Public Works Department once per fiscal year. The Public Works Department will present the recommendation and prioritization to the Board of Aldermen during the budget process for approval and authorization. The decision of the Board shall be final.

FUNDING AND PRIORITY RANKING

Traffic Calming requests will be prioritized by the City of Oxford’s Public Works Department. Funding will be based on available funds, need, and prioritization, unless the Board of Aldermen determines that conditions on a particular street, as demonstrated by speed or accident statistics, require greater priority. There is no guarantee that public funding will be available. Approved projects may be privately funded.

The City reserves the right to install traffic calming devices without a resident petition, as circumstances require. Further, nothing in this policy shall be read to require the City to install traffic calming devices at any specific location, or according to any specific timeline, other than those locations and timelines as may be determined by the City’s Board of Aldermen.

REMOVAL OF STAGE 2 TRAFFIC CALMING DEVICES

Stage 2 Traffic Calming Devices installed upon resident petition pursuant to this policy may be removed by the City upon a determination that the removal is required for public

safety reasons or a determination is made that the criteria for Stage 2 Traffic Calming Devices is no longer met because of changes in the area.

FUNDING OF REMOVAL

Removal of Stage 2 Traffic Calming Devices or other traffic calming devices initiated by the Board of Aldermen, the City of Oxford Public Works Department or any other city department shall be funded through the City of Oxford's General Fund.