

CITY OF COCONUT CREEK

IMPLEMENTATION GUIDELINES FOR TRAFFIC CALMING

I. Introduction:

The City of Coconut Creek recognizes that the conditions of residential streets can greatly affect neighborhood livability; and that properly designed and placed traffic calming devices can reduce vehicular speeds and discourage cut-through traffic. The Implementation Guidelines for Traffic Calming establish procedures for investigating, designing, constructing and installing traffic calming devices and signage on residential public roads.

II. Purpose:

To establish Implementation Guidelines for Traffic Calming (“Guidelines”) that outline the necessary procedures for determining where traffic calming devices could be installed within the City of Coconut Creek.

III. Definitions:

- A. Affected Area: Properties adjacent to the subject roadway.
- B. Arterials: Major highways primarily for through traffic.
- C. Class I Streets: Public roads that do not meet the criteria for a traffic calming device.
- D. Class II Streets: Public roads that meet the criteria for a traffic calming device.
- E. Collectors: Major roadways that collect and distribute traffic to and from local roads and serve as a linkage between land access and mobility needs.
- F. Cut-Through Traffic: Vehicles that neither have their origin nor destination in the area.
- G. 85th Percentile Speed: the speed which 85 percent of traffic travels below and 15 percent travels above: this higher-than-average speed is often used to set speed limits.
- H. Intensified Enforcement: Intensified enforcement of traffic regulations can calm traffic, generally, by reminding drivers of posted speed limits and by enforcing the observance of STOP signs and other traffic regulations. Police or other law enforcement officers are the usual source of intensified enforcement.

- I. Traffic Calming Devices: Traffic engineering measures that are intended to reduce vehicle speed and/or reduce cut-through traffic. This is accomplished by specific alterations to a street's design or surface which are intended to raise the attention level of drivers or divert the path of cut-through traffic. There is an extensive "menu" of traffic calming devices, which may include the following actions or combination of actions:
1. Deflecting Paths - Deflecting the vehicle path is done through changing the route of the automobile. Some measures apply at mid-block locations, while others are most appropriate for intersections.
 2. Diverting Travel Routes - Diverting the driver's route increases travel time and encourages the driver to use another route. Traffic diverters, street closures, one-way streets, median closures and turning movement restrictions are primary examples of diversion.
 3. Narrow Roads – Narrowing roads (streets) is done through reducing the pavement width, adding parking adjacent to the roadway, or adding a median.
 4. Pavement Surface - Changing the pavement surface, frequently with speed humps, paver blocks or special pavement materials.
 5. Roundabouts: Larger than traffic circles, roundabouts are raised islands, placed in intersections, around which traffic circulates. Typically used on higher volume intersections on arterial and collector streets they often substitute for traffic signals. Roundabouts serve as traffic calming devices as well as intersection control devices by using gap acceptance; entering vehicles must yield to those already in the roundabout.
 6. Single Lane Use - Single lane usage can be accomplished by reducing lane width to one lane, for two-way travel. Single lane usage can be introduced by selecting short sections of roadway either at mid-block locations or intersections.
 7. Speed Bump – Device prohibited by the City of Coconut Creek land development code. An artificial ridge set across the surface of a street, parking lot, or driveway.
 8. Speed Hump - A raised section of roadway, parabolic or trapezoidal in shape. This device is typically installed on residential streets. For the purposes of these Guidelines, speed humps may include speed cushions, speed tables or variations thereof.
 9. Traffic Circles – Smaller than roundabouts, traffic circles are raised islands placed at intersections. Typically they are circular in shape but may be oblong to fit intersections. These devices are most commonly installed on residential streets.
- J. Traffic Control Devices: Traffic control devices, where warranted, can be used to regulate traffic patterns. Traffic signals and STOP signs are not traffic calming devices and cannot be used strictly for traffic calming purposes. Traffic control

devices generally fall under the jurisdiction of Broward County Traffic Engineering Division (BCTE).

- K. Traffic Management Team: Group comprising of staff members from each of the Departments of the Police, Fire, Sustainable Development and Public Services.
- L. Trafficways Plan: The official plan of the arterial and collector network (roadways) for Broward County that reserves rights-of-way. Some trafficways are yet to be built.

IV. Implementation Guidelines for Traffic Calming (“Guidelines”):

- A. Prior to the installation of a traffic calming device, the City will review the feasibility of using less intrusive measures such as installation of additional signs, traditional pavement striping and marking, intensified enforcement of traffic regulations, etc. After implementation, the City will re-evaluate the effectiveness of these measures. Based on this evaluation, a recommendation will be made if permanent traffic calming devices are warranted. These Guidelines do not apply to private streets.
- B. Traffic calming devices will be installed or removed according to these Guidelines.
- C. Traffic calming devices may be installed in residential areas (local roads or streets) provided all the conditions outlined in these Guidelines are met. Roads and/or streets, which are classified or could be classified as Arterials or Collectors will not be considered for traffic calming. Minor Collectors having less than four (4) lanes may qualify for a traffic calming device.
- D. Roadways indicated on the Broward County Trafficways Plan are not eligible for traffic calming devices.
- E. Public roads with a posted speed limit greater than 30 mph are not eligible for traffic calming devices.
- F. Police and Fire officials may disqualify a road from consideration based on emergency access concerns.
- G. The cut-through traffic or speeding problem may be determined through traffic counts, speed surveys, projections of future traffic, etc.
- H. Traffic calming devices may not be installed on any road with a current count of less than 750 vehicles per day. The City may remove traffic calming devices at any time if its removal is determined to be in the interest, safety and welfare of the residents.
- I. The City may request a traffic count from its own Police Department, traffic consultant or Broward County Traffic Engineering Division to determine current level of traffic on the roadway in question.
- J. The City will be responsible for engineering design, construction and installation of traffic calming devices. Signing and pavement markings may be done by Broward County.

- K. Broward County Traffic Engineering may modify certain design criteria outlined in these Guidelines as long as their Interlocal Agreement with the City remains in effect.
- L. The City Commission may establish an annual budget for the purpose of installing traffic calming devices. Once the annual budget has been fully encumbered, an approved project may be funded by one or a combination of the following alternatives: (see VI for further details)
 - 1. City funding
 - 2. Neighborhood Association funding

V. Traffic Calming Request and Processing Procedure

The standard procedure for implementing traffic calming devices consists of the following:

Step 1: Initiation

Residents who desire to have a traffic calming device shall submit their request in writing to the Director of Sustainable Development. Residents may initiate the request independently or through their Home Owners' Association (HOA). Interested residents or HOA's must designate a contact person, who shall be their liaison with the City.

Step 2: Petition

Interested residents are required to contact the Sustainable Development Department to schedule a conference with the Traffic Management Team. The purpose of the meeting shall be to advise the residents of application and petition procedures.

Following the conference with City staff, an application and petition form will be issued by the Sustainable Development Department to the contact person. The contact person will also receive a map highlighting the affected area subject to petitioning as determined by the Traffic Management Team.

The contact person is required to obtain signatures of at least 2/3 (two-thirds) of all property owners in the affected area indicating favorable consideration of a traffic calming project for engineering evaluation. The 2/3 (two-thirds) affirmative vote applies to the total number of affected properties and not the number of votes returned. Each affected property owner shall be counted as one vote, regardless of the number of separate properties owned. In the case of multiple owners, only one vote shall be counted for that property. The contact person should list all vacant properties within the affected area on the petition as vacant.

The contact person will have 90 days from the date of receipt of the map of the affected area to collect signatures from the affected properties and return the completed petition forms. A one time, 30 day extension may be granted if a written request for extension is submitted to the Director of Sustainable Development prior to the 90 day deadline. Positive identification may be required by the City to confirm signature and address of a petitioner.

If a location fails to achieve the necessary petition-majority within the 90-day signature period, the location shall not be reconsidered for a period of two years from the date the signature period expires.

Step 3: Data Collection and Preliminary Analysis

The Traffic Management Team will collect and analyze traffic data, field conditions and other available information to determine if a roadway qualifies for a traffic calming device. Additional traffic studies on adjacent roads that could be contributing to the speeding problem may also be conducted.

Step 4: Classification of Roadways

As a result of the analysis, class of public roads will be determined as follows:

A. Class I Streets

1. Volume - A weekday daily volume of less than 750 vehicles.
2. Speeding – Speed that exceeds as calculated by methods defined in Florida Department of Transportation Publication, “Speed Zoning for Highways, Roads & Streets in Florida,” most recent edition.

Remedial Action: The Coconut Creek Police Department may increase enforcement on a random basis during the hours when the majority of the speeding violations seem to occur.

B. Class II Streets

1. Volume - A weekday daily volume greater than 750 vehicles.
2. Speeding – Speed that exceeds as calculated by methods described in Florida Department of Transportation Publication, “Speed Zoning for Highways, Roads & Streets in Florida,” most recent edition.

Remedial Action: The Coconut Creek Police Department may increase enforcement on a random basis during the hours when the majority of the speeding violations seem to occur. If this enforcement does not reduce the speeding problems, petition for traffic calming will be considered

Step 5: Staff Analysis

A Traffic Management Team will evaluate all traffic data and other site conditions and make a recommendation to the City Manager. The Traffic Management Team may request assistance from a private consultant and/or Broward County Traffic Engineering Division.

Step 6: Recommendation to City Manager

Upon receipt of a petition with the required minimum percentage of affirmative signatures and staff analysis, the Traffic Management Team will make a recommendation to the City Manager for approval or disapproval.

Step 7: Project Design

Following approval by the Traffic Management Team and the City Manager, the Engineering Division will begin the design of an appropriate traffic calming device. The Engineering Division staff may request assistance from the Broward County Traffic Engineering Division or a traffic engineering consultant. The design will be based on best engineering practices and proven standards.

Step 8: Installation of Traffic Calming Devices

Upon completion of design and confirmation of availability of funds, the installation of traffic calming devices will be scheduled. The contact person (as defined in Step 2) will be notified with the proposed construction schedule.

VI. Project Prioritization

If petitions are received for more than one street in any fiscal year and they all qualify for a traffic calming device, the projects shall be prioritized, Citywide, based on the severity of the problem and the recommendation of the Traffic Management Team. However, the number of projects initiated each year will depend on the availability of funds and resources.

VII. Test and Trial Sites

At certain locations, temporary traffic calming devices may be installed as “test sites” while other locations may have permanent installation. “Test sites” will be monitored and evaluated for effectiveness. During this trial period if the Traffic Management Team determines that the temporary traffic calming device is not working effectively, it may be removed. An alternate location may be selected for a second trial provided however, it meets the requisite design guidelines.

VIII. Removal of Traffic Calming Devices:

A petition for removal of traffic calming devices may be accepted provided that all of the following conditions are met:

- A. Traffic calming devices must be in place for a minimum of two years.
- B. The removal of traffic calming device must be supported by the Traffic Management Team.
- C. The petition for removal of a traffic calming device must follow the same guidelines as in Step 2 and must include the same affected area as the original, including any new development constructed within the affected area since the original petition was filed.
- D. The petition for removal shall be accepted only if more than 1/2 (one-half) of the property owners in the original affected area request for removal of traffic calming device.
- E. If a location fails to achieve the necessary petition majority within the 90-day signature period, removal shall not be reconsidered for a period of two years from the date the signature period expires.