NEIGHBORHOOD TRAFFIC CALMING POLICY AND PROCEDURES
SOUTH FAYETTE TOWNSHIP (Adopted 1/17/2018)

GOALS AND OBJECTIVES

The Neighborhood Traffic Management Program establishes a process by which residents can submit requests for traffic calming improvements on local roads within South Fayette Township. The Township and/or the township traffic engineer will evaluate each request. A neighborhood traffic calming plan may be implemented, if resources are available and the request meets one or more of the following criteria:

- Improve neighborhood livability by mitigating the negative impact of vehicular traffic on residential neighborhoods by encouraging drivers to use major/minor arteries such as Battle Ridge Road, Millers Run Road, Boyce Road, Washington Pike, and Route 50.
- Under normal conditions the Township will implement State mandated speed limits. If site conditions warrant, they may be adjusted to help ensure safe vehicle speed in the community.
- Improves access and safety for both drivers and pedestrians.
- Make efficient use of Township resources by prioritizing traffic calming requests.

All neighborhood traffic calming plans should promote safe, expedient travel for vehicles, pedestrians, and bicycles. Proposed improvement measures should address the potential impact on the surrounding neighborhood and promote consensus among residents of the affected streets.

PROCEDURE

STEP 1— REQUEST/SCREENING

Written Request. A resident or group of residents must submit a written request to South Fayette Township, specifying the street(s) and the specific issue/s of concern. A petition signed by residents from at least 20 households in the immediate vicinity must accompany the request. Petitions from fewer than 20 households may be accepted if the street(s) impacted have fewer than 20 homes.

Eligibility for Further Consideration. The Township traffic engineer will recommend if the neighborhood warrants a traffic calming plan based on a limited review of speed and volume of traffic in the area of concern. If the traffic data meets or exceeds one or more of the criteria in Table 1, which can be seen on Page 4, a point value will be assigned to the location based on the criteria outlined on Page 4 below Table 1. If a point value is assigned, the neighborhood is eligible for development of a traffic calming plan to address the goals of this program.

Petition List. The Township will keep a list divided into volume or speed-related petitions. Petitions will be ranked by their assigned point value. This list will be available to the Township Manager and the Board of Commissioners (BOC). The manager and/or BOC will select neighborhood traffic calming plans to be developed from the list prepared by municipal staff.

If a petition does not meet any of the eligibility criteria, the application will not be further evaluated.

STEP 2 — TRAFFIC CALMING PLAN DEVELOPMENT

For neighborhoods that qualify for consideration of a traffic calming plan based on the results of the preliminary data collection outlined in Step 1 under the "Eligibility for Further Consideration" section, the following process will be followed:

Study Area Meeting. Prior to developing a traffic calming plan, the Township Manager will schedule a meeting with the requesting group for the purpose of creating a study area that includes the affected street as well as nearby streets that may experience an impact because of changing traffic patterns. Municipal staff and the Township traffic engineer will facilitate this meeting. All Commissioners will be invited. The study area will be determined based upon input collected at the meeting and supported by available traffic data, including speed studies, automatic traffic recorder counts, intersection turning movement counts and/or origin/destination surveys. The study area should be well-defined at the outset, minimizing the possibility that it will later need to be expanded.

Once the study area is determined, the Township and its traffic engineer will develop a scope of work for traffic data collection and project a cost for the project. Existing traffic data will be used when available and applicable. The Township will recommend the final study area, including scope and costs, to the BOC for approval.

Development of Improvement Options. After traffic data is collected, the Township and its traffic engineer will work together to develop options that address speed, volume or a combination of traffic problems in the study area, as well as guidelines for implementation. Options might include one or more traffic calming devices, including but not limited to, speed humps, chokers, center islands, median barriers and realigned intersections. Design factors such as steep roadway grades, horizontal/vertical curvature of the roadway, proximity to intersections, and drainage issues might affect the feasibility of employing some traffic calming measures. Other issues such as the impact of traffic calming devices on snow removal, emergency response, noise levels, and on-street parking also need to be considered. South Fayette Township's public safety agencies will have the opportunity to review and provide comment on proposed options. Approximate costs will be developed for each option.

Improvement Options Presentation Meeting. The proposed traffic calming options will be presented at a public meeting. Municipal staff and the traffic engineer will attend and facilitate this meeting.

The goal of this meeting is to present the potential traffic calming solutions to the petitioners and solicit feedback. The costs and associated pros and cons for each option will be presented.

The Township and its traffic engineer will then determine the preferred solution for traffic calming based upon the feedback obtained at the public meeting. The preferred plan will then be presented to the BOC.

STEP 3 — COMMISSIONER APPROVAL PROCESS

The BOC will review the recommended option at a regularly scheduled meeting. If deemed necessary, a separate public meeting may be scheduled. The BOC will have sole discretion as to how the plan shall be implemented. The commissioners can approve the plan, amend it, vote it down, table it or send it back to the Township traffic engineer with comments.

Once a plan is approved, the BOC will determine if funding is available to implement it within the budget year. If funding is not available, implementation may be deferred.

STEP 4 — INSTALLATION AND EVALUATION

Once the traffic calming devices are installed, data will be collected at predetermined locations and time intervals to determine if the devices meet the goals. The Township and BOC will receive reports on the effectiveness of the devices.

The devices will be installed and evaluated as detailed below:

- Devices will be installed as either permanent or temporary, as described in the approved plan.

- Temporary devices will be evaluated by the Township traffic engineer during the test period established during the approval step, as detailed in the approved plan. Permanent installations may also be tested, if the plan establishes the need.

- After the test period is completed, a report is prepared by the Township traffic engineer summarizing the results of the data collected during the test period.

- The Township traffic engineer will present its report and recommendations at a BOC meeting.

- If the devices are permanent, and the Township traffic engineer and/or BOC determines that the results have met the intended goals, no further action will be taken.

- If the devices are temporary, the Township traffic engineer will recommend to the BOC that the devices should be removed, modified or permanently installed. The BOC will determine if the temporary devices are to be removed, modified or made permanent.

- The requesting group or HOA may be required to pay share study, implementation and/or annual maintenance costs.

TABLE 1– TRAFFIC DATA CRITERIA

Roadway Classification	**Warrant**	**Threshold (1)**
Local Street	Average Weekday Daily Traffic Volume (2) (24-hour)	2,000 vehicles per day
	85th Percentile Speed (3)	6 mph > posted speed limit
	Highest One Hour Traffic Volume on Average Day	200 vehicles per hour (4)

(1) Threshold volumes are two-way volumes.

(2) Average Annual Daily Traffic (AADT) Volume is defined as the total volume of vehicular traffic during a typical 24-hour weekday. The AADT volume is calculated by taking the total volume of traffic during a number of whole days – more than 1 day and less than 1 year – divided by the number of days in that period.

(3) 85th Percentile Speed is defined as the speed on a roadway, at or below which 85 percent of the motor vehicles travel.

If the eligibility review determines that at least one of the appropriate speed/volume threshold criteria are met, then a cumulative point value will be assigned to the petition as follows:

- One point for every 200 vehicles above the daily traffic volume threshold criteria or one point for every 20 vehicles above the highest peak hour volume threshold criteria. Only one-point total based upon volume to be considered, either per day or per highest peak hour, whichever point total is greatest; and

- One point for each mile per hour over the speed limit threshold criteria.