



CITY OF BRYAN

Public Works Department Local Area Traffic Management Program Speeding Mitigation Request Packet

Municipal Service Center
PO Box 1000, Bryan, TX 77805
Phone (979) 209-5900 or (979) 209-5030

General Description

Para un documento traducido en Espanol llame a (979) 209-5030

The goal of the Speeding Mitigation Program is to reduce vehicle speeds along a given street segment so that the vast majority of motorists are in reasonable conformance with the speed limit. This is accomplished through the design and installation of geometric street features (also known as “traffic calming devices”) at key locations along the street. These devices have proven to be successful in reducing vehicle speeds while allowing safe operation of the vehicle.

The following is a summary of the process.

Step One: Request for Study

A request can be made by a resident, business, school, or other entity whose property is located along the requested street segment. Each request must include a name, address and phone number of a person from the requested street who agrees to be the requester of record. This person will receive all correspondence and is the primary contact for the request. This person will also serve as the liaison to any community organizations within whose boundaries the requested street segment exists.

If the request is found to be eligible, the requester will be responsible for gathering evidence of support using forms provided by the Department.

If the request is funded, the requester will be asked to form a design advisory committee and assist with the detailed design of the devices. The requester will also be requested to help provide for maintenance of any landscaping or public art included in the devices.

The requester acknowledges these responsibilities by signing the request.

The request must be for a specific street segment and must include at least the following information:

- The requested street name
- The boundary of the street segment
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Signature of contact person

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Incomplete applications will not be considered.

Do not submit petitions or other evidence of support with your request. Petitions or letters of support gathered prior to the eligibility determinations or without the preliminary mitigation plans will not be accepted. Requests will be evaluated on an annual schedule (page A-4), however the schedule and process do not preclude the City from installing devices when and where it is deemed necessary outside the procedures of this program.

Step Two: Eligibility

In order for a request to qualify for consideration, the street must meet criteria set by the City Engineer. It is the responsibility of the City Engineer to conduct traffic studies to determine if the street segment meets the following criteria:

- The street must provide access to abutting residential properties and/or to an institution.
- The street may not be designated a Freeway, Super Arterial, Major Arterial or Minor Arterial by the City of Bryan's adopted Thoroughfare Plan. A street designated as a Major Collector in the adopted Thoroughfare Plan may be eligible for consideration if at least 60% of adjacent properties on both sides of the street are front-facing residential, schools serving grades K-12, or parks.
- There must be no more than one moving lane of traffic in each direction.
- The street must have a posted or prima facie speed limit of 40 mph or less.
- The street must be paved prior to construction of any geometric street features.
- The measured 85th percentile vehicle speeds must exceed the posted or prima facie speed limit by 3 miles per hour or more in a 24-hour period; or, there are five or more reported speed related crashes within a segment during the last 24 months of available data.

Other factors such as, but not limited to, designated emergency service travel routes, ongoing maintenance, grades, sight distances, pending construction projects, system needs, public services delivery, emergency services delivery, or conflicts with adopted overlay or neighborhood plans may affect consideration for eligibility.

Only those requests meeting all the eligibility requirements will proceed. If a request is denied, requesters will not be able to reapply for the following two years unless there is considerable change in conditions.

All traffic counts will be scheduled during typical weekdays while school is in session unless a specific weekend or non-school related problem is noted in the request.

Step Three: Evidence of Support (EOS)

If the City Engineer determines the street to be eligible, the requester will be provided a preliminary mitigation plan showing the type and location of the proposed device(s). The requester must gather and present evidence of support from the community. The petition area will be determined by the City Engineer and shown on the preliminary mitigation plan. Each

Appendix A

property must be represented by signature of a representative of that property. Requesters must make a “good faith effort” to contact all property representatives; the requester must provide an explanation for each property where a representative was not contacted. Only one signature and indication per property will be accepted. Petitions that do not account for all properties will be considered incomplete.

Evidence of support will be taken into consideration in the ranking criteria for the project; however, it is not a sole determining factor for funding.

Petitions or letters of support gathered prior to the eligibility determinations or without the preliminary mitigation plan will not be considered.

Step Four: Device Design and Location

It is the responsibility of the City Engineer to determine the type and location of all devices in accordance with current engineering principles. Devices which create opportunities for landscaping, public art, storm water mitigation, or aquifer recharge are preferred. Devices will be designed to provide for the needs of all roadway users – pedestrians, bicyclists, transit riders, and motorists. In some instances there may be a need to reconfigure or install sidewalks at or near the devices or to modify or remove on-street parking.

Step Five: Prioritization

The City Engineer will prioritize requests according to the following ranking criteria:

- Volume of egregiously speeding traffic
- Evidence of support from adjacent property representatives
- Reported speed-related motor vehicle (auto) crashes
- Reported auto-pedestrian or auto-bicycle crashes
- Percent of residential land use
- Percent of front facing residential (as opposed to side or rear abutting)
- Percent of truck traffic
- Presence of schools or parks along the requested street segment
- Presence of school speed zones along the requested street segment
- Presence or absence of sidewalks
- Designated bicycle route along the requested street segment
- Eligibility for Environmental Justice programs
- Diverted traffic from other requested and funded street segments

Step Six: Funding

An annual budget will be established for construction of approved projects. Projects will be scheduled for construction by priority ranking as funding permits within the established budget. Depending on the level of enhancements desired by the requester for landscaping or other associated features, the City may require the requester to share in the cost of installation and ongoing maintenance of the enhancements.

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Projects may be completed out of ranking order if alternative funds become available or if complementing maintenance and/or capital improvement projects are initiated during the year.

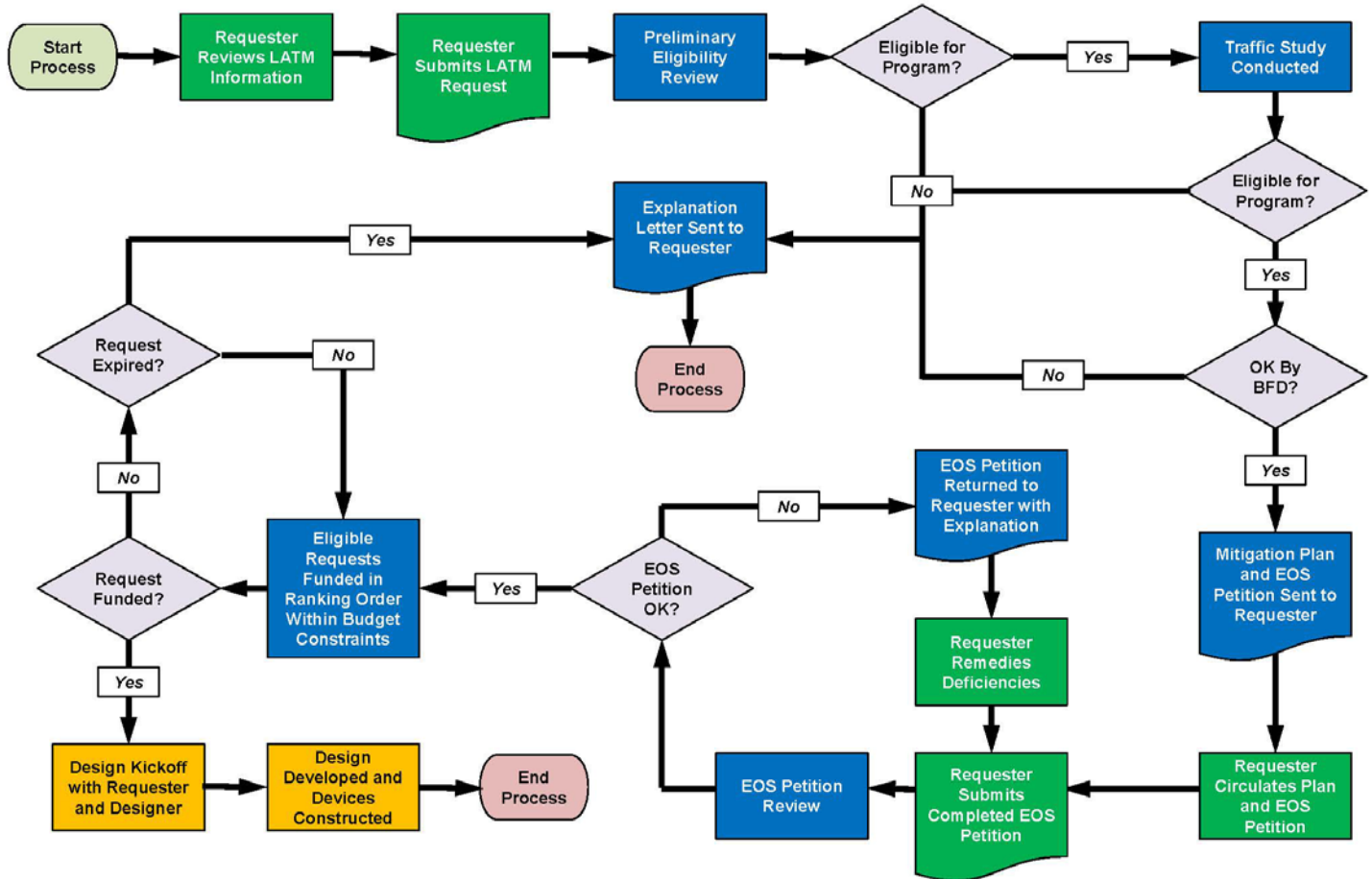
Eligible projects that do not receive funding in a funding cycle will be automatically reconsidered for funding in subsequent funding cycles for up to a total of three consecutive funding cycles (two years). All eligible but unfunded projects will be re-prioritized by ranking for each funding cycle. Except for instances where two or more requests have the same ranking for funding score, time in the program has no influence on funding determination.

An eligible project may be expedited if the requesters choose to pay for 100% of the estimated cost of the design and installation. Expedited projects will be constructed no later than the next fiscal year following deposit of funding. Eligible projects which do not receive full public funding may be also considered for joint public/private funding. Requests for private funding or joint public/private funding must be made in writing to the City Engineer.

Speed Mitigation Request Schedule

<i>Process Step</i>	<i>Dates</i>
Deadline for request submission	April 1 st
Planning and eligibility determinations completed Finding of eligibility letters sent to requesters Mitigation plans developed and EOS petition forms prepared EOS petition forms with mitigation plans sent to requesters of eligible segments	August 1 st
Final date to submit completed EOS petition forms	October 15 th
Ranking of eligible requests for City funding	December 1 st
Design begins on funded projects	January

LATM SPEEDING MITIGATION PROCESS FLOWCHART



Green Boxes are Requester Activities

Blue Boxes are City of Bryan Activities



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Submittal of this form constitutes a formal request and must contain the completed information indicated in both Part A and Part B. This request will be processed according to the policies and procedures for the Local Area Traffic Management Program in effect as of the date of this request.

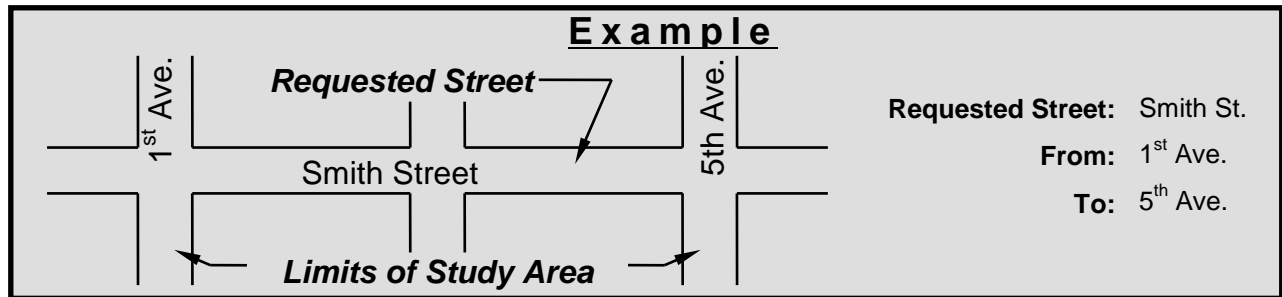
Part A – Requested Street Information

Each request must include the name of the street to be studied as well as the limits of the study. Traffic studies will be conducted only within the limits indicated. Please do not use block ranges for limits.

Requested Street:

From:

To:



Part B – Requester Information

By my signature below, I agree to be the requester of record for this request. I have read the policies and procedures governing the Local Area Traffic Management (LATM) Program and agree to carry out to the best of my abilities the duties and responsibilities associated with being the requester of record. I also understand that any documents submitted to the City of Bryan may be subject to public disclosure in accordance with the Texas Public Information Act.

Name:

Address:

City: State: ZIP: Ph. #: ()

Email Address:

Signature of Applicant: Date: