

CITY OF ANN ARBOR TRAFFIC CALMING PROGRAM

PROCESS OVERVIEW

- Step 1: Petition
 - Petitioner defines the project area limits and gathers petition signatures.
 - 50% of addresses within the project area must sign the petition.
 - One signature per household.
 - Staff evaluate petition and project area based on qualification criteria; if qualification criteria are met, proceed to step 2.
- Step 2: Initial Questionnaire
 - A questionnaire is distributed to all addresses within the project mailing area for initial feedback about the existing conditions. Educational materials about the Traffic Calming Program ~~is~~are distributed with the questionnaire.
 - The questionnaire asks residents whether they support the Traffic Calming process moving forward. If at least 50% of addresses within the mailing area support the process moving forward, then proceed to step 3.
- Step 3: Meeting #1 Orientation/Workshop
 - Meeting #1 includes a program orientation and workshop style discussion. Engineering staff share starter ideas to address the concerns shared via the initial questionnaire, and gather additional community feedback.
 - Licensed engineers develop a preliminary plan to distribute prior to Meeting #2, based on starter ideas shared at Meeting #1, community feedback as well as safetystreet conditions such as geometry or utility locations, and industry best practices.
- Step 4: Meeting #2 Walking
 - Meeting #2 is held on-site. The preliminary plan is marked on-street by Engineering staff prior to Meeting #2. Meeting attendees walk the length of the project area to view device placement and visualize the draft plan on-site. Additional community feedback is gathered.
 - Licensed engineers will develop a final plan to distribute as part of the final polling based on starter ideas shared at Meeting #1, community feedback from Meeting #1 and 2, as well as street conditions such as geometry or utility locations, ~~safety~~ and industry best practices.
- Step 5: Final Polling
 - A final polling card is distributed to all addresses within the project mailing area to determine community support for the final plan. An electronic response option to return final polling cards is provided.

- If greater than 50% of the returned final polling cards support the final plan, the plan moves forward for construction.

Project Mailing Area Definition

- Addresses adjacent to the defined project area and addresses 100 ft. from where the project street intersects a local cross street.
- The property owner and current resident are included. Where one parcel includes multiple units, each unit will be included in the mailing list and invited to participate in final polling.
- Cul-de-sac properties within the project area notified for information only
- Other corridor users welcome at public meetings

Community Role

- Initiate request
- Build community support and interest
- Provide input about existing conditions and community preferences
- Establish an understanding of the Traffic Calming Program and options available
- Help inform plan development and the decision making process

Staff Role

- Evaluate petitions based on qualification criteria
- Conduct speed study
- Project area mailings and communications
- Gather community input
- Provide professional engineering expertise
- Develop plan taking community feedback into consideration
- Monitor project areas for where demonstrated safety concerns. The following safety concerns could warrant consideration outside of the Traffic Calming Program¹: a documented crash pattern, critical sight distance problem, non-motorized travel need, and/or sensitive travel population (e.g., a primary route for elderly persons or children). The following process will be

¹ Separation from the Traffic Calming Program is necessary to clearly set the community expectation that decisions about addressing documented safety concerns will be made by professional engineering staff, City administration and/or City Council depending on the scale of the project. Public engagement and communications will be essential components; however, safety improvements must not be left entirely to community polling. Eligible funding sources for capital improvement projects and/or maintenance work associated with a safety concern could differ from the Traffic Calming Program funding.

used when professional engineering staff determine presence of a documented safety concern within a Traffic Calming project area:

- Determine the appropriate public engagement strategy based on the scale of the project and using the City of Ann Arbor Community Engagement Toolkit.
- Notify the traffic calming project area: provide documentation of the safety concern and share next steps in the engagement strategy for the safety concern.
- Proceed with the remainder of the traffic calming project area, setting aside discussion of the safety concern location.
- ~~are identified by professional engineering staff, decisions about improvements will be made outside of the Traffic Calming Program.~~

Internal Engagement/Staff Coordination

- Engineering
- Public Works
- Ann Arbor Fire Department (AAFD)
 - Traffic Calming projects shall not impact primary emergency routes.
 - International Fire Code: 503.3.4.1 Traffic calming devices: Traffic calming devices shall be prohibited unless approved by the fire code official.
- Ann Arbor Police Department (AAPD)
- Ann Arbor Area Transportation Authority (AAATA) and Ann Arbor Public Schools (AAPS)
 - Input needed when bus routes are present along the project area

Program Objectives

- Empower residents to make their neighborhood streets safer through a resident-driven process
- Improve the safety and convenience for pedestrians and cyclists by reducing the speed of vehicular traffic on local streets
- Use engineering best practices and stakeholder engagement to advance Vision Zero principles as adopted by City Council
- ~~Empower residents to make their neighborhood streets safer through a resident-driven process~~

Miscellaneous Updates

- Two year requirement before resubmittal for non-qualifying project areas

- ~~• Note: if the updated Traffic Calming Program is approved, previously denied or unsuccessful petitions could reapply before two years.~~
- Local street defined by National Functional Classification
- ~~• City Council has authority over Traffic Calming Program updates and approval~~
- ~~• The City Administrator has authority to manage and maintain the program including implementation of traffic calming projects.~~