



## MEMORANDUM

TO: Craig Hupy, Public Services Area Administrator

FROM: Raymond Hess, Transportation Manager

DATE: December 27, 2019

SUBJECT: **Traffic Calming Program**

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The [Traffic Calming Program Guidebook](#) is now available on [a2gov.org/TrafficCalming](http://a2gov.org/TrafficCalming). The Guidebook reflects the requirements of the new Program, approved by City Council on November 19, 2018 ([R-18-460](#)). The Guidebook incorporates some language clarifications from the November 2018 materials. No substantive Traffic Calming Program changes are proposed via this memo.

Staff has applied the updated program to all Traffic Calming petitions received since November 2018. By using the new materials with various project areas, staff has identified some language that may benefit from clarification. These clarifications are outlined below:

- Minimum program requirements were included in prior iterations of the Traffic Calming Program. Minimum requirements were not specifically identified in the November 2018 materials, as no changes were proposed. It is staff's understanding that all minimum criteria previously identified for the Traffic Calming Program still apply. Consideration for the Traffic Calming Program requires that these minimum criteria be met:
  - The street must be paved and within the city limits.
  - The street must be classified as a local street, as indicated on the [National Functional Classification maps](#).
  - The street must not be a designated [truck route](#).
  - The project area must be equal to or greater than the length of one average city block (300 feet).
  - If the street lies on an Ann Arbor Area Transportation Authority (AAATA) or Ann Arbor Public School (AAPS) bus route, qualification may be contingent on AAATA/AAPS input.
- Step 1 Petition signature qualification criterion clarification:
  - Language from the November 2018 materials: 50% of addresses within the project area must sign the petition.

- Updated language for improved clarity: The petition must include the signature from a representative (renter or owner) of at least 50% of addresses within the area of interest.
- Step 2 Initial Questionnaire qualification criterion clarification:
  - Language from the November 2018 materials: “If at least 50% of addresses within the mailing area support the process moving forward, then proceed to step 3.”
  - Updated language for improved clarity: “At least 50% of those who respond to the initial questionnaire must support the program moving forward.”

The updated language identified in this memo is incorporated in the updated [Traffic Calming Program Guidebook](#).

cc: Hutchinson  
Redinger  
Project File