

City of Lawrence, Kansas, Neighborhood Traffic Management Program Traffic Calming Project Process

Traffic calming is a set of measures implemented to reduce vehicle speeds and improve safety for pedestrians and cyclists in residential areas or places with a high volume of vulnerable road users. The request process for traffic calming measures typically involves several steps, and the decision to implement these measures depends on specific thresholds being met.

Step 1 - Project Identification

1. **Project Request:** Residents or neighborhood associations concerned about traffic safety issues on a local or collector residential street submit a Statement of Interest and Statements of Support to the Municipal Services & Operations Department to start the process of evaluating potential traffic calming projects for the Neighborhood Traffic Management Program.
2. **Meeting(s) With Stakeholders:** City staff will coordinate meeting with the applicant and potential stakeholders to define the project footprint, identify concerns, review available data and determine if additional data is required in order to evaluate the project.
3. **Project Evaluation:** City staff will collect additional data to assess the severity of the problem, if needed. This data may include traffic volume, vehicle speeds, crash history, and input from additional residents. Based on the data collected, a study is conducted to evaluate the current situation and identify whether speeding or other safety issues meet the thresholds in the Neighborhood Traffic Management Program Policy. These thresholds include criteria related to vehicle speed, traffic volume, crash history, sidewalks, school crosswalks, and pedestrian generators. If the project meets the thresholds, it will continue to the Project Scoping step. If the project does not meet the thresholds, the requestor will be notified that the project does not meet the thresholds for traffic calming treatments and the results and conclusions will be reported to the Multi-modal Transportation Commission.
4. **Project Scoping:** Based on the data and with consideration for traffic calming treatments to impact adjacent streets or blocks, City staff will identify the project as a Neighborhood Project or a Minor Project and then proceed to Project Implementation.

Step 2A - Project Implementation - Neighborhood Project

1. **Project Selection:** City staff will Select Neighborhood Project(s) based on support, available Program funding and staff capacity.
2. **Project Refinement:** City staff will perform a Public Survey to identify concerns, refine scope, set criteria for success and establish a stakeholder working group to collaborate with during the Project Implementation. If needed, additional data will be collected and used by City staff to develop traffic calming locations and treatment options.
3. **Recommendation:** City staff will present the traffic calming locations and treatment options to the public and the stakeholder working group to collect feedback and select a recommended option.

5. **Project Evaluation:** City staff will implement the Recommended Option using temporary devices and collect data with the temporary devices in place to evaluate the temporary devices against the criteria for success. The temporary devices will be in place for a maximum of 30 days to provide adequate time for the evaluation without requiring substantial maintenance efforts. If the project meets the criteria for success, it will proceed to the Public Engagement and Approval step. If the project does not meet the criteria for success, City Staff will evaluate if the project can be revised to meet the criteria. If it is determined that the project can be revised to meet the criteria, a second temporary installation will be implemented and evaluated. There will be a maximum of two temporary installations evaluated for each project. If the project cannot be revised to meet the criteria, the stakeholder working group will be notified that traffic calming does not adequately address the concerns and the results and conclusions will be reported to the Multi-modal Transportation Commission.
4. **Public Engagement & Approval:** City staff will develop a recommendation for permanent traffic calming devices based on the project evaluation. City staff will present the recommendation to the public and a public survey will be conducted to measure support for the project. City staff will present the recommendation and the results of the public survey to the Multi-modal Transportation Commission and the City Commission for approval to proceed with design of the permanent installations.
5. **Project Construction:** City staff will coordinate completing the design, preparing the construction documents, advertising the project for bids and completing construction of the permanent traffic calming devices.

Step 2B - Project Implementation - Minor Project

1. **Additional Data Collection & Evaluation:** City staff will collect additional data to determine locations and traffic calming treatments.
2. **Recommendation:** City staff will present the traffic calming locations and treatment options to the applicant, the identified stakeholders and the Multi-modal Transportation Commission to collect feedback and select a recommended option.
3. **Project Evaluation:** City staff will implement the Recommended Option using temporary devices and collect data with the temporary devices in place to evaluate the temporary devices against the criteria for success. The temporary devices will be in place for a maximum of 30 days to provide adequate time for the evaluation without requiring substantial maintenance efforts. If the project meets the criteria for success, it will proceed to the Public Engagement and Approval step. If the project does not meet the criteria for success, City Staff will evaluate if the project can be revised to meet the criteria. If it is determined that the project can be revised to meet the criteria, a second temporary installation will be implemented and evaluated. There will be a maximum of two temporary installations evaluated for each project. If the project cannot be revised to meet the criteria, the applicant and identified stakeholders will be notified that traffic calming does not adequately address the concerns and the results and conclusions will be reported to the Multi-modal Transportation Commission.

4. **Public Engagement & Approval:** City staff will develop a recommendation for permanent traffic calming devices based on the evaluation. City staff will present the recommendation to the public and a public survey will be conducted to measure support for the project. City staff will rank Minor Traffic Calming Projects based on the priority point ranking criteria in the Neighborhood Traffic Management Program Policy. Projects will then be recommended for implementation by City staff based on the priority ranking, available program funding and staff capacity. City staff will present the recommendation and the results of the public survey to the Multi-modal Transportation Commission and the City Commission for approval to proceed with design of the permanent installations.
5. **Project Construction:** City staff will coordinate completing the design, preparing the construction documents, advertising the project for bids and completing construction of the permanent traffic calming devices.