



POLICY

Neighborhood Traffic Management

It is the policy of the Board of County Road Commissioners of the County of Kalamazoo (Board) to provide policies that evolve over time based on the needs across the County, while maintaining traffic control and safety. Often residents express concern to the Road Commission of Kalamazoo County (RCKC) over traffic control issues in residential neighborhoods. Typically, these concerns result in a request for speed bumps, road closures, or other traffic control measures. Experience has shown that traditional responses and unwarranted signs or signals do not work. Often, the only option available to the RCKC is to recommend increased law enforcement in the area. With the limited number of law enforcement officers in most communities, this solution is short-term at best and many times unavailable.

To be more responsive to these requests, the RCKC has developed a Neighborhood Traffic Management Policy (Policy), which creates a partnership between residents, the RCKC, townships, and law enforcement. This Policy's guiding principles align with the Federal Highway Administration (FHWA) and the Institute of Transportation Engineers (ITE) collaborative document, [Traffic Calming ePrimer](#), and requires public participation. It is also comparable with policies from other road agencies that have implemented traffic management measures across the state.

The purpose of the Policy is to increase the RCKC's ability to respond to these types of service requests. The Policy contains educational and enforcement elements as well as engineering measures. It promotes RCKC working with neighborhoods to find appropriate and acceptable solutions to both the community and the RCKC. The Policy provides guidance to address these requests for residential subdivision/plat streets with a speed limit of 25 mph per [Section 257.627\(2\)\(d\) of the Michigan Vehicle Code](#). It does not apply to other roads outside of these criteria.

GOALS

The goals of the Policy are:

1. To provide an option for traffic control measures in residential areas which are acceptable to both the RCKC and the local community.
2. To consider requests for residential traffic control measures in an equitable and consistent manner.
3. To periodically review the effectiveness of such traffic control measures.
4. To provide a team approach to addressing neighborhood traffic management concerns.

FUNDING

If approved, the residents/township will be responsible for funding the design, installation, and, if necessary, removing the recommended traffic calming measures. The recommended devices shall be installed by the residents/township under a permit with the RCKC. The proposed traffic calming measures outlined in this Policy focus on installations within the traveled portion of the roadway. These installations will require regular maintenance to ensure all user's safety within the public right-of-way. To provide in their continued safe operation, the RCKC Local Road Participation (PAR) Funds will be eligible for use for the approved individual traffic calming measure as permitted with this Policy. The document, Traffic Calming ePrimer, has provided a reference in section 3.2 for the [Cost of Individual Traffic Calming Measures](#) for reference.

A township or residents who may wish to expedite this traffic engineering investigation can work with the RCKC to have a RCKC selected traffic engineering consultant to manage this process, collect data, perform the traffic engineering investigation, and coordinate public meetings and surveys. The township will be responsible for any costs associated with these efforts.

PROCESS/CRITERIA

The following process will be used by the RCKC to address neighborhood traffic management concerns:

1. A resident notifies the RCKC about a potential traffic management issue area through the RCKC Service Request system. If applicable, the resident will be made aware the service request will be processed through the Policy. The resident will be provided information on the Policy and the process.
2. The RCKC will provide the Policy, a copy of the petition form, and instructions to the resident regarding the requirements for a qualifying petition. A minimum of seven (7) property owners, along the roadway area, must sign the petition requesting the RCKC for a traffic engineering investigation. A resolution of support for the traffic management issue must be provided from the Township Board to proceed with the traffic engineering investigation.
2. Upon receipt of a signed qualifying petition and the Township Board resolution;
 - RCKC, township and/or residents may request the appropriate law enforcement agency to provide targeted enforcement patrols and the temporary use of speed radar trailers or speed feedback signage as a first step.
 - The residents are encouraged to promote education as a best practice of the speeding concern within the neighborhood. This may take the form of yard signs or neighborhood newsletters. Past enforcement activities typically find that most violations within a residential area are the residents of that area. Working and communicating with neighbors will highlight the concerns for all.
 - The RCKC will review the petition and resolution to define the traffic management study area which may encompass adjacent streets and conduct a traffic engineering investigation. This is important as a neighborhood encompasses a network of roads effecting all those in the immediate area.
 - This investigation may involve data collection efforts by residents in addition to the RCKC team. This process may take up to two (2) years to complete by the RCKC.
4. If qualifying criteria are met from the traffic engineering investigation, the RCKC will develop a draft neighborhood traffic calming plan for installation of traffic calming measures. This plan will be reviewed by a subcommittee team consisting of a maximum of three (3) residents from different roadway(s) within the defined study area, two (2) RCKC team, one (1) township representative, and 1 law enforcement agency representative. The subcommittee team will then hold a public informational meeting for the defined speed area. Feedback from the residents of the study area shall be collected in addition to input from the emergency services, transit agencies, and the local school district,

Traffic calming measures considered with this Policy include:

- | | |
|---------------------------|----------------------|
| - Speed Humps | - Lateral Shifts |
| - Speed Cushions | - Chicanes |
| - Speed Tables | - Bulb-outs |
| - Raised Intersections | - Chokers |
| - Realigned Intersections | - Median Islands |
| - Traffic Circles | - Median Barriers |
| - Mini Roundabouts | - Diagonal Diverters |
| - Roundabouts | - Closures |

Proper RCKC engineering analysis and engineering judgment will be used in evaluating and selecting all traffic calming measures. The specific field locations of all devices will be at the discretion of the RCKC.

Various traffic calming measures may require design engineering; if the RCKC determines the need for design engineering, the township will be responsible for design engineering which shall be signed by a professional engineer.

5. Prior to the installation of any traffic calming measures, the neighborhood residents must demonstrate support for the recommended traffic control measures. A survey conducted online or via mailings to property owners within the study area shall be taken and a minimum 50% response rate with a 67% of property owners or occupants in favor of the proposed traffic calming plan must be received to be considered for traffic calming. Only one response per property will be allowed.
6. If the survey results show that the selected recommended traffic calming measures are supported by the neighborhood residents and the township in accordance with the requirements of this Policy, the traffic calming measures project will be submitted to the Board for approval. Various traffic calming measures may require design engineering; if the RCKC determines the need for design engineering, the township will be responsible for design engineering which shall be signed by a professional engineer. Once approved, the traffic calming measures may be installed under a permit with the township.
7. After one year from installation of the traffic calming measures, the RCKC will conduct follow-up analysis to determine the effectiveness of the traffic control measures. If, after evaluation, the RCKC determines that the traffic calming measures are ineffective and traffic calming criteria in this policy are still exceeded, they may be removed. The RCKC team will advise the defined area residents, township, and Board prior to removal of the devices.

QUALIFYING CRITERIA

Streets considered under this Policy, but not meeting criteria shall not be considered again for a minimum period of 5 years. A project must score 10 or more points to qualify for the Policy as noted below. As part of the traffic engineering investigation, the RCKC will evaluate the area in accordance with criteria presented below. If the traffic management defined study area fails to meet the established criteria, it will not be considered for traffic calming.

Criteria	Range	Points
1. 85 th Percentile Speed (speed that 85% of the traffic is traveling at or below)	1 – 4 mph over speed limit	0
	5 mph	1
	6 mph	2
	7 mph	4
	8 mph	6
	9 mph	8
	>9 mph	10
2. Cut-through Traffic (traffic that has neither its origin nor its destination within the residential area)	25 – 50 %	4
	>50 %	6
3. Average Daily Traffic (ADT)	<500	0
	500 – 750 vehicles	2
	751 – 1000	3
	1001 – 1250	4
	>1250	5
4. Three-year Crash History (speed related accidents in project area)	No	0
	Yes	1
5. Schools	¼ mile or more from school	0
	¼ mile from school or less	1
6. Major Pedestrian Generators (library, shopping plaza, senior housing, parks, etc.) *	within 1/4 mile	1 maximum 3
7. Sidewalks	Yes	1
	No	0

* Pedestrian oriented facilities grouped together on the subject street or within 1/4 mile of the study area will be counted as 1 location/destination with maximum of 3 points.

Adopted: 3-16-2021
Revised: 11-05-2024

NEIGHBORHOOD TRAFFIC MANAGEMENT RESOLUTION

_____ Township

_____ Date

_____ Township Board _____ (Person) _____ offered the following Resolution and moved for its adoption:

WHEREAS, there are traffic control concerns on _____ from _____ to _____ which the Township has previously tried to address by _____, and

WHEREAS, _____ Township requests to provide an option for response with considerations for traffic control measures that are equitable and consistent, and provide a team approach to addressing neighborhood traffic management concerns, and

WHEREAS, the Residents/Township are prepared to allocate the time for education, enforcement, and for a potential traffic calming plan for installation of traffic calming measures, and

WHEREAS, the traffic management area will be determined, and traffic engineering data and process will proceed to a data driven decision upon receipt of a valid resident petition, and

WHEREAS, should _____ Township wish to expedite the preliminary engineering study, the Township will be responsible for any costs incurred by the Road Commission of Kalamazoo County (RCKC) or their consultants to administer and manage the Neighborhood Traffic Management process and design, if necessary, any traffic calming measures as permitted by the RCKC, and

NOW THEREFORE BE IT RESOLVED, that the _____ Township Board is formally requesting the RCKC to conduct a Neighborhood Traffic Management cooperative effort on _____ from _____ to _____. It is understood if the results include the installation of a traffic calming measure the cost of the installation and removal is provided by the Residents/Township. It is further understood that _____ Township will abide by the results of the traffic management effort.

Township of _____

Signature

Date

