

ROAD HUMP PROGRAM
FOR RESIDENTIAL STREETS

ROAD HUMP INSTALLATION POLICY

A. GENERAL

Road humps are an effective and appropriate device for safely reducing vehicle speeds on certain types of streets when installed in accordance with the provisions of this policy.

In order for road hump installations to be effective, they should be located selectively in accordance with defined transportation engineering criteria for the purpose of ameliorating documented speeding problems. Proper installation will also minimize driver frustration and encourage safe driving practices.

This policy promotes reasonable opportunities for residents and property owners most affected by a proposed road hump to participate together in the process that leads to its installation. It also provides for a sharing of the road hump installation cost between the City and the neighborhood under certain conditions.

B. DEFINITIONS

For the context of this policy only:

APPLICATION for road humps include the petition;

LOW DENSITY RESIDENTIAL DWELLINGS include single-family houses, townhouses, duplexes, triplexes and fourplexes;

ROAD HUMP is a geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the travel way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway;

SPEEDS are 85th percentile speeds;

STREET refers to the street length that must be petitioned. It is a 1000 foot segment generally centered on the location of the humps, or the length of the block, whichever is greater. If the 1000 foot segment extends into any part of an adjacent block, it includes the entire length of the adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

C. ELIGIBILITY REQUIREMENTS

All of the following criteria must be satisfied for a street to be considered eligible for road hump installation.

1. Petition

A petition that documents a minimum of two-thirds of the households in low density residential dwellings on the street supports its installation.

2. Location Of The Street

The uses on the street where the road hump is proposed must be composed primarily of low density residential dwellings.

3. Operational Characteristics Of The Street

- a. The street must be used to provide access to abutting low density residential properties (local residential street) and/ or to collect traffic for such streets (residential collector).
- b. There must be no more than one moving lane of traffic in each direction.
- c. Traffic volumes must be more than 500 vehicles per day but less than 8000 vehicles per day.
- d. Vehicle speeds must equal or exceed the Speed Criteria of 35 miles per hour (mph). Note: For speeds between 31 and 34 mph, the applicant can appeal to the City Plan Commission and the City Council for inclusion in the program.
- e. The street must not be an identified primary route for emergency vehicles; this refers to a route that is heavily used due to the proximity of the emergency vehicle facility. These routes are subject to change.
- f. The street must have a speed limit of 30 mph as determined in accordance with State Law.

4. Geometric Characteristics Of The Street

- a. The street must have adequate sight distances to safely accommodate the hump.

- b. The street must not have curves or grades that prevent safe placement of the humps. Humps may be located on streets that contain curves and/or grades, but the hump itself must not be located within a horizontal curve, on a vertical grade greater than 8% or on their immediate approaches.
- c. The street must be paved. If there are no curbs, a special design must be used to prevent vehicle run-arounds.
- d. The elevation of property adjacent to a hump location must be above top of curb to minimize potential flooding due to the presence of the hump in the roadway.

D. COST RESPONSIBILITY

The cost for the road hump installation (including signs, pavement markings and, if necessary, special design features such as curbing or guard rail) may be shared between the City and residents according to how much the measured speed on the street exceeds the Speed Criteria as defined in Section C.3.d. This cost sharing is defined as follows:

COST SHARING TABLE

85th PERCENTILE SPEED	RESIDENTS' COST SHARE
35 mph	100%
36 mph	80%
37 mph	60%
38 mph	40%
39 mph	20%
>39 mph	0%

For a street located in a Community Development Block Grant (CDBG) area, the cost responsibility of the residents is 0%, regardless of the measured speed. The cost for transportation engineering studies and maintenance of the road hump is the responsibility of the City. The term resident, when used in cost sharing, does not necessarily refer to the petitioners. It is used to define the share of the cost that is

not the responsibility of the City and could be paid by one or more of the residents or from other private sources. Notwithstanding the provisions of the foregoing cost sharing table, residents may be able to expedite hump installation by voluntarily paying the full installation cost.

E. ROAD HUMP REMOVAL AND ALTERATION

The process for road hump removal or alteration by residents is the same as the process for installation, except that there is no City participation in cost sharing.

F. ROAD HUMP LOCATION

A road hump must not be located in front of a property if the occupant objects to its placement or, in the case of a property containing low density multiple dwellings, if a majority of the households on the property object to its placement. Fulfillment of this requirement is the responsibility of the applicant(s).

G. DESIGN STANDARDS AND PROCEDURES

The City Manager shall prepare and maintain current design standards and installation procedures for road humps in accordance with this policy.

H. REASSESSMENT

The City staff will reassess this Policy on an annual basis for three years. The first reassessment is due one year after the installation of the first road hump under provisions of this Policy.

PROCEDURES FOR ROAD HUMPS INSTALLATION

1. The initial request for the installation of road humps must originate from the residents living on the street. A request in writing from a resident or representative must be forwarded to:

Road Hump Coordinator
Department of Transportation
City Hall, Room L1/BN
Dallas, Texas 75201

2. A preliminary determination of eligibility based on available traffic data will be made in a timely manner.
 - A. If the street is determined not to be eligible the applicant(s) will be notified in writing giving the reason.
 - B. The decision may be appealed in writing to the Director of Transportation within 15 days of the notification date. The Director will review the determination and respond to the applicant(s) within 30 days of the appeal request.
 - C. If the street is determined to be eligible for consideration, a meeting will be arranged between the applicant(s) and staff to define the petition area, the approximate road hump location range and whether the location(s) would be in a Community Development Block Grant (CDBG) area. The applicant(s) will be instructed to submit a petition indicating that a minimum of two-thirds of the low density dwelling households on the street support the installation of road humps as provided in the Road Hump Policy. Only petition forms supplied by the City or exact duplicates may be used for this purpose.
3. After verification of the petitions, the Department will conduct the necessary transportation engineering studies and solicit comments and recommendations of other agencies. A determination of the street's eligibility for road hump installation will be made in a timely manner, based on the Road Hump Policy.
 - A. If the street is determined not to be eligible for road hump installation, the applicant(s) will be notified in writing giving the reason.
 - B. The decision may be appealed in the same manner as in Section 2.
 - C. If the street is determined to be eligible, the street will be placed on a list of streets eligible for road hump installation.

4. The Department will make a determination of the total installation cost and the cost sharing responsibility of the residents, if applicable, according to the Road Hump Policy.
 5. Once eligible for road hump installation, owners of real property lying within the notification area will be notified of the action by the Department. The notification area consists of the area within 200 feet of the boundary of the street. The measurement of the 200 feet includes streets and alleys. The notice will include a return form to indicate support or objection to the proposed installation.
 6. If owners of 20 percent or more of the real property within the notification area object to the installation within 30 days of the notice, then the street will be removed from the list of streets eligible for road hump installation and a public hearing will be scheduled at the City Council. Notification of the hearing will include the applicant(s) and owners of real property within the notification area. In addition, a reasonable effort will be made to notify each low density residential household along the street and area neighborhood associations of the public hearing.
 7. If owners of less than 20 percent of the real property within the notification area object to the installation or the City Council approve the installation after a public hearing, then the Department will place the street on a list of streets approved for road hump installation.
 8. Depending on the method used to pay for the cost of the road hump installation, either Section 8A or Section 8B will apply. Section 8A will apply if there is no City participation in the cost (i.e. the cost will be fully paid with voluntary private funding). Section 8B will apply if the residents request any City participation in paying for the cost of the road hump installation, if that option is available under Section D of the Road Hump Policy.
 - A. Once a street is placed on the list of streets approved for road hump installation, the City will submit a statement to the representative of the residents for the cost of the road hump installation. Upon receipt of payment of the cost, the humps will be installed as scheduling permits. If full payment has not been received within one year from the statement date, the street will be removed from the list of streets approved for road hump installation and all monies received, if any, returned to the payer.
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- B. (1) The City Manager will submit a report on an annual basis containing a list of streets approved for road hump installation that require City funding, either in whole or part, in a request for funding to the City Council. The report will rank the requests in an order of priority determined by the following calculation:

#	RANKING ITEM	VALUE
1	% vehicles exceeding Speed Criteria X daily traffic volume =	
2	number of schools, parks, churches or institutions on street (maximum of 2) X 50 =	
3	% of petitioning households on street requesting humps X 15 =	
4	number of reported accidents in previous 12 month period X 100 =	
RANKING SUM (1+2+3+4) =		

(2) The street yielding the highest numerical value from the above summation will be considered to have the highest priority. The street with the earliest application date will have the highest priority among streets with the same summation value. The report will contain the above ranked list of streets approved for road hump installation, together with the speed, vehicles per day, ranking sum, whether the location is in CDBG area, estimated installation costs, City's cost share, residents' cost share, application date, payment due date and cumulative City cost share. The report will additionally list all road hump requests subsequently denied by the Director under provisions of Section 2B and 3B, in addition to pending requests. A street that does not receive road hump installation funding approval will automatically be considered in the following years, for a maximum of 3 additional years. After that time period, a new request and petition are required.

(3) When a budget amount for road hump installations has been approved by the City Council, the Department will, starting at the top of the ranking list and proceeding in descending order, determine which installations will be funded from the budgeted amount. Representatives of the applicants for all approved road hump installations will be notified of which requests have been funded for the coming fiscal year.

(4) Installations not included in the group to be funded can be approved if their full installation cost (including the City's share) is voluntarily paid, as provided in Section 8A.

(5) If City funds remain after the determination of which installations will be funded from the budgeted amount, or if allocated City funds become

available by non-payment of invoiced amounts under provisions of Section 8, these funds can be applied towards the highest ranked non-funded installation on the ranking list. Should these funds be insufficient to cover the City's portion of that installation, and the applicant(s) do not want to voluntarily pay the difference, these funds can then be made available towards the second highest ranked non-funded installation on the ranked list; then the third highest; and so forth.

(6) The City will submit a statement to the representative of the residents for any cost based on the provisions of the Road Hump Policy. It will list the total cost, portion to be paid by residents and the portion to be paid by the City. Upon funding approval and receipt of payment of the residents' share, the humps will be installed as scheduling permits. If payment of the residents' share, if any is required, has not been received within one year from the statement date, the street will be removed from the list of streets approved for road hump installation and all monies received, if any, returned to the payor.

