

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

1 INTRODUCTION

1.1 Background

The development Services and Engineering Department (“DSE”) receives numerous concerns, both real and perceived, from residents regarding high traffic volumes, short-cutting, speeding and overall neighbourhood safety.

1.2 Purpose

The purpose of this policy is to provide guidelines, procedures and criteria for the initiation, investigation and implementation of traffic calming measures within residential neighbourhoods to address safety concerns related to speeding and excessive volume in a fair and efficient manner. Guidelines included in this policy will be applied to Local and Collector roadways within primarily residential neighbourhoods. The policy does not apply to Arterial roadways.

2 PROCESS

2.1 Initiation

Residents with traffic related concerns are instructed to submit their written request, Appendix A, to investigate traffic calming within their neighbourhood in the City of Orillia (“City”). City staff will then conduct a brief preliminary assessment to determine if the requested roadway meets the following Initial Screening Criteria.

- Must be a residential Local or Collector Road;
- Must have a minimum of 500 Annual Average Daily Traffic (ADT), to determine your roadways AADT, click [here](#);
- The posted speed limit shall not be greater than 50 km/h;
- All reasonable efforts have been made to address the concerns utilizing other means including engineering, education and enforcement tools;
- Roadway must be assumed and maintained by the City of Orillia;
- Zoning should be primarily residential in nature;
- No traffic calming measures, or studies have been completed in the previous three years;
- Requested street or section of street must be a minimum of 150m in length; and
- Road grade must be less than 5%.

Following this initial review, the City will inform residents as to whether their location meets the initial screening criteria.

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

For locations not meeting the above-noted initial screening criteria, the applicant will be notified, and no further studies may be completed for three (3) years, unless new information is brought forward. However, staff will consider front-line mitigating measures to address the neighbourhood traffic concerns. Please see section 3.2 of Policy 2.6.1.1 Guidelines and Procedures for Traffic Calming, for more information on Front Line Mitigating Measures.

Residents with requests that meet the above-noted initial screening criteria will be informed and asked to complete the petition in Appendix B.

See Appendix C for any easy-to-follow Decision Tree.

3 PETITION

After it has been determined that the requested location meets the initial screening criteria, the proponent will receive information about the traffic calming process, as well as a copy of the City’s Traffic Calming Neighbourhood Petition.

The proponent must submit the petition with an indication of support from at least 51% of the households with direct frontage or flankage onto the section of roadway that has been identified as the location for the potential implementation of traffic calming measures, as defined by DSE staff. Each household is represented by one signature, regardless of the number of people in the household. This step in the process is crucial in determining the level of concern from the residents. Failure to meet the 51% support level will result in termination of the investigation; meeting the required 51% support level will trigger the commencement of a traffic calming technical review.

3.1 Technical Review

Once staff has received the completed petition, the request will undergo a technical review. The following criteria may be reviewed:

- Vehicle volume count over an eight-hour period to determine the ADT;
- Speed study to determine existing speed data;
- Review of collision history for the most recent three (3) years;
- Study to quantify cut-through traffic;
- Review of existing roadway conditions (i.e., pavement condition, signage, road markings);
- Pedestrian activity;
- Presence of sidewalks on one or both sides of the road segment;

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

- Presence of pedestrian generators, such as schools, senior residents, playgrounds, etc.;
- History of traffic operations for the area within the last five (5) years; and
- Stopping study to determine compliance with vehicle stoppage at posted signage.

3.2 Technical Review Conclusion

Should a location fail to meet these requirements, residents will be notified via mail or email and the investigation for traffic calming measures will discontinue and will not be eligible for re-evaluation for a period of three (3) years following notification. However, staff will continue to address the concerns of the residents by means of the front-line mitigating measures.

The data collected combined with site visits, historical information, future maintenance and construction plans, as well as resident feedback will be taken into consideration to determine potential traffic calming measures.

Appropriate traffic calming measures will be determined based on the list of traffic calming measures that are approved by the City. The traffic calming design could include one or more different types of traffic calming techniques. The proposed traffic calming measures will be in accordance with the design guidelines outlined in the Canadian Guide to Neighbourhood Traffic Calming and the engineering judgement and experience of staff.

3.2.1 Community Support Survey

Based on input received from emergency, transit and maintenance services as well as from the public at the public meeting, the preferred design will be modified. The objective of the community support survey is to determine the level of support for the traffic calming design and to provide an opportunity for the most directly affected residents to oppose any modifications to the road. It is also intended to measure the support of the preferred design proposed to the residents.

Staff will define the survey canvas area. As part of this process, surrounding roads may be identified as part of the investigation. As a minimum, households with direct frontage onto the roadway to be investigated will be surveyed, in addition to each property whose side yard abuts the subject roadway section. Households that do not directly front the subject roadway, but who have no other option but to use the section of roadway where traffic calming is being proposed (e.g., in the case of a cul-de-sac), will not receive the survey; however, a public meeting notice will be delivered to their homes.

Surveys will be delivered by mail or email and at a minimum, will contain:

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

- A brief description of traffic calming, including its advantages and disadvantages;
- The results of the traffic studies undertaken by staff;
- A survey question asking if residents are in favour, opposed or neutral to the implementation of traffic calming measures in the identified location(s);
- The preferred traffic calming design;
- A request for comments and feedback; and
- An indication that this is the final opportunity to modify and improve the preferred design to address any outstanding concerns and to incorporate resident input.

For the process to continue, a minimum of 25% of total surveys delivered must be returned to the City. Of this 25%, 60% acceptance for the implementation of traffic calming is required. This reinforces that community support is vital for the ultimate success of traffic calming.

3.3 Final Decision

A Council Information Package (CIP) recommending the implementation of the preferred traffic calming measure will be submitted to City Council. The neighbourhood and affected parties will be made aware of the final decision.

Staff will deliver notices to residents via mail or email to inform them that traffic calming has been either approved or not approved by City Council on the subject roadway. The notice will be sent to the same mailing list used to deliver the traffic calming survey and any other persons having requested notification throughout the process. If the traffic calming plan is approved, the notice will include information about the traffic calming review process for the subject roadway and will include the following details:

- Copy of Preferred Traffic Calming Plan clearing showing locations of treatments;
- Information about where residents may review the detailed design drawings; and
- Implementation timeframe.

Upon approval by City Council, resident notification, and sufficient funding, traffic calming measures will be implemented. Residents will be notified of implementation timelines through the contact mailing list.

3.4 Monitoring and Evaluation

DSE staff will monitor the roadway to determine the effectiveness of the utilized measures and their impacts on the surrounding road network. If it is found that the amount of traffic in the surrounding road network has increased by 15% as a result of the traffic calming measure, the City will explore corrective action opportunities to remedy the situation.

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

Traffic calming devices may be removed, at the request of residents provided that at least the same level of support exists to remove as was measured for installation. A survey will be delivered to the same residents as was initially done to gauge support. Traffic calming measures must be installed for a minimum of 2 years before the process to remove them can start, unless the traffic calming measures become a health and safety concern. After removal, the subject street will not be applicable for traffic calming measures for three years.

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

Frequently Asked Questions:

Question:

I notice a lot of people speeding on my street. Can you implement a stop sign (all-way stop) to slow the traffic down?

Answer:

A stop signs are not speed control devices; stop signs allocate right-of-way travel at intersections. When used for speed control, drivers generally disobey the sign “unwarranted” sign and do not stop, which is extremely dangerous.

Question:

I notice a lot of people speeding on my street. Can you put in some speed bumps to slow the traffic down?

Answer:

Speed bumps are typically found in privately owned parking lots/aisles as they are designed for a speed that is much lower than a typical posted speed limit along a public roadway.

Question:

Are speed bumps the same as speed humps or speed cushions?

Answer:

Speed bumps typically cover the entire width of the traveled portion while a speed hump/cushion does not. The shortened width is designed to allow a large vehicle, such as a fire truck, to straddle the cushion, while normal vehicles will be forced to drive over it with at least one side of the vehicle.

Question:

Can you put a ‘children at play sign’ on our street?

Answer:

Signage warning motorists of children at play are ineffective for providing traffic calming measures as these signs can provide residents with a false sense of security; children playing in the streets, while common, is dangerous; drivers become complacent and tend to ignore these signs.

		Environmental Services and Operations, Development Services and Engineering	
		Traffic Calming	
		Guide	
		Resident Guide	

Appendix A - TRAFFIC CALMING REQUEST FORM

Applicant Information	
Name:	Phone Number:
Street Address:	Postal Code:
E-mail Address:	
Location Information	
Street Name:	
From:	To:

Reason for Request (check all that apply):

- Speeding
- Short-cutting
- Traffic Volume
- Collisions
- Stop Compliance
- Other

Would you like to be contacted via mail or email? (please circle)

Comments:
