

City of Plantation: Neighborhood Traffic Calming Program Guidelines

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1. Introduction

The City of Plantation (“City” or “Plantation”) is committed to enhancing the quality of life for its residents and creating safe streets throughout the City. Traffic Calming improves safety and livability primarily through the use of physical measures to reduce speed and/or reduce the amount of motor vehicle traffic.

In 1999, the Plantation Neighborhood Traffic Management Program (NTMP) was developed by the City’s Engineering and Planning Departments. In 2004, the NTMP was revised to reflect insights gained during its implementation and renamed as the Neighborhood Traffic Management Partnership Program (NTMP²). In the interim the City recognized the NTMP² needed to be more responsive to resident concerns and updated to reflect the latest speed management best practices.

The NTMP² is being updated now to reflect lessons learned from both the NTMP and the NTMP². In particular, the revisions are intended to create a more efficient process, resulting in more timely improvements, using lower-cost measures, and with clear guidelines and expectations. The revised program has been renamed as the **Neighborhood Traffic Calming Program (NTCP)**. The NTCP will continue to be a resident-driven, application-based program for traffic calming on city-owned residential streets.

The **Neighborhood Traffic Calming Program** is intended to complement other transportation improvement efforts by the City, including the Multimodal Master Transportation Plan. The NTCP is not intended to restrict or limit the City's ability to implement traffic calming devices and measures on any City-maintained local, collector, or arterial road for the safety of the public.

Notable changes included in the **Neighborhood Traffic Calming Program** are:

- Through the NTCP, the City will fund site improvements (signage, pavement markings, and landscaping) and the installation of Modular Speed Cushions. These are highly effective measures to address driver behavior and encourage slower speeds. Modular Speed Cushions have many advantages including: less invasive than asphalt speed cushions; easy to construct; movable; require minimal design work; and can be implemented in a short time frame. The lower cost of Modular Speed Cushions, including design, administration, and construction costs, will enable the City to implement traffic calming improvements to more areas of the city. *The City recognizes that effective traffic calming is not a one-size-fits-all solution and there may be some locations that, due to roadway layout or other conditions, might necessitate alternative traffic calming features. However, for the most part, the combination of improved site features and Modular Speed Cushions should be effective for traffic calming on most roads in Plantation.*
- The establishment of a Traffic Calming Team, consisting of City Staff, to review applications and determine the Traffic Calming Plan.
- New application support requirements that allow a letter of support by an active Homeowners Association (HOA), or a set number of residents.
- A new program flow chart.
- Multiple data collection and assessment phases, to determine the effectiveness of the improvements.
- New criteria to prioritize applications based on the severity of the problem, the specific conditions of the locations, and input from the Traffic Calming Team.

2. Neighborhood Traffic Calming Program Goal

Goal: Reduce speeding and cut through traffic on public residential streets in a manner that is cost effective, simple and straight-forward, and is responsive to residents' concerns.

Objective 1: Cost-Effective

1. Cost effective in terms of staff and administration costs, design costs, material costs, installation costs, and maintenance costs
2. Promote compliance with traffic laws through measures that minimize reliance on police resources
3. Implement and determine the effectiveness of low-cost measures, before funding costlier solutions
4. Utilize data to determine roadway needs and effective solutions
5. Prioritize improvements based on available funding and improving "worst first" conditions
6. Funding improvements only on city-owned streets and property

Objective 2: Simple and Straight-forward

1. Design traffic calming plans to preserve emergency vehicle access
2. Utilize a user-friendly application
3. Implement a streamlined process
4. Set clear expectations by using uniform definitions and criteria
5. Reduce burden on residents by allowing an HOA letter of support in lieu of collecting property owner signatures
6. Standardize informal processes in order to clarify city staff roles and responsibilities

Objective 3: Responsive

1. The program will be designed to be easily deployable.
2. Where possible, temporary traffic calming features will be installed in order to provide quicker relief and verify that the location, configuration, and design of the traffic calming measure is optimal.
3. Allow for flexibility to enable the City to respond to unique circumstances

3. Definitions

Affected Properties: Properties abutting the subject roadway within the area of concern as described in the application and properties located on a cul-de-sac or other no-exit street whose sole vehicular access is via the subject roadway within the area of concern. *The City reserves the right to expand the list of affected properties.*

Affected Property Owner: Property owners of Affected Properties.

Allowable Traffic Calming Measures: For purposes of the NTCP, the allowable traffic calming measures include Modular Speed Cushions and improvements to site features.

Area of Concern: The portion of a roadway described in an application as the location where the applicant has observed speeding or is concerned about speeding (cut through traffic).

Broward County Trafficways Plan: A roadway right-of-way preservation plan maintained by the Broward County Planning Council available at <https://www.broward.org/PlanningCouncil/Documents/Trafficways.pdf>

Designated Contact: The resident who is the main point of contact during the Neighborhood Traffic Calming Program process. They will be responsible for submitting a complete application (including the HOA Letter of Support or the Affected Properties Owners Support Petition) and be available for communication with City Staff.

Eligible Location: A city-owned roadway, or portion thereof, that meets all of the criteria for Eligible Location and is therefore eligible to participate in the City's Neighborhood Traffic Calming Program.

85th Percentile Speed: the speed which 85 percent of traffic travels below and 15 percent travels above: this higher-than-average speed is often used to set speed limits.

Modular Speed Cushion: A traffic calming feature that consists of two or more raised rubber cushions placed laterally across a roadway. A modular speed cushion has gaps (often referred to as "cutouts") between the raised areas to enable a vehicle with a wide track (e.g., a large emergency vehicle, some trucks, some buses) to pass through the feature without any vertical deflection. The profile of a speed cushion is gentle enough to provide a comfortable ride when traversed at a speed of approximately 20 to 25 MPH.



Figure 1 City of Plantation Fire Truck going over installed speed humps along SW 118 Avenue.

Traffic Calming Plan: A plan depicting improvements to site features and installation of modular speed cushions, based on the recommendation of the City Engineer and approval by the Chief Administrative Officer, or designee.

Traffic Calming Team: Composed of City Staff, the Traffic Calming Team assists with the development of the Traffic Calming Plan, prioritization of the traffic calming improvements, and similar issues regarding traffic calming.

4. Eligible Locations

Roadways, or portions thereof, must meet *all of* the following criteria in order to be eligible to participate in the NTCP:

1. City-owned roadway
2. Located in a primarily residential area
3. Roadway has a speed limit of 30 MPH or less
4. Maximum two traffic lanes

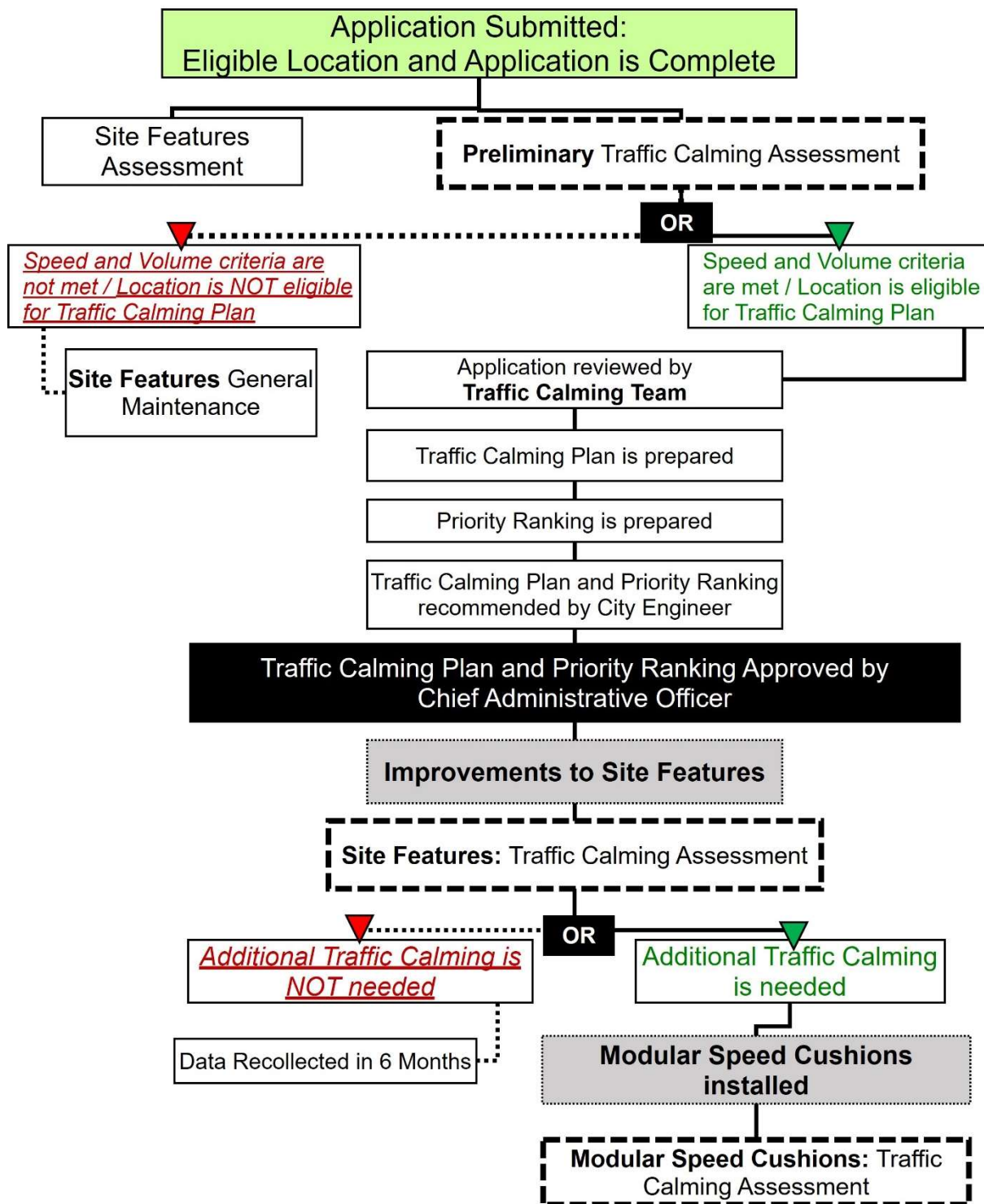
Additionally, roadways meeting *any of* the following criteria are not eligible to participate in the Neighborhood Traffic Calming Program:

1. Roadways designated as Collector or Arterial on the Broward County Trafficways Plan. The Broward County Trafficways Plan is available at the Broward County website: <https://www.broward.org/PlanningCouncil/Documents/Trafficways.pdf>
2. Portions of roadways that were reviewed for traffic calming by the City within the past two years (from time of the application submittal).
3. Portions of roadways that have had traffic calming improvements in place for less than two years (from time of the application submittal).

5. Neighborhood Traffic Calming Program Process

The NTCP process flowchart is below. The first step in the NTCP process is the submittal of a complete application for an Eligible Location. Throughout the process data and conditions are assessed in order to determine eligibility for traffic calming, determine the Traffic Calming Plan, prioritize improvements, and measure effectiveness of improvements.

While there is no specified time period, every effort will be made to implement improvements in a timely manner. Descriptions of the NTCP process is provided on the following pages.



6. Application and Requirements

A NTCP application must be submitted to the City Engineer. An application is considered complete when the HOA Letter of Support and the Affected Property Owners Support Petition is submitted. The Designated Contact must be listed on the application. Supportive maps, photographs, and drawings may be submitted with the application. The City of Plantation reserves the right to add or remove traffic calming features along City owned public roadways regardless of a request being submitted. Traffic calming measures initiated by the City shall be exempt from the petition requirements; however, a public meeting with impacted residents shall be required.

Please see Attachments for a copy of the NTCP Application.

HOA Letter of Support

If there is an active Homeowners Association (HOA), a letter of support from the HOA *must* be submitted with the application. It is the responsibility of the applicant or Designated Contact to submit the HOA Letter of Support to the City.

Please see Attachments for a generic HOA Letter of Support.

Affected Property Owners Support Petition

A petition of support signed by at least sixty-five (65%) percent of the Affected Property Owners must be submitted with the application (regardless of roadway size). The petition of support may be signed by more than sixty-five (65%) percent of the Affected Property Owners. It is the responsibility of the applicant or Designated Contact to submit the Affected Property Owners Support Petition to the City.

Please see Attachments for a copy of the Affected Property Owners Support Petition.

Please see Attachments for a guide on how to determine the Affected Property Owners.

7. Site Features Assessment

City Staff will visit the eligible location to evaluate the existing conditions of site features in order to determine if the site features are contributing to the need for traffic calming. Site features that will be assessed are described in the below table.

Site Features Assessment	
Site Feature	Description
Pavement Markings	<ul style="list-style-type: none"> Painted lines, symbols, or words on a roadway that convey messages to roadway users. Examples include stripes, crosswalks, stop bars, arrows, and words such as “STOP”, “YIELD” or the maximum speed limit
Signs	<ul style="list-style-type: none"> Regulatory signs such as speed limit signs, movement prohibition signs, school zone signs, and crosswalk signs
Landscaping	<ul style="list-style-type: none"> Trees, bushes, or other landscaping that is obstructing signs and/or street lighting

8. Preliminary Traffic Calming Assessment and Criteria

Traffic calming improvements are available for eligible locations that have speed and volumes that meet specific thresholds. The Preliminary Traffic Calming Assessment determines if the location is eligible for traffic calming improvements.

Speed and Volume Data Collection

- The City will collect speed and volume data.
- Data is collected based upon the availability of the City’s data collection equipment.
- Data collection typically occurs over a five-day period, in order to assess both weekday and weekend conditions.
- For locations adjacent to public schools or whose traffic is impacted by public schools, data will not be collected during school closure periods, including summer vacation, winter vacation, and spring break.

Traffic Calming Criteria: Speed and Volume

The speed and volume thresholds are listed in the following table:

Speed and Volume Thresholds	
Criteria	Minimum Requirements
Speed	<ul style="list-style-type: none"> • The 85th percentile speed must be at least seven (7) miles per hour over the speed limit. AND <ul style="list-style-type: none"> • 50% or more of the recorded vehicles must be traveling over the posted speed limit.
Volume	<ul style="list-style-type: none"> • Minimum 500 vehicles per day

Locations that do not meet Speed and Volume Thresholds

- Eligible Locations that do not meet the speed and volume thresholds may reapply in two years.
- The City will schedule improvements of any maintenance issues observed during the site features assessment.
- The Traffic Calming Team may waive the speed and volume requirements for roadways with unique locational conditions, such as those in proximity to schools or parks, or along heavily trafficked pedestrian routes, or those within senior communities.

9. Traffic Calming Team

The City of Plantation Traffic Calming Team has been established in order to assist in the implementation of the NTCP.

Membership

- The City Engineer, Director of Planning, Zoning & Economic Development, Fire Chief, Chief of Police, Director of Public Works, and the Chief Administrative Officer, or their designee, serve on this team.
- The City Engineer chairs the Traffic Calming Team.

Responsibilities

- The Traffic Calming Team reviews NTCP applications that have met the Preliminary Traffic Calming Assessment's speed and volume thresholds
- The Traffic Calming Team provides input during the development of the Traffic Calming Plan and the Traffic Calming Prioritization
- They may address other matters related to traffic calming, roadway conditions, and similar matters as required by the Mayor
- They may waive certain requirements for participation in the NTCP, as listed in the NTCP Guidelines.

10. Traffic Calming Plan

The Traffic Calming Plan consists of improvements intended to calm traffic and may include maintenance and/or upgrades to site features and installation of Modular Speed Cushions. The Traffic Calming Plan is based on the following:

- Existing conditions of the site features as determined during the site features assessment.
- Speed and volume data collected during the preliminary traffic calming assessment
- Input from the Traffic Calming Team

Plan Approval

The City Administrative Officer approves the Traffic Calming Plan, following recommendation by the City Engineer.

The Designated Contact will receive a copy of the approved Traffic Calming Plan.

Site Feature Improvements

Following is a description of the eligible site feature improvements.

- The Traffic Calming Plan may include one or more of the site feature improvements
- The list is not meant to be exhaustive and additional site feature improvements may be approved in the Traffic Calming Plan.

Site Features Improvements	
Site Feature	Eligible Improvements
Pavement Markings	<ul style="list-style-type: none"> • Refurbishing faded pavement markings • Upgrading existing pavement markings with improved retroreflective material • Adding new pavement markings
Signs	<ul style="list-style-type: none"> • Replacing missing or damaged signs • Upgrading existing signs with improved retroreflective material • Relocating existing signs • Installing new sign types, to educate drivers about pedestrians, adjacent schools, etc.... • Installing electronic speed feedback signs • NOTE: Stop signs are not traffic calming measures, rather they are traffic control devices. However, damaged, missing, or incorrectly placed stop signs may be replaced as part of the improvements to site features. <div data-bbox="1133 1150 1507 1537" data-label="Image"> </div> <p style="text-align: right;"><i>Figure 2: Speed Radar Sign</i></p>
Landscaping	<ul style="list-style-type: none"> • Trimming trees or bushes that are obstructing signs and/or street lighting • Replacing landscaping with less maintenance intensive landscaping materials

Modular Speed Cushions

The Traffic Calming Plan will detail the location of the Modular Speed Cushions. They will be located based on the needs and conditions of the specific roadway, and consistent with best engineering practices.

As a general rule the Modular Speed Cushions will be located as follows:

- Placed at a midblock location;
- Placed at least 200 feet from existing or proposed traffic control devices;
- Typically spaced between 250 feet to 500 feet apart; and
- Located as to not obstruct mailboxes, utility boxes, or driveways

11. Traffic Calming Prioritization and Criteria

In conjunction with the development of the Traffic Calming Plan, the Traffic Calming Team will also determine the recommended prioritization of the plan’s implementation. Prioritization will be based on the severity of the problem and input from the Traffic Calming Team. The following Prioritization Criteria point system has been established:

Traffic Calming Prioritization Criteria	
Condition	Points
No continuous sidewalk on both sides of the street	10
Public K – 12 School entrance located within 0.5 mile	10
Park, Community Center, or Library entrance located within 0.5 mile	10
No continuous sidewalk on one side of the street	5
Public K – 12 School entrance located within 1 mile	5
Park, Community Center, or Library entrance located within 1 mile	5
The following unique conditions can be assigned points as applicable	
School bus stops for Public K – 12 School	Up to 5 Points
Traffic Citation History	Up to 5 Points
Crash History	Up to 5 Points
Significant motor vehicle speed during data collection	Up to 5 Points
Senior Citizen community	Up to 5 Points
No traffic calming measures in general location	Up to 5 Points
Other significant pedestrian activity generator	Up to 5 Points

12. Traffic Calming Plan Implementation and Additional Traffic Calming Assessment

The Traffic Calming Plan will be implemented in phases.

- The first phase is the installation of the Traffic Calming Plan’s site feature improvements.
- Following the installation of the site feature improvements, speed data will be collected to determine if traffic has been calmed or if the installation of Modular Speed Cushions is warranted.
- The next phase is the installation of the Modular Speed Cushions.
- Following the installation of the Modular Speed Cushions, speed data will be collected to determine if traffic has been calmed or if the Traffic Calming Plan needs to be modified.

Site Features: Traffic Calming Assessment

Following installation of the site features improvements, speed data will be collected to determine if the installation has sufficiently calmed traffic. The speed thresholds are listed in the following table:

Site Features Traffic Calming Assessment: Speed Thresholds	
Criteria	Minimum Requirements
Speed	<ul style="list-style-type: none"> • The 85th percentile speed must be at least seven (7) miles per hour over the speed limit. <p>AND</p> <ul style="list-style-type: none"> • 50% or more of the recorded vehicles must be traveling over the posted speed limit.

- Locations whose speed exceeds the minimum requirements will proceed to the next phase of the Traffic Calming Plan: installation of the Modular Speed Cushions.
- Locations whose speed is less than the minimum requirements will have data recollected and reevaluated in six months.
 - If after the recollection, the location continues to not meet the minimum speed thresholds, the location will be considered to have successfully completed the NTCP.
 - If after the recollection, the location does meet the minimum speed thresholds, the location will be eligible for the installation of the Modular Speed Cushions.

Modular Speed Cushions: Traffic Calming Assessment

Following installation of the Modular Speed Cushions, speed data will be collected to determine if the installation has sufficiently calmed traffic. The speed thresholds are listed in the following table:

Speed Thresholds	
Criteria	Minimum Requirements
Speed	<ul style="list-style-type: none"> • The 85th percentile speed must be at least seven (7) miles per hour over the speed limit. <p>AND</p> <ul style="list-style-type: none"> • 50% or more of the recorded vehicles must be traveling over the posted speed limit.

- Locations whose speed exceeds the minimum requirements will be reassessed by the Traffic Calming Team to determine additional traffic calming improvements.
- Locations whose speed is less than the minimum requirements will be considered to have successfully completed the NTCP.

13. Neighborhood Traffic Calming Program Removal Process

A petition for removal of traffic calming features within City of Plantation may be considered provided that the same application procedure outlined in section 6 of this program is followed and the below conditions are met:

- Traffic calming features must be in place for a minimum of one (1) year
- A request for removal application must be signed and submitted to the City Engineer
- The removal petition must include the same affected area as the original request
- Sixty-five percent (65%) of the property owners in the original affected area is required for consideration. Signatures shall be collected and submitted to the Engineering Office within 30 days.
- If there is an active Homeowners Association (HOA), a letter of support from the HOA *must* be submitted with the removal application.
- Requests for removal of traffic calming features will only be considered if sufficient data justifies the removal of that feature. Engineering staff will perform the same Traffic Study for the removal requests as installation requests.
- Engineering staff will present traffic data to the Traffic Calming Committee for recommendations. Traffic calming Committee recommendations must support the removal of traffic calming features
- Removal requests based on inconvenience will not be considered.
- The City of Plantation will not consider another petition to reinstall traffic calming features on a road for two years following the removal.

If a location fails to meet the traffic calming removal criteria set in Section 13 of this Program, the location shall not be reconsidered for a period of one year.

Frequently Asked Questions

How long will the NTCP process take?

While there is no specified time period, every effort will be made to complete the NTCP process in a timely manner. The time frame depends on various factors notably the speed and volume data collection, the number of NTCP applications submitted, the availability of funding, and the prioritization of the improvements. Speed and Volume Data will not be collected during school closure periods, including summer vacation, winter vacation, and spring break.

Are both an HOA Letter of Support and the Affected Property Owners Support Petition required?

Yes. If you live in an area with an active HOA, then the HOA Letter of Support is required in addition to the petition signed by at least sixty-five (65%) percent of the Affected Property Owners. If you live in an area without an active HOA, then ONLY the petition signed by at

least sixty-five (65%) percent of the Affected Property Owners Support Petition is required.

Can the City assist in collecting signatures for the Affected Property Owners Support Petition?

It is the responsibility of the applicant (or Designated Contact) to obtain the signatures. In the Attachments is a guide on how to determine the Affected Property Owners. However, applicants are welcome to ask the City Engineer for assistance on how to determine the Affected Property Owners.

Are more than sixty-five (65%) percent signatures required for the Affected Property Owners Support Petition?

No. Regardless of the size and number of homes within the Area of Concern, only sixty-five (65%) percent signatures from individual property owners are required. However additional signatures can be obtained and may be considered by the Traffic Calming Team when determining the priority ranking of the Traffic Calming Plan.

What if my neighborhood does not want Modular Speed Cushions?

Modular Speed Cushions and Speed Radar Signs are some of the most effective measure at reducing speeds. Modular Speed Cushions and Speed Radar Signs are much less resource intensive than asphalt / permanent speed cushions. Additionally, by installing Modular Speed Cushions and Speed Radar Signs the City can adjust the location if needed.

What if my street does not meet the speed or volume criteria?

Regardless of meeting the speed or volume criteria, City Staff will evaluate the existing condition of the site features of all eligible locations and will schedule improvements of any maintenance issues observed during the site features assessment. Additionally, City Staff will schedule speed radar trailers in the neighborhood. A new application may be submitted in two years.

Are stop signs an option for traffic calming treatments?

No. Stop signs are traffic control devices, not traffic calming measures. Stop signs are installed to clarify who has the right-of-way at intersections. They are not an effective method for calming traffic or slowing speeds. When installed where unwarranted, they breed disrespect from drivers and actually may cause crashes by providing a false sense of security to pedestrians, cyclists, and other motorists. The City may consider the installation of illuminated stop signs to enhance their visibility.

ATTACHMENTS

Neighborhood Traffic Calming Program Application

General Information		
Date		
Applicant	Name	
	Address	
	Email	
	Telephone	
Is Applicant the Designated Contact (yes or no)?		
If yes, skip the following		
Designated Contact	Name	
	Address	
	Email	
	Telephone	

Traffic Calming Concern		
Area of Concern	Street	
	Start Location <i>(Intersection / Point of Interest)</i>	
	End Location <i>(Intersection / Point of Interest)</i>	
Check off all of your concerns		
Speeding	<input type="checkbox"/>	Traffic Accidents
Cut through traffic	<input type="checkbox"/>	Illegal behavior (i.e. donut holes)
Describe traffic concerns:		

Attachments	
Are photographs, maps, or other documentation attached? <i>(yes or no)</i>	<input type="checkbox"/>
For locations in an Active HOA	
Name of HOA	
Is HOA Letter of Support attached? <i>(yes or no)</i>	<input type="checkbox"/>
For locations not in an active HOA	
Is the Affected Property Owners Support Petition attached? <i>(yes or no)</i>	<input type="checkbox"/>

Applicant Signature

Generic HOA Letter of Support

MUST BE ON HOA LETTERHEAD

Date: _____

We, _____ Homeowner's Association, do hereby submit this Letter of Support for the Neighborhood Traffic Calming Program Application for the following location:

Street	
Start Location <i>(Intersection or Point of Interest)</i>	
End Location <i>(Intersection or Point of Interest)</i>	

(Optional) In addition to the information listed in the application we are concerned about:

HOA Authorized Rep. Name	
HOA Authorized Rep. Title	
HOA Authorized Rep. Signature	

Affected Property Owners Support Petition

Date		
Area of Concern	Street	
	Start Location <i>(Intersection / Point of Interest)</i>	
	End Location <i>(Intersection / Point of Interest)</i>	

- The following Property Owners, representing at least sixty-five (65%) percent of the separate affected properties, support the submittal of the Neighborhood Traffic Calming Program application.
- We understand that as part of this program, the area of concern will be evaluated for eligibility for site improvements (signage, pavement markings, and landscaping) and the installation and maintenance of Speed Cushions.

No	Name	Address	Email	Signature
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Examples to determine Affected Property Owners

Below are two examples showing an area of concern and the resulting Affected Property Owners. In both examples there are no-exit streets connected to the area of concern.

Example #1

The area of concern is NW 6th St, between NW 103rd Ave and NW 108th Ave.

The Affected Properties are:

1. Properties directly abutting NW 6th St between NW 103rd Ave and NW 108th Ave
2. Properties located along the southern connected no-exit streets
3. Properties located along the northern connected no-exit streets



Example #2

The area of concern is SW 67th Terr, between Peters Rd and SW 16th St.

The Affected Properties are:

1. Properties directly abutting SW 67th Terr, between Peters Rd and SW 16th St
2. Properties located along the connected no-exit streets.

