



Town of Greenwich

NEIGHBORHOOD TRAFFIC CALMING PROGRAM



Traffic Engineering Division
DEPARTMENT OF PUBLIC WORKS

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TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 INTRODUCTION	2
2.0 REFERENCES AND HISTORY	4
3.0 STAFFING / AUTHORITY	4
4.0 BUDGET	5
5.0 LEGAL ISSUES AND DISCLAIMERS	5
6.0 NEW DEVELOPMENT	6
7.0 PROGRAM POLICY	6
7.1 Greenwich NTCP Process Summary	6
7.2 Tier 1	8
7.3 Tier 2	11
8.0 TRAFFIC CALMING TOOLBOX	12
9.0 TEMPORARY INSTALLATIONS	15
10.0 EFFECTIVENESS REVIEW / FOLLOW UP	16
11.0 REMOVAL OF TRAFFIC CALMING DEVICES	16
12.0 FUTURE UPDATES	16
13.0 APPENDICES	16



Town of Greenwich Neighborhood Traffic Calming Program

1.0 INTRODUCTION

In response to numerous concerns from its residents about speeding and excessive traffic volumes in residential neighborhoods and requests to implement traffic calming devices or other speed reduction programs, the Town of Greenwich has developed this Neighborhood Traffic Calming Program (NTCP) to address important neighborhood livability and safety issues.

There are several reasons why traffic calming measures are undertaken, the immediate purpose being the reduction of vehicular speed and volume through residential neighborhoods.

More specifically, traffic calming is undertaken for, but not limited to, the following reasons:

- Reduction of through traffic.
- Reduction of truck traffic.
- Excessive speed reduction
- Reduction of noise and air pollution
- Crash reduction
- Livability and overall quality of life.
- Provision of safer environment for pedestrians and bicyclists

As discussed in later sections, there are many different traffic calming tools or measures available to achieve the above goals.

The Department of Public Works has studied several programs in other communities and it is apparent from these studies that each community approaches Traffic Calming in a different way. The most prevalent technique among successful, long standing programs is a comprehensive approach that does not rely on any single solution or strategy.

While the negative effects of automobile traffic can not be completely eliminated, the goal of this program is to encourage automobile drivers to operate safely with consideration for others on the street and improve the quality of neighborhood life by creating safe attractive streets, providing for and promoting pedestrian and cyclist activities.

These programs deal comprehensively with neighborhood traffic issues through the use of various techniques, which generally fall under the categories of Education, Enforcement, and Engineering. In industry terms, these are referred to as the “three



Town of Greenwich Neighborhood Traffic Calming Program

E's." A fourth "E," enhancement is used to improve area aesthetics and soften the look of physical installations.

Education provides information to people about how they as motorists can help to ease traffic impacts through changes in behavior and attitudes, and informs them about neighborhood traffic management activities and opportunities.

Enforcement enlists the assistance of the Police Department to focus enforcement efforts in project areas.

Engineering and planning encompasses both traditional traffic management measures as well as newer approaches, such as traffic calming. According to the Institute of Transportation Engineers, traffic calming is the "combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users." All three are important components in dealing effectively with neighborhood and community-wide traffic issues.

In response to national trends, the Town of Greenwich has expanded this definition to include nonphysical measures, such as educational programs and enhanced enforcement as the first actions to be considered when resolving neighborhood traffic concerns. Also, the Town has identified certain street classifications and situations in which physical measures will be considered.

In Greenwich, the NTCP is intended to provide a framework for the use of traffic calming, by addressing the following issues:

- A process for evaluating requests for traffic calming
- A process for public involvement
- Maximizing public awareness and building community support through education
- Reviewing and refining a traffic calming device inventory or toolbox
- A funding strategy to implement the policy
- A methodology for evaluating impacts and traffic diversion thresholds
- A process for monitoring and evaluating the results of the installation of traffic calming devices
- An inventory of primary routes for emergency services to maintain response times
- A functional classification of Town streets with information about appropriate devices
- A process for active interdepartmental communication and education
- A commitment by participants to follow through to implementation
- How enforcement can work with a traffic calming program



Town of Greenwich Neighborhood Traffic Calming Program

2.0 REFERENCES AND HISTORY

Modern traffic calming began as a grassroots movement in the late 1960's and is typically said to have started with the Woonerf developments in the City of Delft, the Netherlands. A Woonerf is traditionally translated as a "living street." Woonerven are residential streets where speeds are drastically reduced through reconstruction. The Woonerf initiative introduced the concept of shared space between vehicles and pedestrians. Formalized rules were developed in 1976.

The reconstruction of streets to Woonerven became very expensive, and this technique has therefore been more or less abandoned in favor of less expensive measures while still retaining the essential traffic-calming concept.

In the United States, Berkeley, CA, was one of the first communities to establish a comprehensive program of traffic calming, when it adopted a citywide traffic management plan in 1975. Seattle, WA, was an early pioneer in area wide planning, when it conducted neighborhood-wide demonstrations in the early 1970's

From there the use of traffic calming has slowly gained acceptance. A 2004 survey identified over 100 jurisdictions with formal traffic calming programs. This "Best Practices" White Paper summarized the neighborhood traffic management practices of 20 progressive agencies from across the nation. The "Best Practices" White Paper describes the range of apparent common and best practices that are employed by the agencies involved in the survey. The Town of Greenwich NTCP has been based on these "best practices" along with additional resources from the following jurisdictions and publications.

- Summit County, UT
- City of Portland, OR
- City of Phoenix, AZ
- City of Bellevue, WA
- Arlington County, VA
- Montgomery County, MD
- Howard County, MD
- "Traffic Calming of State Highways: Application in New England," Garder, P., Ivan, J. and Du, J., June 2002
- "Traffic Calming: State of the Practice," ITE/FHWA, August 1999
- "Sacramento County Neighborhood Traffic Management Program (NTMP) 'Best Practices' White Paper," Fehr & Peers, June 2004

3.0 STAFFING / AUTHORITY

The intent of this program is to provide a clear structure for addressing traffic concerns in residential neighborhoods. The Town's implementation process consists of two tiers, requiring as a first step community identification of existing problems.



Town of Greenwich Neighborhood Traffic Calming Program

This process allows for the use of traffic calming measures in a timely manner when problems can be resolved with fairly routine-solutions. When dealing with more complex issues, the process allows for effective management and allocation of resources, by prioritizing for action those areas with the most pressing needs.

All requests for traffic calming measures shall be directed to the Commissioner of Public Works. Requests are evaluated and assigned to the appropriate division within Public Works. The traffic calming request is then investigated and/or studied for suitability and a recommendation is made to the Commissioner.

A Traffic Safety Coordinating Committee (TSCC) is hereby established to advise the Commissioner of Public Works on proposed actions. The committee will be chaired by the Town Traffic Engineer and consist of representatives appointed by the respective department head from the Police Department, the Fire Department, Greenwich Emergency Medical Services, the Board of Education, the Engineering Department, and the Highway Department.

All plans which include devices that alter the physical roadway will receive approval from the Board of Selectman before implementation. If necessary, approval will then be sought from the Planning & Zoning Commission.

4.0 BUDGET

Annual funding for the NTCP shall be through the Department of Public Works Capital Improvement Program, unless specific funds are provided for elsewhere in the Town budget.

Individual projects will be selected for implementation based on the priority scoring system discussed in Section 7.2 of this document, public support, and available budget. Projects must be approved by the Capital Improvement Program (CIP). The Department of Public Works may determine cut-off dates for the receipt of applications and public opinion surveys to coincide with the development of the Town budget.

At the time of adoption, there are no State or Federal programs specifically for traffic calming projects. In the future, policies may be developed for privately funded projects, either through new developments or neighborhood associations. For now, private funding will not be permitted on public roadways under the NTCP.

5.0 LEGAL ISSUES AND DISCLAIMERS

Successful traffic calming programs have been created and implemented by many local governments across the United States and overseas. To help avoid liability issues, a municipality must maintain documentation that illustrates their program is appropriate, install traffic calming devices based on objective data, and follow procedures when considering and installing such devices. Therefore, the Town of Greenwich has



Town of Greenwich Neighborhood Traffic Calming Program

adopted a Program Policy (see section 7) to accomplish the goal of minimizing liability issues.

Through its implementation process, the Town of Greenwich will design, implement and maintain the accepted traffic calming measures so that drivers, pedestrians, and bicyclists acting reasonably and exercising ordinary care are able to perceive the intent of the measure and safely negotiate it.

Traffic calming measures should be designed using recognized standards and practices of the Institute of Transportation Engineers, AASHTO, and the Connecticut Department of Transportation. Traffic calming designs shall conform to the Manual on Uniform Traffic Control Devices and Regulations of the State Traffic Commission.

6.0 NEW DEVELOPMENT

Applicants for new subdivisions or other residential developments are encouraged to include traffic calming strategies as part of the site plan development process, such as, constructing slow points at regular intervals of 600'-1000'. Members of the Town Traffic Engineering staff are available to consult on the preferred methods of achieving the goals of this program.

7.0 PROGRAM POLICY

The process for implementing traffic calming measures consists of a series of steps designed to build community support, identify concerns, collect data, develop solutions and evaluate results. The process is divided into two tiers.

Under Tier 1, the focus is on changing driver behavior through education efforts and enforcement. Tier 1 measures consist of more easily implemented, low-cost and often less controversial tools such as neighborhood traffic safety campaigns, speed display units, targeted police enforcement, and pavement marking changes.

Once implemented, these efforts are evaluated up to one year later to determine their effect on traffic. Most neighborhoods find these efforts effective in addressing the traffic concerns identified by the community. If the Tier 1 efforts are not effective, the DPW proceeds to the review of Tier 2 strategies.

Under Tier 2, physical treatments such as speed humps, median islands, traffic circles and curb extensions are considered.

7.1 Greenwich NTCP Process Summary

The process for approval of Traffic Calming is summarized below. More detailed explanations are provided in later sections of this policy.

Tier I Process



Town of Greenwich Neighborhood Traffic Calming Program

- Step 1 - Submit a Neighborhood Request Form to the Commissioner of Public Works detailing your traffic concerns along with the petition of support.
- Step 2 - If the streets qualify for traffic calming, Traffic Engineering determines the scope of the study area; conducts a field review of the site; and collects data.
- Step 3 - Traffic Engineering evaluates the request and scores the application according to both threshold and priority scoring criteria.
- Step 4 - DPW sends out information about the findings and recommendations.
- Step 5 - DPW works with the neighborhood to develop and implement Tier 1 recommendations.
- Step 6 - Over the next 6 to 8 months, follow-up data is collected and the TSCC reviews the effectiveness of the Tier 1 recommendations.
- Step 7 - If the Tier 1 measures are unsuccessful, the TSCC can initiate the Tier 2 process in which physical devices are considered.

Tier 2 Process (Implementing Physical Devices)

- Step 1 - DPW meets with neighborhood residents (via a neighborhood association if active).
- Step 2 - Residents are asked if they would be interested in serving on a Traffic Committee to develop a Traffic Calming Plan.
- Step 3 - The recommended plan is approved by the TSCC and presented to the neighborhood.
- Step 4 - DPW surveys the neighborhood to determine the level of support for the recommended traffic calming plan. If 2/3 of the households surveyed support the proposed plan, then the request is recommended for approval by the Board of Selectmen.
- Step 5 - Once approved by the Board of Selectmen a final design is developed by DPW.
- Step 6 – Approved projects are prioritized for inclusion in the Capital Improvement Program according to the priority scoring criteria developed under Tier 1 and available funding.
- Step 7 - The Department of Public Works constructs the Traffic Calming Device.
- Step 8 - Traffic Engineering evaluates the plan's effectiveness 6 months later and makes modifications, if necessary.



7.2 Tier 1

Project Initiation

The process for developing and implementing traffic calming measures in a neighborhood involves the participation of the community and governmental entities including Public Works, Board of Selectmen, and the Police and Fire Departments. Residents are encouraged to work through existing neighborhood associations. This allows for better communication and exchange of information.

The traffic calming process begins once the Commissioner of Public Works receives a request from a neighborhood group to initiate a study. Neighborhoods must complete and submit a Neighborhood Request Form. The form must include a description of the existing problem and the names and signatures representing at least 50% of households on the street requesting traffic calming, who are in support of installing traffic calming measures. Persons or groups interested in traffic calming along pedestrian or other routes that may extend beyond their street of residence, should contact DPW for a determination of the required petition area.

A blank Neighborhood Request Form is provided in the appendix. Forms can also be obtained from the Office of the Commissioner of Public Works or on the Town's website, at the Department of Public Works page.

Threshold Criteria for Traffic Calming Devices

All applications will be reviewed by the Traffic Safety Coordinating Committee (TSCC). To be eligible for the development of a physical Traffic Calming Plan, the road or street segment must meet the following threshold criteria:

- Street must be accessible to the public, maintained and classified as a Local Road by the Town of Greenwich. State or privately owned roadways are not eligible. A limited number of devices are eligible for use on roads classified by the Town as collectors or arterials. Speed humps or other devices designed to cause an abrupt change in direction will not be allowed on collector or arterial roadways.
- Streets must not have more than two travel lanes and a posted speed limit of 35 mph or less.
- Streets must be primarily residential and not serve as the primary access to commercial or industrial areas.
- Speed humps or raised crosswalks will not be installed on primary emergency response routes as determined by the Greenwich Police Department, the Greenwich Fire Department, and Greenwich Emergency Medical Services as depicted on the NTCP Resource Map.
- Traffic volumes must exceed 1000 vehicles per day or 100 vehicles during the peak hour.



Town of Greenwich Neighborhood Traffic Calming Program

- A Traffic Speed Study must show that speeding is a problem based on the standard of an 85th percentile speed of at least 6 mph over the posted speed limit.

Roads or Street segments that do not meet these qualifications can not be considered for the development of a physical Traffic Calming Plan. The DPW and the Police Department will assist with educational and enforcement methods of reducing speed to the best of their ability.

Data Collection

Once DPW staff understands the scope of the problem in terms of geography and road use, the next step is to determine the boundaries of the study area and collect data which will be compared to the thresholds set by the NTCP. Depending on the areas of concern to be analyzed, some or all of the following data will be collected:

- § Traffic Volume Counts (Peak and 24-hour)
- § ATR Speed Studies (85th percentile)
- § Origin/Destination Studies
- § Resident Opinion Surveys
- § Field observations
- § Reported accidents within the last 3 years
- § Other, to be identified as needed

DPW Staff will review the results of the data collected and compare with the established criteria for identifying traffic problems. They will also add the location to the NTCP records for reference and program review.

Prioritization/Resource Allocation

So that the limited funding available for traffic calming is allocated to those areas with the greatest need and where the use of traffic calming can have the greatest effect, applications will be prioritized based on a series of criteria including speed, volume, accident history, proximity of schools, etc. as described in the Table 1. Streets not selected for implementation for the upcoming fiscal year remain eligible for funding in future years



Town of Greenwich Neighborhood Traffic Calming Program

Table 1 – NTCP PRIORITY SCORING GUIDELINES

Criteria	Definition	Value	Points
Average Daily Traffic Volume (ADT)	Traffic volumes are measured for an average 24 hour period on a single street in the traffic calming area.	<1000	0
		1000-1500	1
		1500-2000	2
		2000-3000	3
		3000-4000	4
		>4000	5
Peak Hour Traffic Volumes	Traffic volumes are measured during the peak hour for both directions on a single street in the traffic calming area.	<200	1
		200-250	2
		250-300	3
		300-400	4
		>400	5
Percentage of Cut-Through Traffic	Percentage of traffic without an origin or destination within the study area versus the total peak hour traffic entering/exiting the area.	<20%	1
		20%-40%	2
		40%-60%	3
		60%-80%	4
		>80%	5
85 th Percentile Speed	Measured speed at which 15% of vehicles exceed. Scoring based on mph over the posted speed limit.	6-7	1
		8-9	2
		10-12	3
		13-15	4
		>15	5
Accidents	Number of reported accidents, correctable by traffic calming on the project street in the last three years.	<5	1
		6-9	2
		10-12	3
		13-15	4
		>15	5
Pedestrian Generators	Public and private facilities on or near the project street, such as schools, parks, community houses, senior housing, etc., which generate a substantial amount of pedestrian traffic.	>1 mile	1
		3/4 - 1 mile	2
		1/2 - 3/4 mile	3
		1/4 - 1/2 mile	4
		< 1/4 mile	5
Public Support	For DPW neighborhood surveys one additional point is given for every 5% of households supporting the proposed plan over 70%	75%-79%	1
		80%-84%	2
		85%-89%	3
		90%-95%	4
		>95%	5



Public Involvement

Being a neighborhood based program, any proposed calming measure within an affected area requires a significant level of community input and support. Residents may have strong opinions and emotions about any actions that affect the appearance and condition of streets in their neighborhood.

Once an application is accepted and the data collection is complete, the DPW staff will present its findings and solicit input on Tier 1 calming measures. For complex projects, a neighborhood advisory committee will be formed to work with DPW on the development the traffic calming plan.

7.3 Tier 2

Development and Public Approval of Tier 2 Physical Devices

Before an application for a Tier 2 traffic calming device can be submitted to the Board of Selectmen for approval, the DPW will conduct a survey to gauge public support for the proposed action. Surveys will be mailed to every household within the designated study area. If at least 2/3 of all households within the designated area complete and return the original survey form indicating support of the proposed plan, then the plan will be presented to the Board of Selectmen for approval.

If at least 2/3 of the households do not return affirmative surveys, the request may not proceed. For the purposes of this program, a household is defined as any owned or rented living unit with its own street address, regardless of how many people live in each unit. Each survey will represent one household.

The designated area will be determined by the Commissioner of Public Works or designee to include residences on the proposed street, as well as residences on all streets that have major access to the street where the traffic calming device is installed. The Department of Public Works will work with the neighborhood, as well as police, fire and rescue services to determine what device is appropriate for each location, and implementation will be based on priority ranking and available funding.



8.0 TRAFFIC CALMING TOOLBOX

This toolbox was developed to provide guidance on the use of various traffic calming devices for use in the Town of Greenwich. It is intended to be used in conjunction with the overall Neighborhood Traffic Calming Program that outlines the goals, objectives, policies and procedures for addressing neighborhood traffic concerns. The following sections provide information for different traffic calming devices:

Tier 1 Calming Measures

The following Tier 1 implementation measures are low cost tools, intended to respond quickly to neighborhood traffic concerns. They consist of primarily education, enforcement and some engineering.

If Tier 1 measures do not have a positive affect on traffic and the threshold criteria are met, then the area may be considered for Tier 2 measures. If staff does not recommend the use of Tier 1 measures or the Tier 1 measures have already been implemented without the desired effect, the request may move directly to Tier 2.

EDUCATION

The primary purpose of education initiatives is to provide information that makes drivers aware and motivates people to alter their behavior and reduce reckless actions.

Neighborhood Traffic Safety Newsletters

This mailer contains information about the neighborhood's safety concerns, explains the results of the Traffic Engineering Department's speed and volume studies and recommends ways to slow traffic in the neighborhood. In addition, traffic and pedestrian safety basics are covered.

Portable radar units

These portable signs use radar to provide motorists with an instant message, displayed on a reader board, telling them how fast they are driving.

Signing

The Town does not install Stop Signs or "Children at Play" signs for speed control. The Manual of Uniform Traffic Control Devices (MUTCD) has established specific warrants for installation of Stop Signs, and including multi-way Stop Signs. Speed limit signs are installed for school zones (20 miles per hour) and at points where drivers tend to enter neighborhoods. The speed limit on residential streets is 25 miles per hour.

Pavement markings

Some streets may qualify for pavement markings.



ENFORCEMENT

When appropriate, the DPW will work with the Greenwich Police Department's Selective Traffic Enforcement Program (STEP), targeting specific areas identified during the data collection process to enforce speed limits and other traffic laws in neighborhoods. By sharing key traffic data, officers can focus their patrols on the times and places where speeding most often occurs.

Tier 2 Calming Measures

There are a few basic types of traffic calming devices that have different effects on the motoring public. It is important to understand how each type of device works and its impacts on motorists and emergency vehicles. The following discussion is divided to explain each type of device and the associated policies.

Median Islands

Raised islands placed in the center of a roadway to separate opposing traffic. They can be placed mid-block or at entrances into neighborhoods. Medians narrow the roadway, displacing a vehicle to the right which tends to slow traffic. These can be oval or elliptical shaped. Those islands used at a crosswalk to provide a pedestrian refuge increase pedestrian safety by allowing pedestrians to cross one direction of traffic flow at a time. Typically, medians are landscaped to provide visual enhancement.

Gateway Treatments

A gateway is a physical or geometric landmark that indicates a change in environment from a higher speed arterial or collector road to a lower speed residential or commercial district. They often place a higher emphasis on aesthetics and are frequently used to identify neighborhood and commercial areas within a larger urban setting. Gateways may be a combination of street narrowing, medians, signing, archways, roundabouts, or other identifiable features. Gateways should send a clear message to motorists that they have reached a specific place and must reduce speeds.

Traffic Circles

Raised circular islands constructed in the center of intersections. This design requires vehicles to keep right and travel through the intersection in a counter-clockwise direction around the island. Traffic circles can be placed at both four-way and three-way intersections.

Curb extensions

Also known as bulb-outs extend the sidewalk or curb line out into the parking lane, which reduces the effective street width. Curb extensions improve pedestrian crossings by reducing the pedestrian crossing distance, visually and physically narrowing the roadway, improving the ability of pedestrians and motorists to see each other, and reducing the time that pedestrians are in the street.



Town of Greenwich Neighborhood Traffic Calming Program

Chicanes

Chicanes consist of a series of curb extensions that narrow the street at selected points and force motorists to slow down to maneuver between them. They alternate from one side of the street to the other to form S-shaped curves. Chicanes create a park-like environment and encourage additional greenery and plantings, but must be designed carefully to avoid drivers from deviating out of the appropriate lane.

Chokers or Neckdowns

Chokers are similar to curb extensions that narrow a street by creating a mid-block pinch point along the street. Chokers can be created by bringing both curbs in, or by installing planting strips. They can be done more dramatically by widening one side at a mid-block location. They can also be used at intersections, creating a gateway effect when entering a street.

Diverters or Partial Closures

A diverter is an island built at a residential street intersection that prevents certain through and/or turning movements. Partially or fully closing access to a neighborhood street will certainly increase traffic on surrounding streets. These should be used as measures of last resort and only considered if other less restrictive physical measures have failed.

Speed Humps

Because of public familiarity with speed humps and the differing views on their use, it is appropriate to devote special attention to their capabilities and limitations. A review of common practices show that spacing of speed humps varies by community between 150 and 800 feet, with most applications using spacing between 200 and 600 feet.

- **What are speed humps?**

Speed humps are paved (usually asphalt) and approximately 3 inches high at their center, and extend the full width of the street with height tapering near the drain gutter to allow unimpeded bicycle travel. There are several designs for speed humps. The traditional hump ranges from 14 ft -22-ft in length. The longer humps (also known as speed tables) are much gentler for larger vehicles.

Speed humps are different than speed bumps, which are commonly seen in parking lots or on private streets. The Town of Greenwich does not allow speed bumps on public streets.

- **Why are speed humps desirable?**

Speed humps can help control speeding on local neighborhood streets. Unlike traditional police enforcement, speed humps provide continuous service. They may also help discourage cut-through traffic by diverting it elsewhere.

- **Are there any drawbacks to speed humps?**

Yes. Some of the disadvantages include:

- Effectiveness is greatest on speeds in excess of 35 mph in the immediate vicinity of the speed hump, and less effective in between installations.



Town of Greenwich Neighborhood Traffic Calming Program

- Residents living near speed humps must tolerate increased noise levels as vehicles traverse speed humps day and night.
- Vehicles may drive on sidewalks or through front yards to avoid speed humps.
- Traffic may be diverted to previously quiet parallel streets in the neighborhood.
- Emergency service response time suffers.
- Motorized street sweeping equipment cannot be used at speed hump locations.
- Speed humps interfere with street repaving, decreasing the effectiveness of both the speed hump and the new pavement surface.
- Speed humps block the flow of drainage water on some streets and can cause flooding problems.
- Speed humps require signing and striping, which some residents consider unattractive.

Raised Intersections

A raised intersection is essentially a speed table for the entire intersection. Construction involves providing ramps on each vehicle approach, which elevates the entire intersection to the level of the sidewalk. They can be built with a variety of materials, including asphalt, concrete, stamped concrete, or pavers. The crosswalks on each approach are also elevated as part of the treatment to enable pedestrians to cross the road at the same level as the sidewalk, eliminating the need for curb ramps

Raised Crosswalks

A raised pedestrian crossing is also essentially a speed table, with a flat portion the width of a crosswalk, usually 10 to 15 ft. Raised intersections and crosswalks encourage motorists to yield.

9.0 TEMPORARY INSTALLATIONS

When appropriate the Town of Greenwich may install temporary installations of Tier 2 traffic calming devices, subject to an assessment of impacts and support of the residents, for a period of up to 6 months before approving a permanent installation. These installations may be used to evaluate the effectiveness of a proposed physical alteration to the roadway or to ensure the ability of Fire Department equipment or other vehicles to safely negotiate the altered roadway.

It should be noted that while the use of temporary devices help determine the resulting travel speed and traffic volume changes, they are not usually aesthetically pleasing.



10.0 EFFECTIVENESS REVIEW / FOLLOW UP

Six months after construction is complete (depending on weather conditions), the Engineering Division will evaluate the effects of the project with a follow-up Traffic Study and an evaluation of any complaints, or compliments received. If any unacceptable or non-mitigatable impacts are identified, corrective measures will be reviewed by the Traffic Safety Coordinating Committee (TSCC) and recommended to the Board of Selectmen.

11.0 REMOVAL OF TRAFFIC CALMING DEVICES

The Traffic Calming Devices can be recommended for removal if 1) the Commissioner of Public Works determines that they are ineffective or unsafe, or if they have created a negative impact that cannot be corrected; 2) the "affected neighborhood" presents a petition to the Commissioner of Public Works with 67% of the property owners requesting the device removal. The final decision to remove the Traffic Calming Devices will be by the Board of Selectmen. Streets from which devices are removed shall not be considered for further calming measures for a period of five years after the device is removed.

12.0 FUTURE UPDATES

Greenwich's Traffic Calming Program should be considered a "living document," meaning it will be updated from time to time as new techniques in traffic calming are developed, tested and accepted for use within the State of Connecticut. Procedures may be revised as the Town gains more exposure and "hands-on" experience with traffic calming in our community. Additionally, installation and maintenance guidelines may be added and/or modified as they are developed and/or tested.

13.0 APPENDICES

Request Form – See Attached



Town of Greenwich Neighborhood Traffic Calming Program

Today's Date: _____

NEIGHBORHOOD REQUEST FORM

The purpose of this form is to enable a neighborhood to request a traffic study in accordance with the Town of Greenwich's Neighborhood Traffic Calming Program (NTCP). The NTCP addresses traffic safety concerns, such as excessive vehicle speeds, non-local traffic and accidents. If you have such a concern, please fill out and submit this form including as much detail as possible and attach the names, addresses and signatures representing 50% of the households for the street(s) requesting action. For larger areas, contact the Traffic Division for a determination of the petition area.

After completing this form, please submit to:

Town of Greenwich
ATTN: Commissioner of Public Works
101 Field Point Road
Greenwich, CT 06830
Phone: (203) 622-7740, Fax: (203) 622-3716

1. Name of Neighborhood or organized group name: _____

Contact Name: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Day Phone: _____

E-mail Address: _____

2. Please describe the concerns of the neighborhood, i.e. any traffic or safety issues. Use additional sheets as necessary.

3. Please describe the specific location of concern, as well as the limits of your neighborhood and/or of area of concern. A sketch may be included and attached to this sheet, as well as any particular traffic calming requests the neighborhood may have.

Tier 1 measures must be considered before installing Tier 2 devices like traffic circles and speed humps.



Town of Greenwich Neighborhood Traffic Calming Program

4. Please provide the names and signatures of at least half of the households in the affected area who are requesting that a review of this neighborhood and location be performed for the Neighborhood Traffic Calming Program. Additional names are welcome and should be attached on an additional sheet. Please note the main contact person. Use additional sheets as necessary.

	<u>Signature</u>	<u>Printed Name</u>	<u>Address</u>	<u>Phone No. (Optional)</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
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24.	_____	_____	_____	_____
25.	_____	_____	_____	_____

For Town use only
Date Received: _____