

City of East Point Neighborhood Participation Traffic Calming/Control Policy

The City of East Point recognizes the value of public participation when responding to quality of life issues surrounding neighborhood traffic.

In order to enhance the quality of neighborhood life and the safety of the city's residents, the Public Works Department established a traffic calming program. The program is committed to balancing the needs of our residential neighborhoods with the operational mobility needs of the city road system. The goals of this program are:

- Reduce traffic speed to a safe and appropriate limit
- Encourage community participation
- Encourage and enhance pedestrian, bicycle and transit systems
- Limit traffic calming to local residential streets
- Ensure emergency vehicle access
- Use effective, efficient, economical, and environmentally sound traffic calming solutions
- Seek multi-discipline input from engineers, planners, police and fire
- Continue monitoring speeds, traffic volumes and accidents.

It is extremely important that the approach taken by the traffic calming program is a systematic one. While each situation may be somewhat unique, the same definitions and criteria, as outlined in this policy, are applied. Also, the transportation system of the city should be considered as a whole. Solving one local problem should not cause another problem to appear somewhere else.

Keeping with the general guidelines and recommendations as set forth in the Manual on Uniform Traffic Control Devices and Institute of Transportation Engineers aids in the recognition and understanding of traffic control devices. Standardization of these devices will help ensure that any given traffic calming measures will be equally recognizable and require the same action on the part of the motorist regardless of where they are encountered.

I. Petition

The petition form is required to be submitted to the Department of Public Works to begin the Traffic Calming process. Petitions should provide detailed information on the description of traffic concerns and any additional pictures or sketches to identify problem areas. The completed petition must be returned to the Department of Public Works via email or mailed in where it will be processed.

Email: publicworks@eastpointcity.org
Mail: City of East Point Department of Public Works
2757 East Point St, 1st Floor
East Point, GA 30344

II. Process to Submit A Request to The Traffic Review Panel

1. Petitions will generally be processed on a first come -first serves basis based on the time at which the completed application petition is received. The Public Works Department reserves the right to adjust project priorities based on available funding.
2. A Homeowners Association (HOA), or if no HOA exists, a neighborhood group, or individual will submit a petition form to the Department of Public Works to determine if traffic calming measures along a stretch of roadway may be warranted.
3. Public Works will make a field review of the area to determine what studies should be conducted to determine if the roadway is eligible for traffic calming measures (MUTCD standards, roadway classification, etc..)
4. Once the project is reviewed to determine if it warrants further review, the applicant will be informed in writing of the results of the study.
 - a. The findings from the initial will be provided to the East Point City Manager for review.
 - b. If the results of the study indicate traffic calming measures are not warranted, the applicant will be notified why it is not eligible and the process ends.
 - c. If the results of the study indicate that traffic calming measures are warranted, the Public Works Department will meet with the applicants to discuss the findings, suggested initial concept solutions, and the overall traffic calming process.
 - d. If the initial review is denied, the community group may appeal the decision with the East Point City Manager within 30 days of being notified of the denial.
 - e. The City Managers appeal decision will be final. The applicant must wait a minimum of six months to submit another petition for traffic calming.
5. The City requires that there be wide support from the community for implementing traffic calming measures. Prior to the development of a final plan, at least **65% (2/3 majority)** of the homeowners in the study area must sign a Neighborhood Petition in favor of the installation of traffic calming measures.
 - a. Prior to the submission of the Neighborhood Petition the applicant should confirm the extents of the designated study area with the Public Works Department.

- b. The completed Neighborhood Petition or letter must be returned to the Public Works Department where it will be verified.
6. Public Works will conduct the appropriate studies such as speed data collection, sight distance review, review of signing and striping and develop a design and construction cost estimate.

City of East Point Traffic Calming Petition Form

Name (HOA): _____

Phone: _____

Email: _____

Address: _____

Description of Traffic Concerns and Request:

Name (print) _____

Signature _____

Date _____

Office Use Only:	
Request Number:	
Date Petitions Received:	
Traffic Calming Warranted (Y/N):	
Date Neighborhood Petition Received:	