

City of Albany  
TRAFFIC CALMING PROGRAM



ENGINEERING DEPARTMENT

Engineering Department  
Traffic Division

(229) 883-6955

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## 1. Introduction and General Standards

Residents are often concerned about excessive traffic volumes and speed through their neighborhoods. The primary function of local streets in residential neighborhoods is to allow for the safe ingress and egress of the local residents to the City's roadway network. When neighborhood streets are being used by "cut-through" traffic and are being used with excessive speed, the quality of life and the safety of residents is diminished.

Residents often request the installation of multi-way stops as a solution to neighborhood speeding issues. However, the Manual on Uniform Traffic Control Devices (MUTCD), adopted by the Federal Highway Administration and the Georgia Department of Transportation (GDOT), states, "STOP signs should not be used for speed control."

In order to enhance the quality of neighborhood life and the safety of the residents of Albany, the Board of City Commissioners and the Engineering Department is establishing this Traffic Calming Program.

The goals and objectives of this program are:

- Reducing collision frequency and severity
- Achieving slow speeds for motor vehicles
- Reducing the need for police enforcement
- Reducing cut-through traffic
- Increasing the quality of life
- Preserving emergency vehicle access

It is extremely important to realize 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 guide, are applied. Also, the transportation system of the City must be considered as a whole. Solving one local problem should not cause another problem to appear somewhere else.

In addition, if an engineering study determines that the installation of traffic calming measures on a particular roadway will hinder drainage, the measures will not be installed.

## 1.1 The function of the City of Albany Traffic Calming Program

The main function of the traffic calming program is to aid citizens on determining if their street has a speeding problem and educating them on traffic calming options. Speed tables are typically installed on residential streets to serve as traffic calming measures. Properly installed, they should foster a constant speed ranging between 28 and 30 MPH. They should not be misconstrued as enforcement mechanisms. The Institute of Transportation Engineers developed, by the special committee, a policy on the use of speed humps/speed tables within the United States.

\*NOTE: While this document primarily addresses the installation of speed tables as a traffic calming measure, the Engineering Department reserves the right to utilize other traffic calming measures, i.e., chicanes, bump outs, semi-diverters, etc., in lieu of speed tables. The selection of the traffic calming measure to be installed will be based on best engineering principles and guidelines as set forth by the Institute of Transportation Engineers.

## 1.2 Street Classification

Speed tables will only be considered on streets classified as local, residential streets with a posted speed limit of 30 MPH. A physical inspection of the street along with traffic data will be used to determine the effectiveness speed tables will have.

The City Commission may approve a Collector street for installation of traffic calming measures.<sup>3</sup>

## 1.3 Legal Authority

Speed tables shall be placed only by the authority of the Board of Commissioners of the City of Albany.

The City Commission may override and require traffic calming measures at locations deemed necessary due to public safety concerns.<sup>3</sup>

## 1.4 Standardization of Application

In keeping with the general guidelines and recommendations as set forth in the Manual on Uniform Traffic Control Devices and Institute of Transportation Engineers, uniformity aids in the recognition and understanding of traffic control devices. Strict adherence to the standards and guidelines outlined in this manual will help ensure that any given traffic calming measures including, but not limited to, the use of speed tables will be equally recognizable and require the same action on the part of the motorist regardless of where they are encountered.

## 2. Program Elements

### 2.1 Speed Criteria

The 85<sup>th</sup> percentile is the indicator used to determine the maximum reasonable speed by performing a traffic study. The 85<sup>th</sup> percentile speed is a speed at or below which 85 percent of people drive at a given location under good weather and visibility conditions.

- If the study indicates that the 85<sup>th</sup> percentile is at least 11 MPH over the posted 30 MPH speed limit, the petition process will proceed if 60% of the petition area's residents sign in favor of the speed tables.
- If the 85<sup>th</sup> percentile speed is from 35 to 40 MPH, will require 80% of the petition area to sign in favor of the speed tables.
- If the 85<sup>th</sup> percentile speed is less than 35 MPH, speed tables are not advised. The tables are designed to slow traffic to 28 to 30 MPH, therefore their installation would serve minimal benefit.

### 2.2 Establishment of a Defined Service Area

If a street or street section meets the minimum speed classification criteria, the Department will create a defined service area. The defined service area will consist of properties with direct frontage on the street, including cul-de-sacs, and will include all residences 500 feet to either side of the outermost proposed speed tables or to the nearest intersecting street, whichever is deemed most appropriate by Department staff. Properties will not be added or deleted from the defined service areas in an attempt to alter voting ratios.

### 2.3 Speed Table Proposal

Department personnel will plan the placement of speed tables on streets meeting program criteria using the following guidelines<sup>1</sup>:

- A. Grade – Speed tables will not be installed on street sections with grades greater than 8%.
- B. Sight Distance – Speed tables will not be placed in locations where sight distance is an issue. Curves are to be avoided. The tables should be visible from a distance of at least 250 feet using the standard AASHTO measurement procedures.
- C. Numbers of Tables in a Series – Speed tables are not to be used to slow traffic at a given "point," but rather to reinforce a safe, consistent speed. For this reason, a single table is not recommended. Usually, a series of tables should not exceed three-quarters of a mile. If the street or street section to be considered exceeds a mile, speed tables may be used in conjunction with other traffic calming measures, such as traffic circles, thus reducing the number of speed tables necessary to achieve targeted speed reduction.
- D. Spacing – Research indicates that spacing tables between 300 and 500 feet apart is most effective at lowering the 85<sup>th</sup> percentile speed to the targeted range.

- E. Location – The first table in a series must be located in a position where it cannot be approached at a high speed from either direction. To achieve this objective, the first table in a series is typically installed within 100 and 200 feet of a small-radius curve or stop sign. Care should be taken so that tables are not in proposed areas which would conflict with existing infrastructure.

#### 2.4 Petition for Speed Tables

To initiate the traffic calming process, a letter detailing the specific concern(s) on the street or street segment must be submitted to the Engineering Department. Upon receipt, the Engineering Department will conduct a traffic study of the area to determine the severity of the issue(s). Upon completion of the study analysis, the study results will be remitted to the neighborhood's point of contact.

The signature of the senior executive of Government-owned properties will be accepted.<sup>3</sup>

If a speeding problem is identified, a speed table proposal will be drafted and forwarded along with petition forms, and a preliminary traffic calming measure design<sup>3</sup> to the neighborhood's representative. A properly executed petition is a generally accepted method to effect a public action. The following rules and requirements, which will be included with the petition forms, help ensure the fairness and integrity of the petition process.

The objective of the City of Albany Traffic Calming Program is to provide property owners a process to install speed tables on City maintained neighborhood roads, where engineering studies indicate that their use would meet the desired results of reducing neighborhood speeds, and their installation is favored by a majority of the property owners in the area.

The neighborhood's representative shall collect petition signatures from all property owners in the Defined Service Area. When the property owners fail to reply to a petition within 30-days, **legal residents** may sign the petitions. A legal resident will be verified through the utility billing system. The homeowners' representative is responsible for keeping records of attempted contacts with the property owners and will submit the contact records with the petitions to the Engineering Department for verification.<sup>3</sup>

To have speed tables installed in the City of Albany, a petition must be submitted to this office. All of the legal residents in the subdivision or defined service area should be contacted and given an opportunity to sign this petition, indicating "yes" or "no" concerning the installation of speed tables. Unless property is undergoing change of ownership, a spouse's signature will not be acceptable if she or he is not the legal resident. If both husband and wife are joint legal residents, both signatures are required. A "Mr. and Mrs." signature is not acceptable. All legal residents must sign individually. This includes a legal resident of undeveloped lots. No signature will be withdrawn from

<sup>3</sup>Based on the Institute of Transportation Engineers *Guidelines for the Design and Application of Speed*  
: *Humps*, May 1993.

the petition after it is filed with the Engineering Department. The purpose of the witness' percentages will be calculated, based on individual lots where legal resident sign affirmatively, divided by the total number of lots in the platted subdivision, units, or "defined service area." Large lots, such as schools, shall be pro-rated to match the corresponding number of lots in the defined service area.<sup>3</sup> At least 60% of the legal resident must vote in favor of the speed tables, before petitions will be presented to the City Commission, unless 80% is required per subsection 2.1.

The completed petition must be signed, notarized, and then returned to this office, where it will be checked against tax records and land lot maps to insure that it meets all requirements. Petitions that do meet the requirements will be presented to the Commissioners at their regular Tuesday meeting. A public hearing will be announced at that time for each petition. At the public hearing, the petition will be approved or disapproved by the City Commission.

The installation of the speed tables by the contractor will not be considered final until the personnel of this office inspects the tables for compliance with design specifications.

The time-span from receiving the petition to installation will be approximately four to six months.

As soon as practicable after a determination has been made that traffic calming measures will benefit the defined service area, the City Commission will hear from Engineering to arrive at a plan for funding of the recommended traffic calming measures. The City Commission will determine whether the City will pay the entire cost or the extent to which the legal resident must share in the cost.<sup>2</sup>

Removal of speed tables can proceed if the City is presented a petition requesting that speed tables be removed. At least 80% of the legal residents must vote in favor of removing the speed tables. The petition must be signed by legal residents only. In case of multiple legal residents, each legal resident must sign. The percentages will be calculated based on individual lots where owners sign in favor of removal of the speed tables, divided by the total number of lots in the platted subdivision, units, or defined service area. Each lot counts as only one vote, regardless of the number of owners signing. Such a petition for removal will only be considered after speed tables have been in place for a period of at least one year after installation. The cost for removal of speed tables is to be borne 100% by the homeowners in the defined service area and must be paid in full before removal will take place.

For subdivisions not completely built out, a minimum of 30% of the total units must be occupied before a petition for the installation of speed tables will be considered, and a minimum of 60% of total units must be occupied before a petition for the removal of speed tables will be considered.

<sup>2</sup>Modification made by 15-R105 passed on January 27, 2015.

<sup>3</sup>Modification made by 20-R187 passed on November 24, 2020.

# Appendix A - Flowchart of Program Elements





**Appendix B – Petition Cover Letter**

Date: \_\_\_\_\_

City of Albany Engineering Department  
Traffic Division  
PO Box 447  
Albany, GA 31702-0447  
(229) 883-6955

Attn: Traffic Engineering Manager

Petition for \_\_\_\_\_

Location: \_\_\_\_\_

WE THE UNDERSIGNED, ALL BEING PROPERTY OWNERS IN \_\_\_\_\_ NEIGHBORHOOD, ON \_\_\_\_\_, DO HEREBY PETITION THROUGH OUR COMMUNITY FOR THE INSTALLATION OF SPEED TABLES.

THERE ARE \_\_\_\_\_ NUMBER OF LOTS CURRENTLY EXISTING IN " \_\_\_\_\_ " AND EACH PROPERTY OWNER AS SHOWN ON THE TAX RECORDS OR EACH LEGAL RESIDENT AS SHOWN ON THE UTILITY BILL HAS AFFIRMATIVELY SIGNED THIS PETITION OR THEIR INDICATION FOR DISAPPROVAL IS NOTED HEREIN.

THIS PETITION REPRESENTS \_\_\_\_\_% OF THE PROPERTY OWNERS OF THIS SUBDIVISION TO BE IMPACTED JOINING IN THIS REQUEST.

**\*Special Note\***

Your signature on this petition indicates that you have read and fully understand all information concerning the traffic calming program.

Personally appeared before me a Notary Public, the undersigned affiant, who says an oath that \_\_\_\_\_ is one of the subscribing witnesses to the within instrument; that each of said witnesses saw the execution and delivery of the same by each grantor therein for the purpose set forth; and that each of said witnesses signed the same as purported.

Sworn and Subscribed before me.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Homeowners' Assn. or Neighborhood Rep.

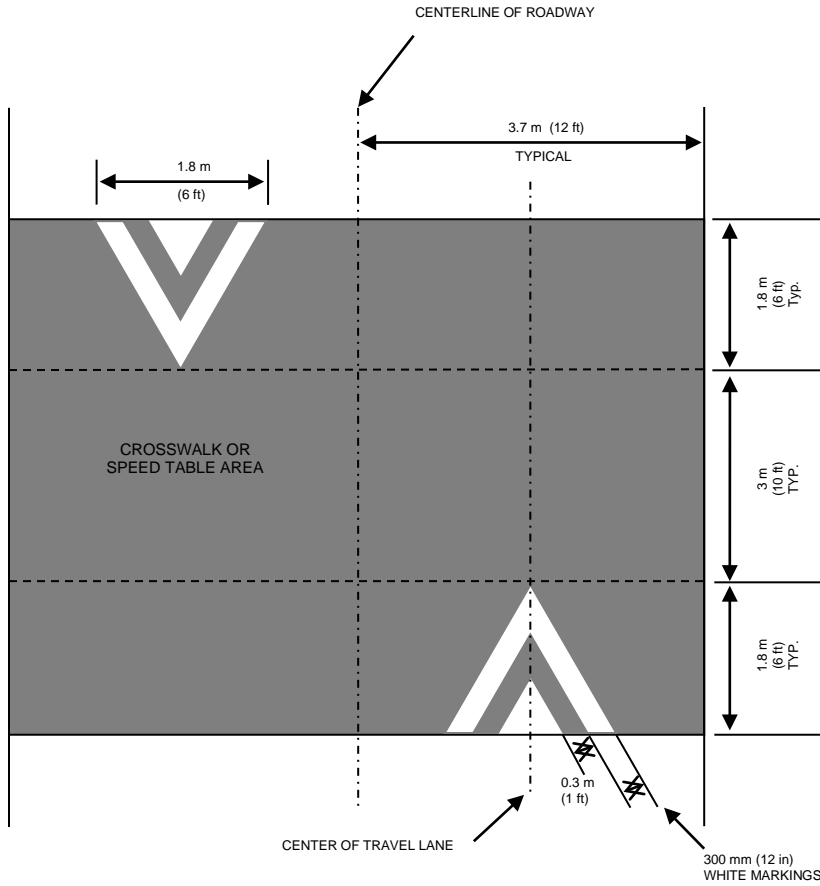
\_\_\_\_\_  
Notary Public  
State of Georgia

\_\_\_\_\_  
Subscribing Witness





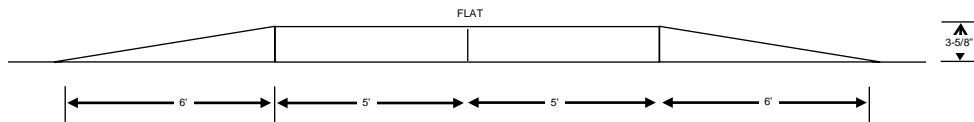
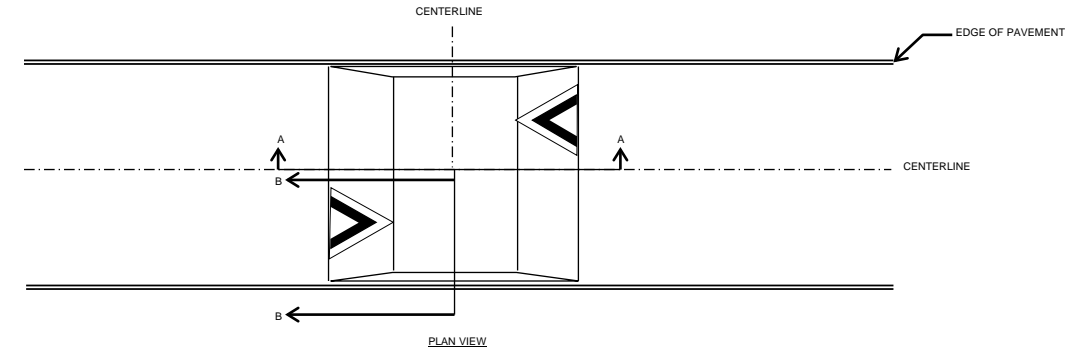
## Appendix C - Pavement Markings for Speed Tables or Elevated Crosswalks



NOT TO SCALE

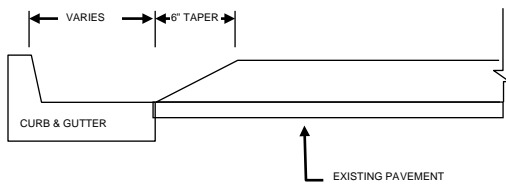
**NOTE:** DRIVEWAYS WILL NOT BE LOCATED WITHIN 20 FEET OF SPEED TABLES.

## Appendix D – Typical Cross Sections for Speed Tables or Elevated Crosswalks

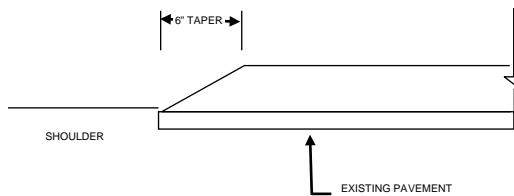


SECTION A-A

NOT TO SCALE



SECTION B-B (WITH CURB)



SECTION B-B (WITHOUT CURB)

NOTE: DRIVEWAYS WILL NOT BE LOCATED WITHIN 20 FEET OF SPEED TABLES.

## Definitions

For the Traffic Calming Program, the following definitions apply:

Average Daily Traffic:	The average amount of traffic, measured in both directions during a 24-hour period. For residential streets, the ADT should be 1000 vehicles or less.
Bike Lane:	A designated part of the roadway or separate paved area delineated exclusively for the operation of bicycles.
Bulb Out:	A bulbous extension of the curb, usually at an intersection, that narrows the vehicular pathway and inhibits fast vehicle turns.
Chicane:	Series of fixed objects, usually extensions of the curb that alter a straight roadway into a zigzag or serpentine path to slow vehicles.
Choker:	A narrowing of the street, often in mid-block, sometimes at an intersection. May be done with curb extensions, landscaping, or islands in the street.
Circle:	A small island in mid-intersection, as small as 16 to 25 feet in diameter that forces traffic to slow and negotiate the curve. Mostly used in residential areas, they can be landscaped or concrete.
Collector Street:	A street that collects and distributes traffic from residential streets to arterial streets and usually has an ADT of 1000 to 5000 vehicles.
Curb Extensions:	Curbs that stick out into the roadway, narrowing the path for vehicles. They reduce pedestrian crossing distances, prevent the passing of turning vehicles, and require no deviation from a straight line.
Diagonal Diverter:	A partition that connects two diagonally opposite curbs, bisecting the intersection, to force motor vehicles to slow down and turn. A traversable barrier allows emergency vehicles, as well as bicycles and pedestrians to cross over.
Diverter:	Road barriers that force traffic to turn. Semi-diverters, one-way chokers, or half-closures are all used to prevent entrance into an otherwise two way street.
Entry Treatments or Gateways:	These are mostly alterations in the pavement surface, such a brick, stamped concrete or different colors, which signal to the driver that he or she is entering a residential neighborhood which has a 30 mph speed limit. Pillars and archways are also used.
Emergency Vehicle:	Any vehicle such as police, fire, or EMS, which if delayed or blocked could result in loss of property or life, or both.
Legal resident	A resident of a property will be verified through utility billing records. If the utility bill is in more than one name, all names listed for the bill must sign the petition and vote. <sup>3</sup>
Major Arterial Street:	A street which connects major activity centers and usually has an ADT of 15,000 to 50,000 vehicles.

Median:	An island in the center of a street or intersection to protect pedestrians and provide landscaping. Medians prevent passing and left turns, separate opposing travel lanes, and provide visual enhancement.
Median Slow Points:	Center-located barriers dividing opposing roadway travel lanes at either intersections or mid-block.
Minor Arterial Street:	A street which collects and distributes businesses and commercial traffic and usually has an ADT of 3,500 to 15,000 vehicles.
Neckdown:	Curb extensions at the corner of intersections to slow motor vehicles and give pedestrians a shorter distance to cross. Also called a "bulb out".
No Right Turn on Red:	Allows unimpeded pedestrian crossing and paces the traffic flow into the cross street.
Pavement Marking:	Markings on the street or roadway that designate travel lanes, no passing areas, pedestrian crossings, and bike paths.
Peak Hour Volume:	The maximum amount of traffic measured in both directions during one hour of the day. For residential the PHV should be 100 vehicles or less.
Property Owner	A resident of a property that can be verified through property tax records. If the tax records list more than one name, all names listed for the tax records must sign the petition and vote. <sup>3</sup>
Raised Crosswalk:	A traditional pedestrian crossing area purposely raised like a long, flat-topped speed hump to give better vision of the crossing area. It interrupts a driver's momentum and signals a yielding to pedestrians.
Rumble strips:	Paving that creates a change of texture in the road surface, alerting the motorist of a roadway condition: stop ahead, sharp curve ahead, etc.
Residential Cut-thru Traffic:	Traffic that uses residential streets to travel through a neighborhood without having an origin or destination within the neighborhood.
Speed Bump, Speed Hump, Speed Table:	Raised pavement designed to slow traffic speeds. The terms are used interchangeably by the public and many municipalities, but most traffic engineers insist that a speed bump is a narrow abrupt strip found mostly in parking lots; speed humps are typically 3 to 4" high and 3' to 10' in the direction of traffic; speed tables have a 6' taper and a 10-foot flat-topped section. A standard speed table is 3 5/8" high.
Traffic Calming:	Methods used to reduce vehicular speed and volume, and increase the sharing of streets by pedestrians and other users. Generally refers to physical measures and roadway design changes, but enforcement and education can be components.
Traffic Calming Measure:	An approved element of the traffic-calming plan which may be selected to solve a residential traffic problem.

Traffic Calming Study:	A study, based upon a traffic study, which determines if a problem exists and what traffic calming measure(s) is appropriate, if any.
Traffic Mitigation:	Used interchangeably with "traffic calming".
Traffic Study:	A study conducted by the Traffic Division that measures vehicle speed, types of vehicles, vehicle volumes, and accidents for a particular street and/or intersection.
Traffic Sign:	A sign placed along the roadway to warn motorists of speed limits, traffic laws, or other information.
Truck:	A vehicle as defined under City Ordinance, which must legally travel on designated routes, generally not residential streets unless making a delivery.