



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

DATE: June 25, 2019

SUBJECT: TRAFFIC CALMING POLICY APPLICABLE FOR MOTIONS ON:
5/28/19 BY COUNCILOR ELLIOTT – STACKPOLE STREET
4/30/19 BY COUNCILOR NUON – SALEM STREET
4/02/19 BY MAYOR SAMARAS – BOWERS/FLETCHER STREETS
3/19/19 BY COUNCILOR NUON – NBD TRAFFIC STUDY
3/05/19 BY COUNCILOR LEAHY – MONADNOCK/RAYNOR STREETS

A number of motions, as listed above, as well as petitions, emails and phone calls from residents that are assigned to the Transportation Engineer involve requests for 4-way stop signs, reduction in cut-through traffic, concerns about speeding and improvements in pedestrian safety. In many cases, the appropriate solution for these issues is the design and installation of traffic calming measures. Therefore, the Engineering Department, the Transportation Engineer and the Department of Planning and Development (DPD) have begun developing a Neighborhood Traffic Calming Policy (NTCP), in order to create a step-by-step process for residents and businesses to follow which will enable the City to assess the issues and implement solutions.

The policy will take into account the type of road (local, collector, arterial), will require the support of a majority of the street's residents and will take a phased approach to improvements. The City will first consider temporary/pop-up measures (paint, pavement striping, flexible posts, planters) prior to installing more permanent measures (curbing, medians, raised crosswalks) in order to determine the optimal measures for that location. The policy will also consider the ability of the City to fund the measures. Initially, the policy will apply to neighborhood streets, since the majority of complaints and concerns arise in those areas and it is not appropriate to add traffic calming measures to all roads in the City.

Refer to the attached flow chart and request form for the draft outline of the policy, which is currently being refined. Once the final policy is fully developed, it will be presented to the City Council for approval. At that time, both documents will be available on the City website for download or to submit electronically. This issue should be referred to the Transportation Subcommittee for further analysis and recommendation.

NV/ns
Attachment
cc: Natasha Vance, Transportation Engineer

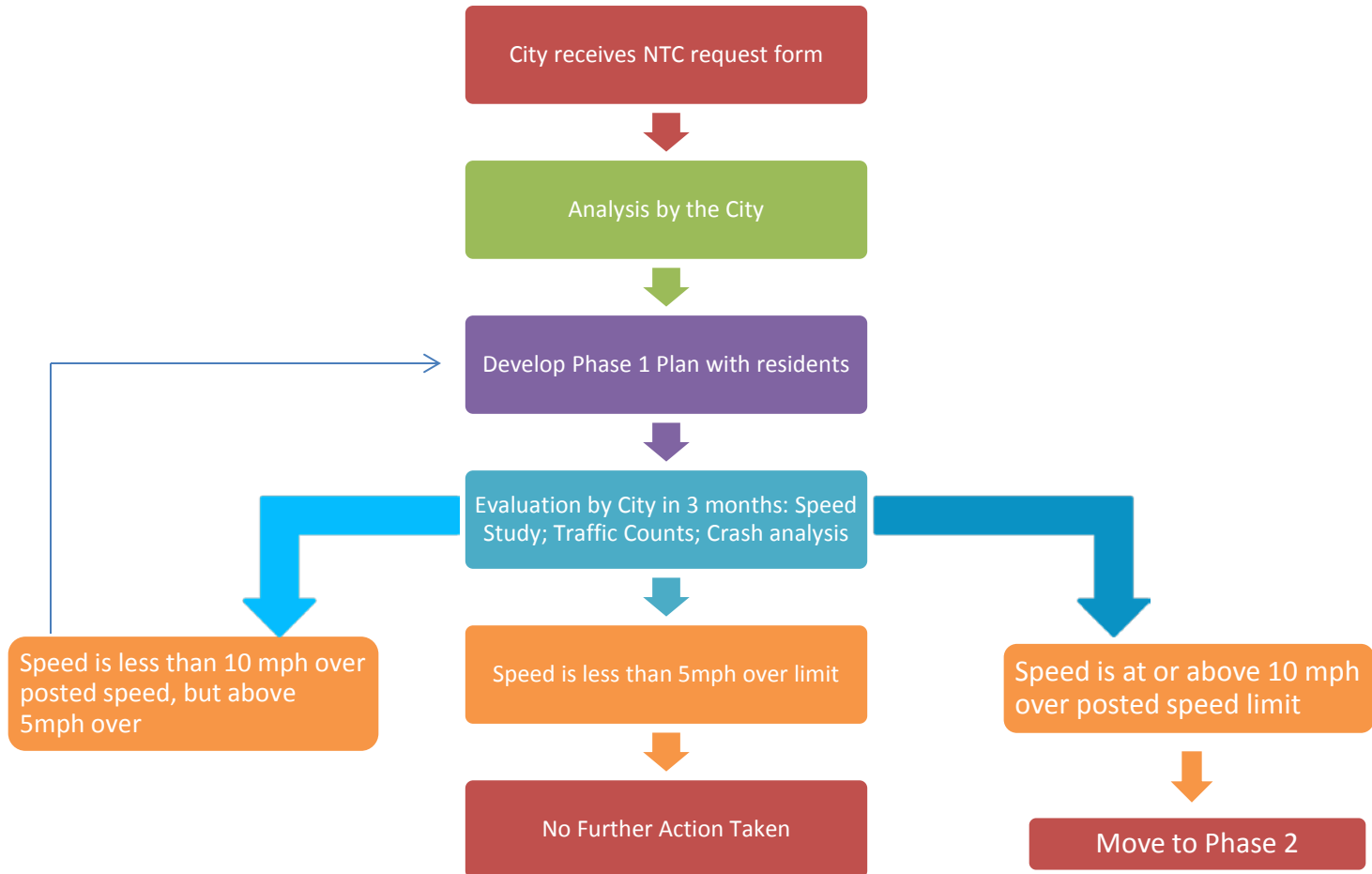
DRAFT

Neighborhood Traffic Calming Policy Flowchart

How to request a traffic calming
study and the process that it will
follow

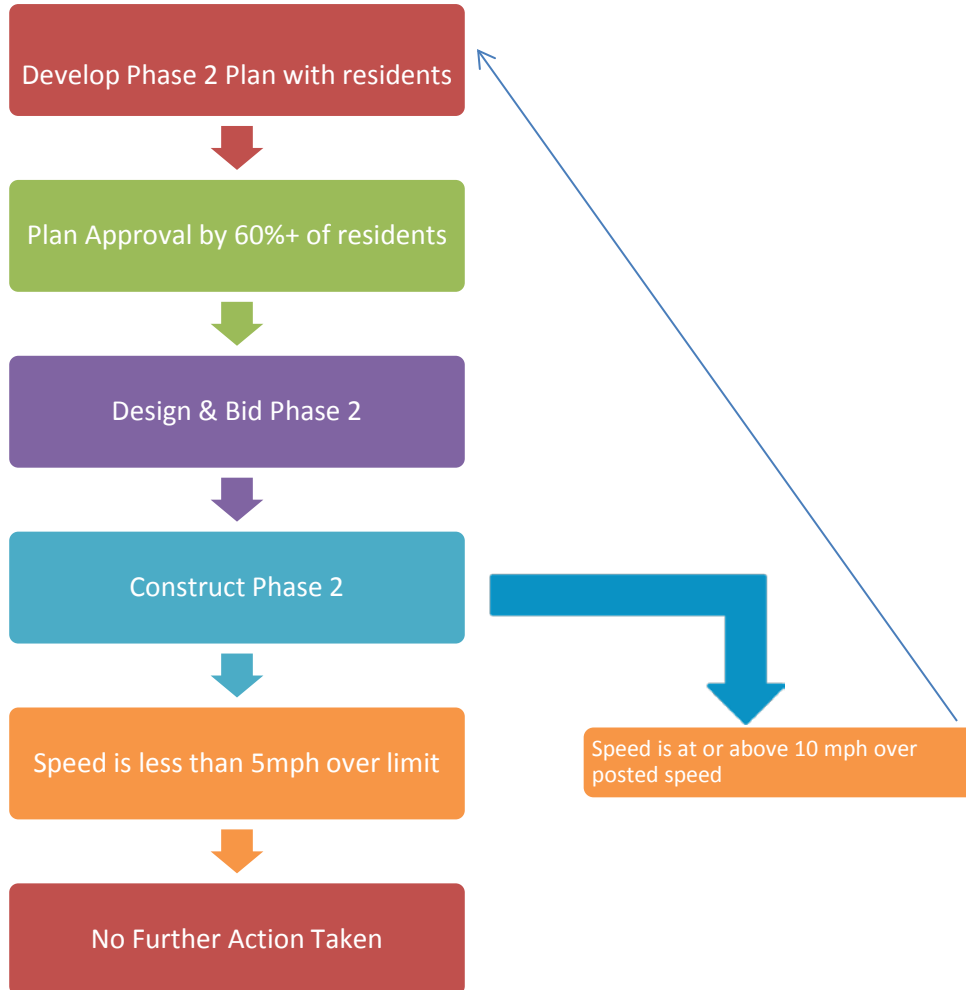
NTC Phase 1 flow chart

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NTC Phase 2 flow chart

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CITY OF LOWELL

NEIGHBORHOOD TRAFFIC CALMING REQUEST FORM

Date: _____

The purpose of this form is to enable a neighborhood to request a traffic study in accordance with the City of Lowell's Traffic Calming Program. The Traffic Calming Program addresses traffic safety concerns, such as excessive vehicle speeds, cut through traffic and accidents. After completing this form, please submit via mail or email to:

Department of Planning and Development, City of Lowell
JFK Civic Center, 50 Arcand Drive
Attn: Natasha Vance, Transportation Engineer
Lowell, MA 01852

Natasha Vance, Transportation Engineer nvance@lowellma.gov

Contact Person

Name of Neighborhood Group: _____

Contact Person: _____

Address: _____

State: _____ Zip Code: _____

Day Phone: _____ Email: _____

Issue

Please describe the traffic concerns of the neighborhood, including any safety issues. Use additional sheets if necessary.

Location

Please describe the specific location of concern, as well as the limits of your neighborhood and/or area of concern. A drawing must be included and attached to this sheet, as well as any particular traffic calming requests the neighborhood may have. Phase 1 measures must be considered before installing Phase 2 devices such as traffic circles and speed bumps.

Evidence of Resident/Neighborhood Support

Please provide the names and signatures of minimum 50% of residents on the street/study area.

We the undersigned owners and residents of _____
hereby offer our support for our neighborhood's participation in the Traffic Calming Program.

NOTE: Signing below indicates consent for placement of traffic calming treatments next to your property and awareness that on-street parking may be impacted or removed.

Signature	Printed Name	Address	Email/ Phone Number

For City Use Only: **Date Received:** _____

Decisions as to improvements which may be installed on public streets in the City of Lowell will ultimately be made by the Department of Planning and Development to ensure the safety and welfare of all road users. Traffic calming measures must be designed using an appropriate data collection program, through review and analysis by a transportation professional and must conform to City standards and details and the guidance provided in the Manual on Uniform Traffic Control Devices (MUTCD).