



City of Dripping Springs  
Traffic Calming Policy

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## **I. Background**

The City of Dripping Springs' response to concerns about adverse levels of speeding and cut-through traffic has been historically addressed on a case-by-case basis. Successful programs in many cities across the country are partnering with emergency service providers early in the development process and are including meaningful and effective collaboration with the administration of the program. Successful traffic calming programs are responsive to requests and objectively address safety and quality of life issues within existing budget constraints. This document provides an objective and comprehensive framework for addressing mitigation of adverse levels of speeding and cut-through traffic in the City of Dripping Springs ("City").

## **II. Authority and Scope**

- A. These guidelines and procedures are issued under the authority of an Engineer working for the City. The City retains the authority to revise or modify these guidelines and procedures as necessary with the approval of the Engineer.
- B. These guidelines and procedures are effective immediately and retroactively to all requests for traffic calming except those requests which have been identified for consideration and funding prior to the effective date of these guidelines and procedures.
- C. The City retains the authority to install or remove geometric street features or traffic control devices for cause independent of these guidelines and procedures.

## **III. Purpose and Intent**

- A. This document provides for the consideration of modifying existing roadways to mitigate adverse impacts from existing motor vehicle traffic within a defined area, through the design and implementation of geometric street features or traffic control devices. Consideration can be done based on City request or on request of a resident or other interested individual as listed below in Section IV.
- B. Two types of adverse impacts are considered for mitigation:
  - 1. Adverse levels of speeding along a defined roadway segment.
  - 2. Adverse levels of cut-through traffic within a defined bounded area.
- C. Levels of adversity are defined in subsequent sections.
- D. A list of definitions for terms pertaining to this document is provided in Appendix F.
- E. If at any time a request is determined to not meet the requirements for further consideration, the requester will be notified in writing.

F. All written correspondence, requests, and applications should be submitted to:

City of Dripping Springs  
Attn: Planning & Development  
PO Box 384  
Dripping Springs, Texas 78620

#### **IV. Requesting Mitigation**

##### **A. Request Process**

1. The initial request for the mitigation of adverse levels of speeding or cut-through must originate from a resident, business, school, or other entity whose property is abutting the requested street segment within the City. The requester must be willing to:
  - a. Be considered the requester of record and act as the primary contact for the request;
  - b. Take responsibility for assisting with the compilation of evidence of support for the requested street segment should it be determined eligible;
  - c. Serve as liaison, if requested, to any community organizations within whose boundaries the requested street segment exists; and
  - d. Support the City's process to design, implement, and maintain funded geometric street features.
2. See Appendix A and Appendix B for a copy of the application packet for requesting mitigation consideration. See Appendix D for a copy of the Request for Study form.
3. The request must include:
  - a. Identification of the street and blocks where the applicant desires mitigation consideration (Submitted segments may be divided or otherwise revised at the sole determination of the Engineer);
  - b. The name, address, telephone numbers and signature of the requester. If a request is made by a neighborhood association it must include contact information for the duly authorized representative of that neighborhood association;
  - c. A general description of the traffic problem or condition to be remedied;
  - d. Special conditions concerning the proposed neighborhood area,

including, but not limited to, such factors as the location and nature of businesses, schools, parks, churches or other non-residential traffic generators within or in close proximity to the neighborhood area; and

- e. Any other information considered germane to the request or required by these guidelines and procedures.
4. The application process does not invite recommendations from requesters regarding types or locations of devices.
5. Each request will initially be reviewed for completeness. If determined to be complete, the request will be considered to have been filed when received and will be acted upon as further provided in these guidelines and procedures. If determined to be incomplete, the request will be returned to the requester with written notice of the deficiencies.

#### B. Eligibility

1. The City will conduct the necessary traffic engineering studies if appropriate. A determination of the street's eligibility for mitigation consideration will be made in a timely manner, based on the following criteria:
  - a. The street must be a public street under the jurisdiction of the City.
  - b. The street must not be designated as a Major Arterial in the Hays County Transportation Plan or the City of Dripping Springs Transportation Master Plan.
  - c. A street designated as a Minor Arterial in the Hays County Transportation Plan or City of Dripping Springs Transportation Master Plan may be eligible for consideration if at least 60% of adjacent properties on both sides of the street are front-facing residential areas, schools serving grades K-12, or parks. Vacant property will be considered based on its zoning designation. Front-facing vertical mixed-use developments with residential components are assumed to satisfy this criterion.
  - d. The street must have a posted or prima facie speed limit of 40 miles per hour (mph) or less.
  - e. The street must be paved.
  - f. If the request is a duplicate request or overlaps with any other active request it will be combined with the active request.
  - g. Any previously installed devices or changes in posted speed limits must have been in place for at least two years in order to be eligible for a request for study.
2. Other factors such as, but not limited to ongoing maintenance, grades, sight

distances, pending construction projects, system needs, public services delivery, emergency services delivery, or conflicts with adopted neighborhood plans may affect consideration for eligibility. The installation of geometric street features for either speeding or cut-through mitigation must be approved by the City in consultation with the Hays County Sheriff's Office, San Marcos Hays County Emergency Medical Services, and North Hays County Fire Rescue. Other governmental entities may be consulted on a case by case basis.

3. If the street is determined not to be eligible for consideration, the applicant will be notified in writing of the reason for ineligibility.
4. Requests for repeating the speed and volume studies (recounts) will be considered by City engineering staff and will be recounted if errors in data are identified by engineering staff.

#### C. Evidence of Support

1. If the project is determined to be eligible for consideration, written evidence of neighborhood or community support for the project from residents, businesses, schools, or other entities whose property is within the proposed study area is required for the request to proceed and traffic data to be collected.

#### D. Consideration for Speed Mitigation

1. The measured 85<sup>th</sup> percentile speed must exceed the prima facie of posted speed limit by 3 miles per hour or more in a 24-hour study period; or there must be five or more reported speed-related crashes within the street segment during the past twelve months of recorded data. Eligibility of the 85<sup>th</sup> percentile speed criterion considers direction of travel independently.
2. Consideration for Reduced Speed Limits
  - a. Street segments where the measured 85<sup>th</sup> percentile speed is less than 28 MPH and the posted or prima facie speed limit is 30 MPH will be eligible for consideration for a reduction of the speed limit to 25 MPH.
  - b. The limits of any street segments being considered for a reduction of the speed limit to 25 MPH must be contiguous and have their terminus at a designated arterial, tee intersection with another local street, or other physical terminus. The limits of any requested street segments which do not satisfy these requirements will be revised so as to satisfy these requirements. The requester will be notified in writing of any changes in limits.
  - c. Funding determination for the installation of the 25 MPH speed limit

signs will coincide with the ranking for funding process.

#### E. Minimum Cut-Through Traffic Thresholds

1. For consideration of the overall study area, an estimated percentage of cut-through traffic of at least 20% during either a weekday AM peak period, a weekday PM peak period, a weekday 24-hour period, a Saturday 24-hour period, or a Sunday 24-hour period must be discovered to further the process. This estimate will be determined by comparing traffic data collected by a cordon count of the study area against the theoretical amount of daily trips generated by the various land uses within the study area using the Institute of Transportation Engineers' Trip Generation Manual, latest edition. Trips for land uses which are not represented in the manual may be estimated by the City using engineering judgment. Requests which do not meet this threshold will not be considered further unless there are unique or special circumstances that, at the sole discretion of the Engineer, warrant the request be considered further.
2. For consideration of specific routes or street segments within the study area, the street segment must have a peak hour traffic volume of at least 200 vehicles and at least 30% of that volume must be documented as being cut-through traffic. Determination of route-specific cut-through traffic is determined by turning movement counts coupled with license plate data. Data collection for this study occurs at the perimeter of the study area and not at internal locations. This study is warranted by the evaluation of the overall study area. Requests which do not meet these thresholds will not be considered further unless there are unique or special circumstances that, at the sole discretion of the Engineer, warrant the request be considered further.
3. Instances where the traffic counting devices are vandalized or deliberate efforts are made to influence or interfere with the data collection process will require a recount. If the counter is vandalized or a deliberately influenced with the recount, a second recount will only occur if a community resident closely monitors the second recount.

#### F. Potential Shifts of Traffic

1. The roadway network in the vicinity of the petition area for a requested street segment will be studied to identify alternative routes and probable traffic shifts. This identification is limited to the streets immediately adjacent to and relatively parallel to the requested street. Traffic studies may be conducted along adjacent alternate routes, prior to construction of any devices, to provide baseline data to document any future occurrence of traffic shifts. Potential traffic shifts to designated arterials are not

considered.

2. If the adjacent alternate route is requested to be considered for speeding mitigation within two years of the completion of the installation of speed mitigation devices, it will be considered as all other requested segments are considered. The results of the first and second study will be compared. If the segment is eligible for speeding mitigation consideration and any increases in either traffic speeds or volumes are shown, additional consideration for those increases will be given in the ranking for funding process. Any decreases in volume or speed will not penalize the segment's consideration for funding.

#### G. Data Recollection

1. Persons who dispute the data or findings of the traffic studies may have additional studies conducted at their own expense and submit their findings and data to the City; however, the City is under no obligation to consider or include these studies in the furtherance of the project.

#### H. Location and Design of Devices

1. The City will determine the final location of all devices in accordance with current engineering principles. All devices will be designed to provide for the safety of all roadway users. In some instances, this may require the installation or modification of sidewalks adjacent to the devices.
2. General guidelines:
  - a. For devices that could impact drainage and/or are located near drainage inlets, the device should be placed just downstream of the inlet. If this is not feasible, special treatment may be considered for drainage.
  - b. To improve nighttime visibility, coordinating device location with existing or planned street lighting should be considered.
  - c. Preferences of requesters or property owners adjacent to proposed geometric street feature locations will not be considered unless unique or special circumstances warrant relocation. The City will consider these circumstances on a case-by-case basis.
  - d. Traffic control devices consisting of signs and markings to advise roadway users of the presence of any devices will be installed in accordance with the latest Texas Manual on Uniform Traffic Control Devices.
  - e. Bicycle facilities may be included in the concept plan which may require existing on-street parking to be revised or prohibited.
  - f. A partial list and description of various devices appears in Appendix

E.

3. Horizontal Deflection Devices

- a. Generally, horizontal deflection devices are preferred to other types of devices.
- b. When feasible, these devices will be designed to reduce impervious pavement and create the opportunity for storm water mitigation, or aquifer recharge.
- c. Traffic circles, roundabouts, chicanes, re-aligned intersections, chokers/bulb-outs, and center-island narrowing may be considered for horizontal deflection devices.

4. Vertical deflection devices

- a. Vertical deflection devices will not be considered along streets designated as a Minor Arterial in the Hays County Transportation Plan or City of Dripping Springs Transportation Master Plan.
- b. Speed cushions, speed humps, speed tables, raised crosswalks, and raised intersections, and textured pavement may be considered for vertical deflection devices. Speed bumps will not be used.
- c. Placement guidelines.

(1) Devices will generally be placed approximately 400 to 600 feet apart. Other spacing may be used based upon engineering judgment.

(2) Devices should generally not be located in front of a driveway or within an intersection.

(3) Devices should generally not be located within 400 to 600 feet of a traffic signal or stop sign, or within 50 feet of an uncontrolled intersection.

(4) Vertical deflection devices should not be located over, or contain manholes, water valves or other subsurface utility access features.

I. Concept Plan Development and Review

- 1. If the City determines that a project is eligible for further consideration, a concept plan will be developed for the project, taking into account all traffic studies and other data and factors developed in accordance with the requirements of these guidelines and procedures.
- 2. Each concept plan will be reviewed by the Engineer and approved by a review committee and the City attorney before being submitted for community input and comment. The review committee is comprised of representatives from the following entities: Dripping Springs

Transportation Committee, Hays County Sherriff's Office, San Marcos Hays County Emergency Medical Services, North Hays County Fire Rescue, Planning and Development Review.

3. No concept plan or project will be approved by the review committee if it is found that the changes within the concept plan or project would:
  - a. Pedestrian or bicycle traffic access to a neighborhood area would be denied or materially impeded;
  - b. General mobility of traffic in the neighborhood area, the surrounding community, or both would be unreasonably adversely affected to a material extent;
  - c. That the proposed solution is not the least restrictive that could reasonably be expected to substantially mitigate or resolve the documented problem;
  - d. The project would prevent any owner of property from having direct vehicular access to at least one abutting street in the City; or
  - e. The project would be likely to significantly delay ingress to or egress from neighborhoods by emergency service vehicles.
4. The City attorney will review the concept plan to determine that its implementation would not be contrary to local, state, or federal laws or regulations.
5. The City will review and consider comments received and evaluate the concept plan. The Engineer may:
  - a. Approve the concept plan for further consideration;
  - b. Disapprove of the concept plan and its underlying request; or
  - c. Require modification of the plan in response to comments or other information received. Modified plans must be reviewed and approved by the review committee and City attorney.
6. Written notice of the review results will be given to the requester. If the City disapproves the concept plan, and absent demonstrable evidence of a significant change in traffic volume or traffic patterns in the intervening period which would in the Engineer's reasonable professional judgment prompt an earlier review, the same or a similar project will not be eligible for reconsideration for a period of two years.

#### J. Notification/Evidence of Support

1. If the concept plan is approved for further consideration by the City, the requester must organize community presence at a Transportation Committee meeting to gather Evidence of Support for the project. The community presence must include property owners within the affected study area as defined by the City.

## K. Funding Criteria

1. Funds for geometric street feature installation will generally be determined by prorating total available funding between the number of devices eligible for installation and the number of devices eligible for removal.
2. The City will evaluate and prioritize street segments for funding of traffic calming devices by considering the following factors.
  - a. Speeding
  - b. Automobile Crashes
  - c. Auto/Pedestrian or Auto/Bicycle Crashes
  - d. Residential Land Use
  - e. Front-Facing Residential Parcel
  - f. Environmental Justice
  - g. Truck Traffic
  - h. Institutions
  - i. Absence of Sidewalks
  - j. Designated Bicycle Route
  - k. Evidence of Public Support
  - l. Diversion of Traffic

## L. Cost Responsibility

1. Public Funding
  - a. For those projects identified to receive public funding, the City will determine its level of funding for all costs associated with designing and implementing the funded devices. Requesters desiring enhanced levels of landscaping and hardscaping, or who wish to include public art, street furniture, irrigation, lighting, etc. must provide funding for the design, implementation, and maintenance of those features.
  - b. These procedures do not preclude the City from completing any eligible requests out of ranking order should alternative funds become available or complementing projects, maintenance and/or capital improvement projects be initiated along the requested street segment.
2. Private Funding
  - a. Eligible projects which did not receive public funding may be expedited by voluntary payment of all costs.
  - b. Requests for a private funding estimate of cost must be made in writing to the City.
  - c. Voluntary payments must be submitted in the form and timing

required by the City.

- d. Upon receipt of payment of the cost, the devices will be installed no later than the next fiscal year as scheduling of construction and purchasing requirements permit.

### 3. Joint Public/Private Funding

- a. Eligible projects may be considered for joint public/private funding.
- b. All funding must be available for installation of the project to proceed.
- c. Requests for joint public/private funding must be made in writing to the City.
- d. Upon receipt of payment of the cost, the devices will be installed no later than the next fiscal year as budgeting, purchasing requirements, and scheduling permits.

### M. Testing of Concept Plan

1. Concept plans may be tested with temporary devices as deemed appropriate by the City.
2. No temporary devices will be installed unless funding will be available to complete the project, if approved, during the current or next succeeding fiscal year. The Engineer may elect to remove any temporary devices if a funded project later becomes unfunded.
3. The Engineer may approve any permanent or temporary device for any ranked project without regard to its priority ranking in order to reflect special or changed circumstances or in order to avoid delay in implementing worthy projects that have not been approved for funding.

## V. Design and Implementation of Permanent Devices

- A. Following determination of funding, the Engineer will develop a preliminary project schedule to further the project. The City will proceed with development of construction plans and implementation of the devices in accordance with the preliminary project schedule. The devices will be designed to be in the best interest of the City.
- B. The design and construction or removal of the devices and associated features will be reviewed and directed by the City regardless of funding source.

## VI. Maintenance of Devices

- A. The maintenance of the devices and all related features on public right-of-way approved and accepted by the City, will be maintained by the City.

1. The community will maintain any landscaping, public art, or other associated features in accordance with the terms and conditions of the Maintenance Agreement, example provided in Appendix G. The community or requester will be notified of any devices found to be deficient.
2. Should a community or requester not provide maintenance in accordance with the terms and conditions of the Maintenance Agreement, the City may at their sole discretion remove, modify, or revise the devices and any associated features in order to allow ease of maintenance by City forces.

**B. Removal of Devices by Maintenance or Construction Activities**

1. Any device that is fully removed during the course of publicly funded construction or maintenance activities will be reinstalled upon completion of that activity at the removing agency's expense by the forces conducting those activities.
2. Devices that are partially removed or damaged during the course of publicly funded construction or maintenance activities will be repaired or reconstructed to original conditions upon completion of those activities at the City's expense by the forces conducting those activities.
3. Any device that is fully or partially removed or damaged during the course of privately funded maintenance or construction will be reinstalled upon completion of those activities at the expense of the private constructor.
4. The replacement of devices completely removed through the above actions is not automatic, but contingent upon a finding by the Engineer that the street meets the eligibility requirements of IV.B.1.a through IV.B.1.g above.

**VII. Limitation on Action of City**

- A. Approval under this article will not excuse the requester or the City from obtaining any other permit or authorization required by law or ordinance to perform the work.
- B. The approval, installation and maintenance of a project and associated devices will never be construed to cause an abandonment or relinquishment of any street or public property or to authorize the installation of a device upon any right-of-way not under the control of the City.
- C. The installation of a project and associated permanent devices that involves the full and permanent closure of a street will require a public hearing by City Council and approval by a majority vote.

**VIII. Requesting Removal of Geometric Street Features**

**A. Request Process**

1. Citizens may request that a street segment be reviewed for the possible removal of some or all of the existing devices. The requester must agree to:
  - a. Be considered the requester of record and act as the primary contact for the request;
  - b. Take responsibility for community notification and the compilation of evidence of support for the requested street segment should it be deemed eligible;
  - c. Serve as liaison to any community organizations within whose boundaries the requested street segment exists.
2. See Appendix C for a copy of the information packet for requesting the removal of geometric street features. See Appendix D for a copy of the Request for Study form.
3. The request to consider removal of devices must originate from a resident and/or a business, school, or other entity whose property is within the affected area. The affected area will be determined by the Engineer and will include primarily those properties facing or abutting the street segment on which devices are located. A property will be considered part of the affected area if its only ingress/egress route requires traversing existing devices which are being requested to be removed.

#### B. Eligibility

1. Upon written request, the Engineer will determine eligibility for removal consideration by these factors.
  - a. The request must not be a duplicate request.
  - b. The removal segment or area must correspond with the installation segment or area.
  - c. The devices have been in place for at least three years OR at least two years have elapsed since any previous device removal occurred.

#### C. Notification/Evidence of Support

1. If the project is determined to be eligible for consideration, written evidence of neighborhood or community support for the project from residents, businesses, schools, or other entities whose property is within the proposed study area is required for the request to proceed and traffic data to be collected.

#### D. Removal Determination

1. At the Engineer's discretion, depending on the length of the segment and the number of devices present, removal of devices along a segment may be considered in multiple phases. For all phases, an engineering review will be

- performed to determine which, if any, of the devices are to be removed.
2. The removal request process does not invite nor accept recommendations from requesters regarding which devices should or should not be removed. Based on engineering judgment, the results of the review process may recommend removal of none, some, or all of the devices, or the reconstruction or modification of the devices to reflect current engineering state of the practice. Factors that are considered for review may include, but are not limited to:
    - a. Existing device designs, locations and spacing
    - b. Stop/yield signs or traffic signals along the segment
    - c. Historical and existing traffic speed and volume information
    - d. Crash history
    - e. Presence or absence of sidewalks, schools and parks, or changes in land uses and pedestrian infrastructure.
  3. If speed studies conducted along the requested segment or portions of the segment reveal the 85th percentile speed is greater than or equal to the posted or prima facie speed limit plus three miles per hour, then no device removal will occur along the segment or portion of the segment represented by the study.
  4. Following the removal of any devices, the segment may be reconsidered for additional device removal after at least two years. A new request must be submitted to have a segment receive consideration for removal of additional devices. Each phase is subject to the same requirements, policies, and procedures in effect at the time of the request, and requires separate and independent petitions.

#### E. Funding Criteria

1. Selection of devices funded for removal or modification will be on a first come basis, based on the date of receipt of the completed petition.
2. A request that does not receive funding approval during a funding cycle will automatically be considered in the following cycles for a maximum of two years, after which the request expires. Incomplete requests that later become complete within the two year limit will not receive additional time for funding consideration.
3. If a request for removal is denied, the segment may not be reconsidered for at least one year unless there is a substantial change in conditions.
4. For a street segment with an expired or denied request to be reconsidered, a new written request may be submitted subject to the policies and procedures in effect at the time of request. Each request requires a separate and independent evidence of support petition.

5. The City is responsible for all costs associated with removal of devices under this process if approved by City Council. The City Council in consultation with the Engineer may consider proposals for the private funding of an approved removal.

## **Appendix A – Speeding Mitigation Request Packet**

The goal of Speed Mitigation is to reduce vehicle speeds along a given street segment so that the vast majority of motorists are in reasonable conformance with the speed limit. This is accomplished through the design and installation of geometric street features (also known as “traffic calming devices”) at key locations along the street. These devices have proven to be successful in reducing vehicle speeds while allowing safe operation of the vehicle.

The following is a summary of the process.

### **Step 1: Request for Study**

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A request can be made by a resident, business, school, or other entity whose property is located along the requested street segment. Each request must include a name, address and phone number of a person from the requested street who agrees to be the requester of record. This person will receive all correspondence and is the primary contact for the request. This person will also serve as the liaison to any community organizations within whose boundaries the requested street segment exists.

If the request is found to be eligible, the requester will be responsible for gathering evidence of support in order to initiate the traffic study.

If the project concept plan is approved by the City, the requester will be asked to organize community attendance and support at a Transportation Committee meeting in order for the project to be funded for final design and implementation.

The requester acknowledges these responsibilities by signing the request.

The request must be for a specific street segment and must include at least the following information:

- The requested street name
- The boundary of the street segment
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Signature of contact person

Incomplete applications will not be considered. Do not submit petitions or other evidence of support with your request.

## Step 2: Eligibility

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In order for a request to qualify for consideration, the street must meet criteria set by the Traffic Engineer. It is the responsibility of the Traffic Engineer to determine if the street segment meets the following criteria:

- The street must provide access to abutting residential properties and/or to an institution.
- The street may not be designated a Major Arterial by the Hays County Transportation Plan or City of Dripping Springs Transportation Master Plan. A street designated as a Minor Arterial by the Hays County Transportation Plan City of Dripping Springs Transportation Master Plan may be eligible for consideration if at least 60% of adjacent properties on both sides of the street are front-facing residential, schools serving grades K-12, or parks.
- There must be no more than one moving lane of traffic in each direction.
- The street must have a posted or prima facie speed limit of 40 mph or less.
- The street must be paved prior to construction of any geometric street features.

Other factors such as, but not limited to, defined primary emergency service travel routes, alignments, grades, sight distances, pending construction projects, or conflicts with adopted neighborhood plans may affect consideration for eligibility.

Only those requests meeting all the eligibility requirements will proceed. If a request is denied, requesters will not be able to reapply for the following two years unless there is considerable change in conditions.

## **Appendix B – Cut-Through Traffic Mitigation Request Packet**

The goal of Cut-Through Traffic Mitigation is to mitigate adverse levels of cut through traffic within a defined geographic area. This is accomplished through the design and installation of geometric street features (also known as “traffic calming devices”) at key locations along various streets within the defined area. Mitigation of cut-through traffic requires the community to accept voluntary inconveniences regarding their usual travel routes.

The following is a summary of the process.

### **Step 1: Request for Study**

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A request can be made by a resident, business, school, or other entity whose property is located along the requested street segment. Each request must include a name, address and phone number of a person from the requested street who agrees to be the requester of record. This person will receive all correspondence and is the primary contact for the request. This person will also serve as the liaison to any community organizations within whose boundaries the requested street segment exists.

If the request is found to be eligible, the requester will be responsible for gathering evidence of support in order to initiate the traffic study.

If the project concept plan is approved by the City, the requester will be asked to organize community attendance and support at a Transportation Committee meeting in order for the project to be funded for final design and implementation.

The requester acknowledges these responsibilities by signing the request.

The request must be for a specific street segment and must include at least the following information:

- The requested street name
- The boundary of the street segment
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Signature of contact person

Incomplete applications will not be considered. Do not submit petitions or other evidence of support with your request.

## **Step 2: Eligibility**

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In order for a request to qualify for consideration, the street must meet criteria set by the Traffic Engineer. It is the responsibility of the Traffic Engineer to determine if the street segment meets the following criteria:

- The street must provide access to abutting residential properties and/or to an institution.
- The street may not be designated a Major Arterial by the Hays County Transportation Plan or City of Dripping Springs Transportation Master Plan. A street designated as a Minor Arterial by the Hays County Transportation Plan City or Dripping Springs Transportation Master Plan may be eligible for consideration if at least 60% of adjacent properties on both sides of the street are front-facing residential, schools serving grades K-12, or parks.
- There must be no more than one moving lane of traffic in each direction.
- The street must have a posted or prima facie speed limit of 40 mph or less.
- The street must be paved prior to construction of any geometric street features.

Other factors such as, but not limited to, defined primary emergency service travel routes, alignments, grades, sight distances, pending construction projects, or conflicts with adopted neighborhood plans may affect consideration for eligibility.

Only those requests meeting all the eligibility requirements will proceed. If a request is denied, requesters will not be able to reapply for the following two years unless there is considerable change in conditions.

## **Appendix C – Geometric Street Feature Removal Request Packet**

Geometric street features are devices installed in the roadway that require vehicles to alter their vertical or horizontal path of travel to mitigate excessive speeding. Geometric street features have proven to be successful in reducing speed while allowing safe operation of the vehicle. However, citizens who believe these devices are not required along a street for various reasons may request they be considered for removal. The following is a summary of the process for removal of these devices.

### **Step 1: Request for Removal Study**

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The request for reviewing street segments to consider removal of devices must originate from a resident and/or a business, school, or other entity whose property is within the affected area. Each request must include a name, address and phone number of a person from the requested street who agrees to be the requester of record. This person will receive all correspondence and is the primary contact for the request. This person will also serve as the liaison to any community organizations within whose boundaries the requested street segment exists.

If the request is found to be eligible, the requester will be responsible for gathering evidence of support in order to initiate the traffic study for removal.

The requester acknowledges these responsibilities by signing the request.

The request must be for a specific street segment and must include at least the following information:

- The requested street name
- The boundary of the street segment
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Signature of contact person

Incomplete applications will not be considered. Do not submit petitions or other evidence of support with your request.

## **Step 2: Eligibility**

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In order for a request to qualify for consideration, the request must meet criteria set by the Traffic Engineer. It is the responsibility of the Traffic Engineer to determine if the request meets the following criteria:

- The request must not be a duplicate request.
- The removal segment must correspond with the installation segment.
- The street devices must have been in place for at least one year.

Only those requests meeting all the eligibility requirements will proceed. If a request is denied, requesters will not be able to reapply to the identified street segment for another year unless there is considerable change in conditions.

**Appendix D – Request for Study Form**

Submittal of this form constitutes a formal request and must contain the completed information indicated in both Part A and Part B. This request will be processed according to the guidelines and procedures for the Traffic Calming Policy in effect as of the date of this request.

**Part A – Request Information**

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Type of request (please check one):

- Speed Mitigation
- Cut-Through Traffic Mitigation
- Removal of Geometric Street Features

Each request must include the name of the street to be studied and the limits of the study request. Please do not use block ranges for limits. This information should be attached to this form with submittal.

**Part B – Requester Information**

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*By my signature below, I agree to be the requester of record for this request. I have read the guidelines and procedures governing the Traffic Calming Policy and agree to carry out to the best of my abilities the duties and responsibilities associated with being the requester of record. I also understand that any documents submitted to the City of Dripping Springs may be subject to public disclosure in accordance with the Texas Public Information Act.*

**Name:**

---

**Address:**

---

**City:**

**Zip Code:**

**Ph. #:**

---

**Email Address:**

---

**Signature of Applicant:**

**Date:**

---

## **Appendix E – Geometric Speed Features**

### **Features for Speeding Mitigation:**

#### Horizontal Deflection Devices:

- Traffic Circles
- Roundabouts
- Chicanes
- Re-aligned Intersections
- Choker / Bulb-Outs
- Center-Island Narrowing

#### Vertical Deflection Devices:

- Speed Cushions
- Speed Humps
- Speed Tables
- Raised Crosswalks
- Raised Intersections
- Textured Pavement

## Speed Mitigation – Traffic Circles



Traffic circles are raised, circular islands at the center of an intersection that force circular movements through the intersection, reducing vehicular speeds.

### Advantages

- Reduces speed
- Provides equal access
- Does not restrict access
- Landscaped traffic circles improve appearance

### Disadvantages

- 30 feet of curbside parking must be prohibited
- May not reduce cut-through traffic
- Increases emergency response time
- Restrict access for trucks and longer school buses
- Maintenance if landscaped

## Speed Mitigation – Roundabouts



Roundabouts force circular movements at intersections, reducing speeds for navigation and yielding.

### Advantages

- Reduces speed
- Reduces vehicle conflicts
- Provides equal access
- Does not restrict access
- Landscaped roundabouts improve appearance
- Minimizes queuing

### Disadvantages

- 30 feet of curbside parking must be prohibited
- May not reduce cut-through traffic
- Increases emergency response time
- Can restrict access for trucks and longer school buses
- Maintenance if landscaped
- May require additional right-of-way

## Speed Mitigation – Chicanes



Chicanes provide alternating curb extensions, reducing the roadway width and curving the roadway path, resulting in reduced vehicular speeds.

### Advantages

- Discourages high speeds
- Easily negotiable by large vehicles
- Enhanced streetscape

### Disadvantages

- Must be designed carefully
- Curb realignment and landscaping can be costly
- Eliminating of some on-street parking
- Maintenance if landscaped
- Can impact drainage

## Speed Mitigation – Re-aligned Intersections



Re-aligned intersections modify existing intersections to add curvature. Previously straight through roadways become curved, slowing down vehicles. Re-alignment is ideal for T-intersections.

### Advantages

- Adds curvature to intersecting roads to reduce speeds
- Improve safety at intersections
- Ideal for T-intersections

### Disadvantages

- Must be designed carefully
- Curb realignment and landscaping can be costly
- May require additional right-of-way

## Speed Mitigation – Chokers / Bulb-Outs



Chokers and Bulb-Outs extend the curb of the roadway, reducing vehicular speeds as they navigate through the reduced roadway width.

### Advantages

- Minor inconvenience to drivers and local traffic
- Good for pedestrians
- Space for landscaping
- Slows traffic without seriously affecting emergency response time
- Effective if used in a series
- Single lane narrowing reduces vehicle speed and through traffic

### Disadvantages

- Double lane narrowing not very effective at reduced speeds or diverting through traffic
- Only partially effective as a visual obstruction
- Unfriendly to cyclists
- Conflict between opposing drivers arriving simultaneously
- Can impact drainage
- Maintenance if landscaped

## Speed Mitigation – Center-Island Narrowing



Center-islands create a small amount of deflection in the roadway alignment and reduce the roadway width, reducing vehicular speeds as they navigate through the center-island narrowing.

### **Advantages**

- Reduces lane width and vehicular speed
- Provides aesthetic visual break up
- Visual queue of neighborhood entrance
- Can be combined with speed cushions
- Increases pedestrian safety

### **Disadvantages**

- Curbside parking prohibited
- Maintenance if landscaped
- Little or no impact on cut-through traffic

## Speed Mitigation – Speed Cushions



Speed cushions create raised sections on the roadway, reducing passenger car speeds while providing wheel cutouts for larger vehicles.

### Advantages

- Reduces vehicle speed
- Reduces volumes
- No restrictions to on-street parking
- Minimum maintenance
- Less impact to emergency response
- Smoother on large vehicles
- Less impact to bicycles

### Disadvantages

- Rough ride
- Diverts traffic
- Increases emergency response times
- Signage considered unsightly
- Noise and air pollution
- Textured materials are expensive

## Speed Mitigation – Speed Humps



Speed humps create a raised section of pavement across the entire roadway, reducing vehicular speeds.

### Advantages

- Reduces vehicle speed
- Can reduce vehicular volumes
- No restrictions to on-street parking
- Minimum maintenance

### Disadvantages

- Rough ride
- Diverts traffic
- Increases emergency response times
- Signage considered unsightly
- Noise and air pollution
- Can impact drainage

## Speed Mitigation – Speed Tables



Speed tables are broad, flat-topped speed humps built across the entire roadway width and are often designed as a raised crosswalk.

### **Advantages**

- Reduces vehicle speed
- Can reduce vehicular volumes
- No restrictions to on-street parking
- Minimum maintenance
- Smoother on large vehicles

### **Disadvantages**

- Rough ride
- Diverts traffic
- Increases emergency response times
- Signage considered unsightly
- Noise and air pollution
- Textured materials are expensive
- Can impact drainage

## Speed Mitigation – Raised Crosswalks



Raised crosswalks are constructed across speed tables coinciding at pedestrian crosswalks. The crosswalks are raised, reducing vehicular speeds and increasing pedestrian visibility.

### Advantages

- Reduces vehicle speed
- Can reduce vehicular volumes
- No restrictions to on-street parking
- Minimum maintenance
- Smoother on large vehicles
- Pedestrian crosswalk at grade with sidewalk

### Disadvantages

- Rough ride
- Diverts traffic
- Increases emergency response times
- Signage considered unsightly
- Noise and air pollution
- Textured materials are expensive
- Can impact drainage

## Speed Mitigation – Raised Intersections



Raised intersections form plateaus that raise intersections to sidewalk height. Ramps leading to the intersection reduce vehicular speeds.

### Advantages

- Reduces vehicle speed
- Can reduce vehicular volumes
- Minimum maintenance
- Pedestrian crosswalk at grade with sidewalk

### Disadvantages

- Rough ride
- Diverts traffic
- Increases emergency response times
- Noise and air pollution
- Can impact drainage
- Costly

## Speed Mitigation – Textured Pavement



Textured pavement may be used to indicate pedestrian crossings and enhance the pedestrian environment at intersections.

### **Advantages**

- Highlight crossings as an extension of pedestrian space
- Implies a shared space between pedestrians and vehicles
- Can delineate separate space for pedestrians and cyclists

### **Disadvantages**

- Standard high visibility crosswalk markings still required
- Costly
- Special care taken to ensure wheelchair user comfort

**Features for Cut-Through Traffic Mitigation:**

- Full Closures
- Half Closures
- Diagonal Diverters
- Median Barriers

## Cut-Through Traffic Mitigation– Full Closures



Full roadway closures are created with the placement of a physical barrier to block all vehicle traffic. Pedestrian and bicycle traffic are usually unrestricted.

### **Advantages**

- Maintains pedestrian and bicycle access
- Reduces traffic volumes

### **Disadvantages**

- Causes circuitous routes
- May limit access to businesses

## Cut-Through Traffic Mitigation– Half Closures



Half roadway closures are created with the placement of a physical barrier to block vehicle traffic in one direction. Pedestrian and bicycle traffic are usually unrestricted.

### Advantages

- Able to maintain to-way bicycle access
- Maintains pedestrian access
- Effective in reducing traffic volumes

### Disadvantages

- Causes circuitous routes
- Limits access to businesses
- Drivers may circumvent the barrier
- Can impact drainage
- Maintenance if landscaped

## Cut-Through Traffic Mitigation– Diagonal Diverters



Diagonal diverters are barriers built diagonally across the middle of an intersection, preventing through and/or turning movements. Pedestrian and bicycle traffic are usually unrestricted.

### Advantages

- Redirection of existing streets
- Maintains pedestrian and bicycle access
- Reduces traffic volumes

### Disadvantages

- Cause circuitous routes
- Limits access to businesses
- Reconstruction of corner curbs

## Cut-Through Traffic Mitigation– Median Barriers



Median barriers are raised islands placed in the center of a roadway between opposing travel directions. These can prevent left-turns from and onto the roadway, reducing conflict points.

### **Advantages**

- Improves intersection safety
- Reduces traffic volumes

### **Disadvantages**

- Requires available street width
- Limits turns to and from the site street
- Maintenance if landscaped
- Can impact drainage

## Appendix F

### Appendix F – Definitions

As used in these guidelines, the following words and terms will have the meanings ascribed to them in this section unless the context of their usage clearly indicates a different meaning.

**85th percentile speed:** The measured speed at or below which 85% of vehicles are traveling.

**Access:** A way or means of approach (public or private) to provide vehicular or pedestrian physical entrance to a property which shall include public or private right-of-way dedicated to this use.

**Applicant:** One or more property owners or residents within a neighborhood area, a duly authorized representative of a neighborhood association or the director who makes a request for the construction of a project.

**Capital Improvements Program (CIP):** The official proposed schedule, if any, of all future public projects listed together with cost estimates and the anticipated means of financing each project, as adopted by City Council.

**City:** The City of Dripping Springs, an incorporated municipality located in Hays County, Texas.

**City Attorney:** The lawyer or firm of attorney who has been specifically employed by the City to assist in legal matters. This term shall also apply if the City retains a person to perform the functions of City Attorney as an official City employee.

**City Council:** The governing body of the City of Dripping Springs, Texas.

**City Engineer:** The licensed professional engineer, or firm of licensed professional consulting engineers, that has been specifically employed by the City to assist in engineering-related matters. This term shall also apply if the City retains a person to perform the functions of City Engineer as an official City employee.

**Concept Plan:** A plan illustrating the assessment and possible location of public improvements.

**Construction Plans or Drawings:** The maps or drawings showing the specific location and design of public improvements to be installed in accordance with the requirements of the City. The term includes Construction Documents, Plans and Specifications.

**Cut-through Traffic:** Traffic which enters a study area at a point, travels through the study area without stopping to park, to pick up or discharge passengers, to perform construction or maintenance activities, to participate in educational or recreational activities, or to deliver, receive, or provide goods and services, and then exits the study area at a different point. Traffic that enters and exits a cul-de-sac or closed loop street system with a single point of ingress or egress is not

## Appendix F

considered cut-through traffic. Entry or exit of the study area may be by public street, private street, or private driveway.

**Engineer:** A person duly authorized and licensed under the provisions of the Texas Engineering Registration Act to practice the profession of engineering.

**Enhancements:** Landscaping, hardscaping, art or other aesthetic improvement installed as a part of a mitigation plan.

**Geometric Street Feature:** A physical feature or device in the roadway whose primary purpose is to reduce the speed of vehicles or to divert traffic traveling on that roadway. Geometric street features are not traffic control devices; however, geometric street features and traffic control devices may be used together.

**Install or Installation:** The permanent placement of a device following approval by final action of the current guidelines and procedures, or as determined necessary by the Traffic Engineer. Install or installation does not include the temporary placement of a device for test or evaluation purposes.

**Institution:** A park or school that could reasonably be anticipated to generate volumes of pedestrian traffic.

**Maintenance Agreement:** An agreement between the community and the city where the community agrees to maintain the landscaping and other enhancements installed as a part of the mitigation plan.

**Neighborhood Association:** Any homeowners' association, property owners' group or civic association, whether incorporated or not, whose membership includes property owners and/or residents of a neighborhood area.

**Pavement/Roadway Width:** The portion of a street that is available for vehicular traffic. Where curbs are used, it is the portion from the back of one curb to the back of the opposite curb.

**Prima Facie Speed Limit:** The default speed limit that applies when no other specific speed limit is posted as established by State law. For streets in an urban district, excluding alleys, the prima facie speed limit is 30 MPH.

**Primary Emergency Service Travel Route:** Any street segment designated by Hays County Sheriff's Office, San Marcos Hays County Emergency Medical Services, or North Hays County Fire Rescue as an emergency access route.

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**Project:** The construction of one or more devices upon a designated street in the neighborhood area.

**Property owner:** The owner(s) of any tract or parcel of real property within a neighborhood area.

**Review:** Shall be construed to mean “to read, analyze, assess and act upon” a development application.

**Requester:** Any person qualified to request mitigation measures on behalf of one or more property owners, a duly authorized representative of a neighborhood association, or other qualified entity as identified in this document. By signing a mitigation request letter or application, the requester agrees to be the requester of record and agrees to uphold responsibilities assigned in these guidelines and procedures.

**Resident:** Any person who resides in or owns or operates a home or business upon any tract or parcel of real property within a neighborhood area.

**Residential:** Any single family residence, townhouse, duplex, triplex, quadruplex, condominium, or apartment complex or any other structures used as dwelling units.

**Speed Bump:** A speed bump is a low, raised ridge across a vehicular path used to limit vehicle speeds. Speed bumps are narrower than speed humps and slow vehicles to approximately 0-5 miles per hour. Speed bumps are commonly used in parking lots for traffic calming.

**Street:** An improved surface within a right-of-way or easement, public or private, other than an alley, which has been dedicated, deeded, or granted an easement for public use and which affords primary vehicular access to abutting property. Includes the term “road” and “roadway”:

- (a) Major thoroughfares, also known as arterial streets or primary thoroughfares, which provide vehicular movement from one neighborhood to another or to distant points within the City, and including freeways or highways leading to other communities.
- (b) Collector streets, also known as feeder streets or secondary thoroughfares, which provide vehicular circulation within neighborhoods, and from local streets to major thoroughfares.
- (c) Local residential streets, also known as minor thoroughfares or streets, which primarily provide direct vehicular access to abutting residential property.
- (d) Private streets are streets which are owned and maintained by a homeowners’ association or property owners’ association, and which are not dedicated to the public.

## Appendix F

**Alley:** A minor right-of-way, private or public, not intended to provide the primary means of access to abutting lots or units which is used primarily for vehicular service access to the back or sides of properties that derive primary access from a street. The length of an alley segment is to be measured from the right-of-way lines of the streets from which the alley is provided access, including any alley turnouts onto a street, or from the centerpoint of an intersection with another alley which connects to a street.

**Cul-De-Sac:** A street having only one outlet to another street, and terminated on the opposite end by a vehicular turnaround or “bulb.” The length of a cul-de-sac is to be measured from the intersection centerpoint of the adjoining through street to the midpoint of the cul-de-sac bulb.

**Dead-End Street:** A street, other than a cul-de-sac, with only one outlet.

**Traffic control devices:** All signs, signals, markings, and other devices used to regulate, warn, or guide traffic, placed on, over, or adjacent to a street, highway, pedestrian facility, bikeway, public facility, or private property open to public travel by authority of a public agency or official having jurisdiction. The Texas Manual on Uniform Traffic Control Devices (TMUTCD) is incorporated by State Transportation Code §544.01 and shall be recognized as the Texas standard for all traffic control devices installed on any street, highway, bikeway, public facility, or private property open to public travel.

**Appendix G – Maintenance Agreement**