

To Whom It May Concern:

In response to your recent request for information concerning the City of Pensacola's policy on installation of traffic calming devices, enclosed is a copy of the current policy and an official petition form.

As the neighborhood contact person, you are advised to carefully read the policy, requirements, and instructions before moving forward with this petition. Please keep this information packet intact while offering the petition to residents, as each signature indicates that the property owner or lessee has read all instructions and information relating to this petition.

The completed petition should be sent to City of Pensacola, Office of the Mayor, 222 West Main Street, Pensacola, Florida 32502.

If you have any questions concerning the procedures for installation of traffic calming devices, please contact David Forte at dforte@cityofpensacola.com.

PETITION FOR INSTALLATION OF **TRAFFIC CALMING DEVICES**

Purpose: Traffic calming is the overall term for the enhancements made to eligible streets in efforts to improve safety for all roadway users. Traffic calming includes, but is not limited to, speed tables, speed bumps, radar display speed signs, pavement markings, traffic circles, etc.), and when properly planned and implemented, traffic calming can combat speeding and / or other unsafe driving behaviors.

ALL PERSONS ARE ENCOURAGED TO CAREFULLY READ THE POLICY AND INFORMATION/INSTRUCTIONS PRIOR TO SIGNING THE PETITION.

1. Petition Process:

City staff must receive a petition signed by 75% or more of the owners of property, which abut the roadway on which traffic calming devices are requested. Lessees of property, which abut the affected roadway, may sign the petition in lieu of the property owner, if the property owner resides outside of Escambia County and grants permission to lessee in writing. A contact person shall be noted on the petition to act as the designated neighborhood coordinator / point of contact. Once the petition is received and 75% threshold has been met, the City of Pensacola will order the appropriate traffic study for the requested roadway or roadway segment to determine eligibility based off requirements below.

Note: Receipt of 75% or more of appropriate signatures does not constitute traffic calming approval. All applicable requirements listed below in Section 2. must be met to warrant traffic calming installation(s).

The official petition form is attached herein.

2. Requirements:

- a) The roadway on which traffic calming devices are requested is a paved roadway. Traffic calming devices may be constructed concurrently with a programmed paving project.
- b) The roadway on which traffic calming devices are requested has a posted speed limit of 30MPH or less, has average daily traffic (ADT) volumes of 3000 vehicles per day or less, and is not functionally classified as an arterial road. However, minor arterial roads may be eligible for traffic calming features if ADT volumes are no greater than 3000 vehicles per day.
- c) Eligible streets with ADT volumes exceeding 3000 vehicles per day may require a special evaluation and justification for approval, considering other alternative measures, where appropriate.

d) A traffic speed study must be performed, and the study must conclude that the 85th percentile speed of the roadway either equals or exceeds 6 mph above the posted speed limit, and/or other safety factors are prevalent for traffic calming consideration(s).

e) If City staff determines the area is more suitable for and qualifies for a Community Traffic Management Plan, an approach based on the subdivision or area layout, a meeting will be held with the stakeholders (HOA, Neighborhood Watch, etc.) to identify the process and cost. These groups may / will be asked to contribute to the purchase and implementation of the traffic calming devices.

The City of Pensacola shall respond to all petitions for installation of traffic calming devices within 30 days of petition submittal date. If the petition does not meet the conditions listed above, the City of Pensacola, or designee, shall so notify the contact person in writing.

If the petition meets the conditions listed above, the City of Pensacola, or designee, shall notify the contact person that the petition is valid and that an investigation will be conducted to determine appropriate traffic calming devices for the roadway on which these devices have been requested. This investigation may include field checks, neighborhood input and/or traffic engineering studies. Upon completion of the investigation, the City of Pensacola, or designee, shall set a meeting with affected property owners to discuss traffic calming and to seek consensus on maintenance of a speed hump, speed table or construction of alternative devices (e.g. median islands, traffic circles, lane narrowing, road blocks, directional diverters, multi-way stops signs).

3. Exemptions:

For traffic calming requests on roadways that are directly adjacent to a city owned parcel containing a community center or public park, the petition rule above may be waived if such request is supported and sponsored by the District Councilmember's Office; however, all requirements of a) to e) above must still be met.

4. Instructions for Completing the Petition:

1. Only one signature per property is counted.
2. Each signatory must be the registered property owner (**based off the Property Tax Appraiser's information**) or a lessee of the address for which he/she is signing if owner is not in Escambia County and owner grants approval in writing.
3. Signatures must be legible and supplemented by the printed name of the signatory and date.


4. If a signatory is not the person currently listed as owner on the tax roll (With the exception of a lessee), an explanation as to the signatory's relationship to the property owner is needed. For example, if said property was inherited, but the tax roll does not reflect this change, an explanation of this would be necessary.

5. A contact person to act as a neighborhood coordinator should be noted on the petition. Please include an address, email, and daytime phone number for this individual.

The official petition form enclosed is the only acceptable form for use as a petition.

Petitions to be submitted to:

City of Pensacola City Hall
7th Floor - Office of the Mayor
222 West Main Street
Pensacola, FL 32502

Kerrith Fiddler - 
Approved by:

Deputy City Administrator
Job Title:

2-23-21
Effective Date:



PETITION FOR INSTALLATION OF TRAFFIC CALMING DEVICES

We, the undersigned property owners / lessees on

_____ (street name), between
_____ (street name) and
_____ (street name), hereby request the City of
Pensacola, Florida to install traffic calming devices along the section of the aforementioned roadway.

By signing this petition, we certify that we have read and understand the City’s traffic calming policy and that we are either the registered property owners or lessees residing at the listed addresses. We understand that a petition alone does not grant approval for traffic calming devices to be installed, but that a petition simply begins the process for possible traffic calming installation(s).

Support:

Signature & Date

Address

Phone / Email

Support:

Signature & Date

Address

Phone / Email

Oppose:

Signature & Date

Address

Phone / Email

Oppose:

Signature & Date

Address

Phone / Email

PLEASE MAKE ADDITIONAL COPIES OF THIS PETITION AS NEEDED



Support:

Signature & Date

Address

Phone / Email

Support:

Signature & Date

Address

Phone / Email

Support:

Signature & Date

Address

Phone / Email

Oppose:

Signature & Date

Address

Phone / Email

Oppose:

Signature & Date

Address

Phone / Email

Oppose:

Signature & Date

Address

Phone / Email

Submittal Date: _____

Neighborhood Contact: Name _____

Address _____

Phone / Email _____

Street Posted Speed Limit _____ MPH

PLEASE MAKE ADDITIONAL COPIES OF THIS PETITION AS NEEDED