

Traffic Calming Policy (Revised 10/7/21)

A traffic calming policy is recommended in the Master Plan. Report to a Transportation Advisory Committee (also recommended by Master Plan)

Transportation Advisory Committee

Consisting of 8 members (5 voting)

- Director of Public Works, Ex-Officio (non-voting)
- Director of Engineering, Ex-Officio (non-voting)
- Police Chief, or designee, Ex-Officio (non-voting)
- Member of the Board of Selectmen, Ex-Officio
- (1) Planning Board Appointee
- (3) Town Manager Appointees

Each Town Manager Appointee member shall be a resident of the Town of Dedham. It is preferred that the Town Manager Appointees have experience in traffic/transportation engineering. Should multiple applicants submit applications for an open seat, consideration will be given to the applicant that has experience in traffic/transportation engineering over an applicant that does not have traffic/transportation engineering experience. At least of one (1) of the three (3) Town Manager Appointees shall be a Registered Professional Civil Engineer licensed in the State of Massachusetts. Each member shall serve for a term of three years with the term of one member to expire each year. Members of the Transportation Advisory Committee shall elect their chairman, vice chairman and secretary annually.

Process

Request directly to the Transportation Advisory Committee (TAC).

If endorsed by Committee, staff will evaluate problem and report back.

If criteria are met, staff will make recommendations.

TAC will review recommendations, hold public hearing, and make own recommendations. If TAC recommends that a project be undertaken ballots will be sent out.

If 75% of residents on effected street and 60% in area are in favor, then sent to staff for design, funding, and construction. (As part of the staff recommendation, the balloting area will be defined)

Eligibility Criteria

Only public residential/local roadways are eligible for traffic calming projects, including Heavy Commercial Vehicle Exclusions (HCVE). The only exception will be for a public collector roadway that serves a Public School. Arterials, truck routes, major emergency response routes, bus routes will generally not be considered appropriate for traffic calming. Also, roads not under the jurisdiction of the Town of Dedham are not eligible. (e.g. State Roads, MDC, Private Ways, etc. are not eligible).

INTRODUCTION

Speeding traffic and cut-through traffic on neighborhood streets is a major concern in the Town of Dedham because of its detrimental impacts on the safety and livability of our streets.

Neighborhoods where speeding occurs experience unsafe conditions for pedestrians, bicyclists, and other drivers, as well as the negative environmental impacts of noise and air pollution. Many communities around the state and nation have turned to engineering solutions for speeding commonly known as “traffic calming”.

The Institute of Traffic Engineers (ITE) defines traffic calming as, “the combination of mostly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for nonmotorized users”.

In plain English, traffic calming is building or retrofitting roadways with certain features and characteristics that induce drivers to slow down and pay more attention to their surroundings.

The Transportation Advisory Committee has adopted this comprehensive policy to guide the implementation of traffic calming in the Town of Dedham.

HOW WILL TRAFFIC CALMING BENEFIT DEDHAM?

Reduced vehicle speeds and increased driver attentiveness obtained through the appropriate use of traffic calming offer Dedham the following benefits:

- Reduction in the probability and severity of crashes.
- Increased safety for other drivers, including those entering/exiting the roadway at intersections or driveways.
- Increased safety for pedestrians, bicyclists, and transit users promoting greater use of these sustainable modes of transportation.
- Reduction of dangerous driving behaviors.
- More attractive streets and neighborhoods through the addition of sidewalks, trees, street furniture and other aesthetic features of traffic calming.
- Reclaiming streets so that walking and biking are safe and attractive options throughout the Town.

HOW IS TRAFFIC CALMING ACHIEVED?

The Massachusetts Highway Department divides traffic calming into three major categories of design measures.

1. Narrowing the real or apparent width of the street.
 - a. Pavement cross-section features including on-street parking, spot narrowing, bike lanes, travel lane width reduction, medians, islands, and road diets.
 - b. Placement along the street of buildings, trees, signage, and street furniture (e.g. lights, benches, bike racks, bus shelters, etc.).
 - c. Pavement edge treatments like raised curbs, neckdowns, chokers, and bulbouts.

2. Deflecting (introducing curvature to) the vehicle path.
 - a. Mid-block deflection measures including chicanes, lane offsets, short medians, crossing islands and mini-traffic circles.
 - b. Intersection measures including roundabouts, traffic circles, curb bulbouts, lane offsets, crossing islands, and neckdowns.
3. Altering the vertical profile of the vehicle path.
 - a. Speed humps and speed tables.
 - b. Raised crosswalks and intersections
 - c. Textured pavement (e.g. pavers, stamped concrete, etc.)

WHAT TRAFFIC CALMING IS NOT

Citizen complaints about speeding traffic are often accompanied by requests for new Stop signs, traffic signals, turn restrictions, speed limit signs and the like. These are not traffic calming devices, but rather regulatory traffic controls that are governed by either national engineering guidelines, state laws, or both.

The Town frequently receives requests for new Stop signs to “slow down traffic” and “improve safety” on a local street. Not only are Stop signs not a traffic calming measure, but research shows that installing unnecessary Stop signs can often result in more collisions and more speeding.

Another common traffic-related request involves the lowering of posted speed limits on Dedham roadways. This is another regulatory control governed jointly by the Massachusetts Highway Department and the Registry of Motor Vehicles through a state approval process that requires documented speed and engineering studies. Again, most research concludes that driver speed is less a function of posted speed limits and more a function of real or perceived driving conditions.

Unlike the aforementioned regulatory traffic controls that require some form of legal enforcement, traffic calming measures are designed to be self-enforcing. Drivers are slowed down by the physical characteristics of the roadway, not by an artificially imposed speed limit or Stop sign.

Traffic calming is also not specifically aimed at reducing the volume of traffic, though it may have that effect when installed on local streets subject to speeding cut-through traffic.

OBJECTIVES OF THE DEDHAM TRAFFIC CALMING PROGRAM

- Improve the safety and livability of Dedham’s streets and neighborhoods by using appropriately designed and implemented traffic calming measures to mitigate the impacts of traffic while creating safer streets for residents, motorists, pedestrians, and bicyclists;
- Maintain a traffic calming project selection process guided by objective, needs-driven criteria to ensure that limited Town of Dedham resources are utilized in a cost-effective and efficient manner;
- Implement traffic calming measures that are appropriate and effective for a given situation or roadway and improve public safety without jeopardizing emergency response needs, creating hazards or nuisances, or impeding public transit or commercial truck routes;

- Ensure that any proposed traffic calming installation has public support in the affected neighborhood(s) before it is implemented.
- Welcome citizen input and involvement in all phases of the program.
- To the maximum extent practicable, keep heavy commercial vehicles with a carrying capacity over 2.5 tons on the Town's public arterial and collector roadways and off of the public residential/local roadways.

PROCESS FOR INITIATING AND IMPLEMENTING TRAFFIC CALMING PROJECTS

To achieve the aforementioned objectives, the following process will be followed when considering requests for developing, designing, and implementing traffic calming measures on Dedham roadways.

This process provides for the submission of traffic calming requests and their evaluation by the Town; the investigation of potential traffic calming solutions and potential development of traffic calming designs by Town of Dedham Engineering Department or consultants; and the continual input and review by the affected neighborhood, the appropriate Boards and Commissions, and elected officials.

The process does not apply to:

- Traffic calming measures that may be required on Town streets to comply with State and Federal standards or warrants;
- Temporary changes in traffic patterns needed to stage special events or accommodate construction;
- Experimental traffic calming measures installed temporarily for research and evaluation by the Town and/or a partner agency or consultant;
- Installation of traffic control devices (e.g. signals, Stop signs, roundabouts, etc.);
- The installation of traffic calming devices that may be required on a Dedham roadway as mitigation for a commercial, residential, mixed-use, or other development project.

SUBMISSION OF TRAFFIC CALMING REQUESTS

Residents, Town Boards, and Department Heads may make requests for traffic calming. A Dedham Traffic Calming Request form must be completed and submitted to the Transportation Advisory Committee.

Town Boards and Department Heads may submit a traffic calming request for any eligible street.

A resident submitting a traffic calming request form for a particular eligible residential/local roadway shall be a resident of that roadway. The resident submitting the application shall be considered the liaison for the submitted request. The liaison will be responsible for keeping the other neighbors of the roadway informed on the status of the request.

As part of the traffic calming request form, the applicant/liaison will be responsible for collecting signatures from a minimum of 40 percent of the properties that abut the requested roadway or roadway segment in support of the request. For example, if there are 10 properties abutting the requested roadway or roadway segment, a minimum of 4 properties must sign the request form. Another example, if there are 19 properties abutting the requested roadway, a minimum of 8 properties

must sign the request form. The resultant number determining what number of properties are needed to meet the minimum 40 percent requirement shall be rounded to the nearest whole number. For example, 4.2 properties would be rounded down to 4 properties and 4.5 properties would be rounded up to 5 properties. Requests will only be considered by the TAC if the minimum number of abutting properties sign the request form.

A copy of the owners of record for all the properties that abut the requested roadway or roadway segment shall be obtained by the applicant/liason from the Assessor's Office located at Town Hall, 450 Washington Street, Dedham, MA 02026 during normal business hours. If more than one owner of record is associated with a particular property, only one of the owners of record is required to sign the request form to be considered a property in support. The TAC may waive the minimum 40 percent of abutting properties requirement should more than 60 percent of the property owners have an address outside of Dedham. A copy of the owners of record sheet(s) provided by the Assessor's Office must be attached to the submitted request form.

A copy of the Traffic Calming Request Form appears at the end of this manual or is available online at www.dedham-ma.gov.

ELIGIBILITY FOR TRAFFIC CALMING PROJECTS

Only public residential/local roadways are eligible for traffic calming projects, including Heavy Commercial Vehicle Exclusions (HCVE). The only exception will be for a public collector roadway that serves a Public School. Arterials, truck routes, major emergency response routes, bus routes will generally not be considered appropriate for traffic calming. Also, roads not under the jurisdiction of the Town of Dedham are not eligible. (e.g. State Roads, MDC, Private Ways, etc. are not eligible). A map showing eligible roadways can be downloaded for reference [here](#).

PRELIMINARY EVALUATION OF TRAFFIC CALMING REQUESTS

Requests for traffic calming will be reviewed by the Town of Dedham Transportation Advisory Committee (TAC). The TAC will review the request to determine if the problem meets the eligibility requirements of this policy and whether or not traffic calming is likely to resolve the problem(s) identified in the application. Valid requests which have the potential to be mitigated through traffic calming will be forwarded to the Engineering Department for an initial evaluation. If a request does not meet eligibility requirements or is not likely to be solved through traffic calming the request will be denied and the petitioner(s) notified.

The Engineering Department will conduct an initial evaluation based upon the criteria shown below in Table 1. Scoring will be given to each criteria based upon the results of the initial evaluation. To be qualified for traffic calming measures, the petitioned roadway must score more than 50 points.

Criteria	Scoring Basis
Speed	Based upon how many mph the 85 th percentile speed is over the speed limit. 2 pts for each mph over the speed limit from 1 to 5 mph over the speed limit and 4 pts for each mph over the speed limit starting at 6 mph over the speed limit.
Volume	1 pt for every 100 vehicles of average daily traffic (ADT)
Pedestrian Route	10 pts if no continuous sidewalk on both sides of the street or 5 pts if there is only a continuous sidewalk on one side of the street.
Traffic Collisions	2 pts for each preventable collision in a 3 year period that occurred along the subject street. 8 pts if a collision involves a pedestrian or bicyclist.
Pedestrian Generators	3 pts for every park, community center, library, commuter rail station, or church located within 1,000 feet of the subject street. 10 pts for each public school within 1,000 feet of the subject street. Allowable points for this criterion shall not exceed 13 points.
Residential Density	1 pt for every 50 dwelling units within 1,000 feet of the subject street.

TABLE 1

For those roadways for which a Heavy Commercial Vehicle Exclusion (HCVE) is requested, the Engineering Department will conduct an initial evaluation to determine the percentage of heavy commercial vehicles Class 8 or greater that travel on the roadway. To be considered eligible for a HCVE, at least 3% of the total daily volume over the study period shall consist of Class 8 or greater heavy commercial vehicles. Heavy commercial vehicle classifications are determined by the Federal Highway Administration (FHWA) and a copy of the FHWA classifications chart can be found at the end of this policy.

Should the initial evaluation determine that at least 3% of the total daily volume, over the study period exists, then the Engineering Department will perform a full study and report following the latest version of "The Massachusetts Amendments to the 2009 Manual on Uniform Traffic Control Devices and the Standard Municipal Traffic Code" as prepared by MassDOT. The final study and report, once approved by the TAC, will then be submitted to the Select Board for their approval prior to being sent to MassDOT for consideration. All HCVEs are regulated by MassDOT and cannot be established without their approval.

Following initial evaluation by the Engineering Department the TAC shall hold a public meeting and notify the petitioner(s) in the affected area of the date of said meeting to allow for public input and to discuss the results of the initial evaluation.

Following public comment, the Transportation Advisory Committee will make a determination as to whether or not the request for traffic calming merits further consideration based upon the results of the initial evaluation.

No further action may be required under the Dedham Traffic Calming Program on issues that can be reasonably addressed by alternative solutions (e.g. low-cost engineering improvements, new signage or markings, expanded enforcement, etc.), or when eligibility requirements/initial evaluation scoring are not met.

If appropriate, the Engineering Department, DPW, Police Department, or other Town agency will pursue agreed upon solutions and provide periodic updates to the Committee on their progress.

TRAFFIC CALMING NEEDS ASSESSMENT

If the Committee determines that a request for traffic calming merits further consideration under the Dedham Traffic Calming Program, it shall request that the Engineering Department prepare a “Traffic Calming Needs Assessment” report for presentation at the next regular meeting following its completion.

The Engineering Department, working in coordination with other relevant Town departments (e.g. Police, Fire, DPW, etc.), shall compile the following data in a standardized report form on the subject area of the traffic calming request:

- Physical Description (width, grade and alignment, number of lanes and width, pavement condition, parking, sidewalks, crosswalks, school crossings, bike lanes, and any other relevant descriptors).
- Street classification (e.g. local street, major collector, etc.).
- Posted speed limits and other regulatory signage or traffic controls.
- Status of roadway as a designated route for:
 - Walking access to a public school
 - Emergency vehicles
 - Transit buses or commercial trucks
- Existing/potential demand for pedestrian and/or bicycle access.
- Proximity to community facilities, schools, parks, and commercial areas.
- Traffic Volume.
- Traffic Speeds (average and 85th percentile).
- Crash and Traffic Enforcement Data.
- Estimated cut-through traffic on street (if applicable).
- Alternative routes that traffic may seek out to avoid traffic calming measures.
- Determine the area to be affected by potential traffic calming (including area on the immediate street(s) and within the area).
- Engineering recommendations:
 - Is the problem area a viable candidate for traffic calming installation?
 - Which traffic calming measure(s) may be appropriate?
 - Could the measures be designed and implemented by the DPW or would outside engineering services be required.
 - Approximate design and installation costs based on local experience or state and national averages.
 - Does the problem merit experimental installation of temporary traffic calming measures before a final determination is made?

REVIEW OF NEEDS ASSESSMENT AND FINAL RECOMMENDATION

The Engineering Department will present the findings and engineering recommendations of its Traffic Calming Needs Assessment to the Transportation Advisory Committee.

Once again, the petitioner(s) and affected neighborhood property owners will be given advance notification of said presentation. The Committee may choose to hear additional public comment during this meeting.

Upon review and discussion of the Needs Assessment, the Transportation Advisory Committee must vote to “Recommend” or “Not Recommend” that the requested traffic calming project be placed on the Town of Dedham’s “Priority List of Traffic Calming Projects”.

In the event that the Committee does not have sufficient information to make a final recommendation, or a traffic problem first merits a test of experimental traffic calming measures, a vote on the matter may be tabled for a period not to exceed ninety (90) days.

Traffic calming requests that receive a “Not Recommend” vote remain eligible for future consideration but must wait one (1) year before they can be resubmitted.

If the TAC votes to “Recommend” the traffic calming project, it will be sent to the Select Board for their approval. If the Select Board vote to approve a recommended traffic calming request project, the TAC will then create an outreach page on the Town’s website under the TAC that will outline the intent and extent of the traffic calming project. A flyer will also be sent out by the Town to those properties identified as the Affected Area informing them of what may be occurring on their roadway or within their neighborhood.

Traffic calming projects implemented will typically go through a minimum 6-month trial period to allow the Affected Area time to live with the installed traffic calming measure. Some traffic calming measures are temporary in nature due to the costs to install permanent measures. After that trial period, ballots will be sent to the property owners on the primary roadway and within the affected area (as determined during the needs assessment and as a result of public comment). A traffic calming project will be considered permanent or placed on the priority list for the funding needed to install permanent measures if at least 75% of the residents on the primary roadway and 60% of the residents in the affected area are in favor of the project as determined by the returned ballots. Ballots that are not returned by the property owners to the TAC will be considered not in favor of the traffic calming project. Certain properties may be considered not to count towards the required percentages should certified mail attempts be returned to the Town from the USPS.

PRIORITY LIST OF TRAFFIC CALMING PROJECTS

The Town of Dedham may have more potential traffic calming projects than it has funding and staff to implement them in a given year.

A priority ranking of traffic calming projects will be created and maintained by the Transportation Advisory Committee based on the initial evaluation scoring. If at the time of the request, the subject street is part of the Town’s approved 3-year pavement management program, it may be placed at the top of the priority list at the discretion of the TAC regardless of its initial evaluation score.

Each fiscal year, the Engineering Department will submit a formal request to the Town of Dedham's Capital Expenditure Committee (CEC) for funding of the design and/or construction of recommended projects in ranked order on the Priority List of Traffic Calming Projects.

Traffic calming projects will compete for funding as part of the Town's annual Capital Expenditure Committee (CEC) process. High priority traffic calming projects, if successful in that process, will then be placed on the approved CEC list as recommended to the Town Manager by the Capital Expenditures Committee.

Funding of traffic calming projects, like all other proposed expenditures of Town funds, will be subject to final approval and appropriation by Town Meeting.