



# Traffic Calming Program

## APPLICATION PACKET

**Department of Public Works  
Village of Downers Grove  
5101 Walnut Avenue  
Downers Grove, IL 60515**

**Phone: 630-434-5460 Fax: 630-434-5495**



# **TABLE OF CONTENTS**

## **TRAFFIC CALMING PROGRAM**

---

- 1. What is Traffic Calming?**
- 2. Typical Traffic Calming Program Review Process**
- 3. Traffic Calming Petition Process Flow Chart**
- 4. Traffic Calming Petition Form**
- 5. Traffic Calming Policy**



# 1. WHAT IS TRAFFIC CALMING?

Neighborhood traffic issues, consisting of vehicular speeding, cut through traffic, and general congestion, have become issues of significant importance. The last several Citizen Surveys have indicated traffic issues to be top Village concerns.

Traffic Calming involves strategic educational, physical and operational changes to streets to reduce vehicle speeds and to decrease negative impacts from automobiles.

The Village uses three primary methods to create a safe environment for vehicular and pedestrian traffic and to prevent accidents. These three methods are sometimes referred to as the three E's of safety (Education, Enforcement and Engineering). The 3 E's can be used in the overall traffic safety plan for the Village of Downers Grove.

The first step is to Educate the motoring public about an issue by raising awareness and changing driver attitude. The second step would be Enforcement action, which is designed to have an immediate impact on driver conduct and influence future behavior. The last option is to make Engineering or structural modifications to the roadway to prohibit certain vehicular movements or encourage vehicles to drive at appropriate speeds. While Engineering may assist in controlling behavior, education and enforcement are necessary to try to address the human factor in unsafe acts.

There is no doubt that unsafe conditions can sometimes be eliminated through the proper application of engineering principles. These principles should be applied to problems that are posed by unsafe conditions. Safety engineering can't always be effective in cases where human behavior causes an unsafe act. Safety education is the most effective tool in the prevention of human causes of accidents. In most cases, accidents can be prevented through adequate safety engineering and education; however, there is the reality that some people will fail to comply with accepted safety standards no matter how much engineering has been completed or how much education has been performed. In these cases effective enforcement measures will need to be in place.

It should be clear that no single element of the 3 E's can provide the absolute answer to all traffic safety concerns. Rather, there is a need for an integrated approach to such a complex issue. It will be essential to analyze the hazard or traffic problem in question prior to selecting the proper E or combination of E's to decrease or eliminate the potential hazard or problem.

Traffic control devices are designed to keep traffic on the appropriately classified road. They do so by making the travel time on residential streets longer than the travel time on the adjacent arterial roads. Traffic calming devices need to be part of a scheme extending along a street, several streets, or neighborhood to be effective. The objectives are to

control traffic over an area, not an isolated location, and to be compatible with street activities and adjacent land uses.

Residential streets serve many functions. They may provide for on-street parking, circulation and access to properties for owners, visitors, service and emergency vehicles. Children play there; neighbors meet and socialize there. People use streets as an extension of their yards. Residential streets are not meant for high volume or high speed traffic.

Residents expect their streets to be:

- Safe for their children as well as themselves;
- A place where people have freedom of movement;
- A quiet place devoid of excessive traffic;
- A place where vehicles travel slowly, sharing the space with pedestrians and bikes.

Village staff will strive to incorporate the following objectives:

- Work with neighborhood groups and homeowners to develop traffic calming measures on a neighborhood-wide basis as needed.
- Traffic calming measures shall not intentionally relocate the same problem to another street or neighborhood.
- Avoid restricting reasonable access and egress.
- Use self-enforcing measures where appropriate.
- Promote non-motorized transportation mode (walking, bicycling) wherever possible.
- Consider all services (school bus, transit, emergency snow plowing, garbage, etc.).
- Monitor and follow-up on a neighborhood-wide basis.



## 2. TYPICAL TRAFFIC CALMING PROGRAM REVIEW PROCESS

---

### 1. Preliminary Dialogue with Public Works Staff

A preliminary dialogue with Public Works staff (in person visit, letter, e-mail, or phone call) is needed to discuss the traffic issue or concern and to communicate the traffic calming program review process. During this dialogue, the petitioner will receive preliminary feedback about the issue or concern and the policies of the Village of Downers Grove.

### 2. Submittal of a Petition

Following the preliminary dialogue with staff, the petitioner is encouraged to submit a completed Traffic Calming Program Petition Form (attached) to the Transportation Division Manager as addressed on the form. The petition should have a minimum of five supporting signatures, each from a different address, to initiate a staff review. The Form is available on the Village's web site at [www.downers.us](http://www.downers.us), or staff can mail a copy to the requestor.

### 3. Staff Review

Once a completed petition is received, Staff will begin collecting and reviewing data. The data collected and reviewed will include new or existing traffic studies, accident reports and any additional information needed to provide an accurate staff review. If data is not available for the location(s) petitioned, staff will schedule to have the necessary data collected and studied. **Note that certain data collection cannot be done during snow or wet weather conditions.** After staff reviews the necessary data, a written summary will be sent to the petitioner of the findings, petition status, and any additional steps, if needed, to complete the staff review. At this time, based upon staff recommendations, the Village Manager may authorize temporary traffic calming techniques or improvements. Affected residents will be notified prior to any temporary traffic calming installations. **Staff review time will be necessary to study the impacts of the temporary installations.**

### 4. Neighborhood Meeting (Optional)

In conjunction with staff review, a Neighborhood Meeting may be scheduled to discuss with affected residents, the findings, traffic issues or concerns, possible solutions and additional steps needed to complete the staff review.

### 5. Transportation and Parking (TAP) Commission Review

Following staff review, the petition will be presented at the Transportation and Parking (TAP) Commission's regularly scheduled meeting for review. Potentially affected residents will be notified of the meeting and notification signs may be posted along the affected street to also provide notice. The TAP Commission will consider the petition, hear any other concerns which may be presented, consider a recommendation prepared by the Village Staff and make a recommendation to the Village Council. TAP recommendations to Council can be approved, approved with conditions, tabled or denied. **Each petition with TAP Commission recommendation will be presented to Village Council for deliberation, regardless of the Commission's recommendation.**

### 6. Village Council Workshop/Meeting

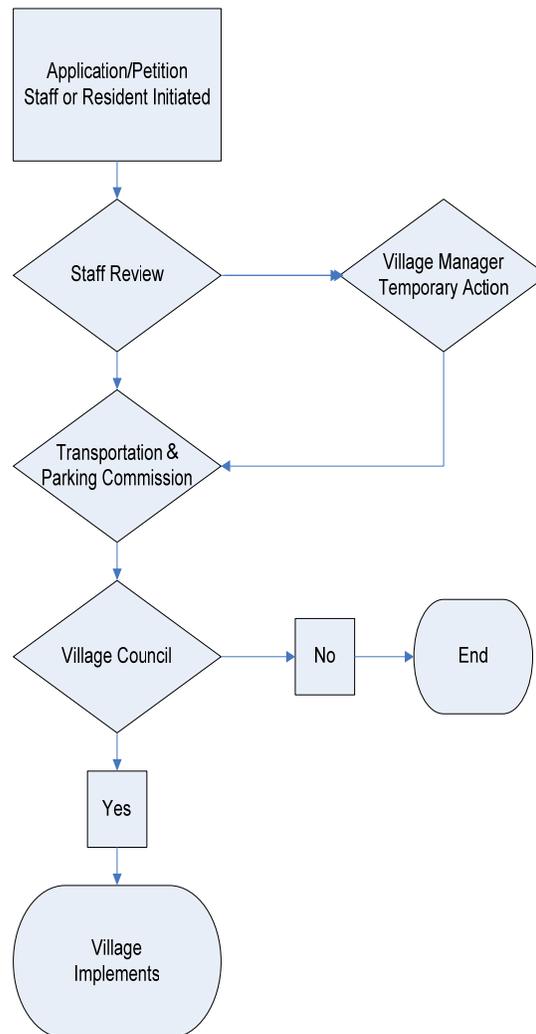
The petition and TAP Commission recommendation will be scheduled for a Village Council Workshop meeting a minimum of 35 days after the TAP Commission review. The Village Council will review the TAP Commission recommendation for the petition and Approve, Deny, Modify or Remand it back to the TAP Commission for further consideration. If the Village Council approves physical improvements to a street, the improvements will be scheduled by the Village staff, **dependent upon the season, personnel availability and budgetary constraints.**



# 3. TRAFFIC CALMING PETITION PROCESS FLOW CHART

---

## Proposed Traffic Calming Process





## 4. TRAFFIC CALMING PETITION FORM

Thank You for expressing interest in the Village's Neighborhood Traffic Calming Program (NTCP). Please complete the information requested below and return it to the Village of Downers Grove Public Works Department.

This form can be mailed, dropped off or faxed to:

***Transportation Division Manager  
Department of Public Works  
5101 Walnut Avenue  
Downers Grove, IL 60515  
FAX 630-434-5495***

(Contact Person's) Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work/Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

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

On the following lines describe your traffic concerns and their location. Attach additional pages if needed:

---

---

---

---

---

---

This petition must have a minimum of five supporting signatures, each from a different address, to initiate a staff review. Attach additional pages if needed.

**Name**

**Address**

1.

2.

3.

4.

5.

***To be completed by Village Staff***

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

Received by (Dept. & Staff Initials): \_\_\_\_\_



# Village of Downers Grove

## Official Village Policy Approved by Village Council

Description:	<b>Traffic Calming Policy</b>	
Res. or Ord. #:	<b>Ord. 4986</b>	Effective Date: <b>June 17, 2008</b>
Category:	<b>Engineering and Public Works</b>	
	<input type="checkbox"/> New Council Policy	
	<input checked="" type="checkbox"/> Amends Previous Policy Dated: <b>03/15/05; 10/21/91</b>	
	Description of Previous Policy (if different from above):  Combining Inappropriate Use of Local Streets with Traffic Calming	

### **ORDINANCE NO. 4986**

#### **AN ORDINANCE AMENDING THE POLICY OF THE VILLAGE COUNCIL WITH RESPECT TO TRAFFIC CALMING**

WHEREAS, the Village Council of the Village of Downers Grove has determined that it is necessary and desirable to periodically monitor roadways to determine traffic volumes, vehicular speeds, parking activity and pedestrian usage; and

WHEREAS, it is the policy of the Village of Downers Grove to maintain, regulate and promote roadway use and safety in all forms, including, but not limited to, motor vehicles, pedestrians, bicycles, etc., on highways and other public thoroughfares of the Village of Downers Grove, while essentially allowing for access to property and for utility rights-of-way; and

WHEREAS, the Village Council of the Village of Downers Grove realizes that in certain circumstances when vehicular volumes and/or travel speeds are excessive and may threaten the public safety and welfare, it may be in the public's best interest to study such public thoroughfares in an effort to attempt to restore appropriate levels of vehicular and pedestrian safety through the use of traffic calming measures; and

WHEREAS, the objective of this Policy is to efficiently and effectively respond to traffic, speeding and safety concerns and to develop corrective or mitigating action which proposes to encourage and promote vehicles to travel an appropriate speed and to redirect inappropriate local street traffic to a designated arterial or collector roadway and not an adjacent or parallel local street.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village Council, the Village Manager and the Transportation and Parking Commission or other appropriate recommending body will consider the implementation of traffic calming devices and measures as described in this Policy, as deemed appropriate. In an effort to achieve the objectives of this Policy, a variety of traffic calming techniques, including physical devices and operational measures, may be employed. The Village Council and/or the Village Manager shall

determine the traffic calming technique(s) to be employed in each specific circumstance on a case by case basis.

2. That the Village Manager and his/her designees are hereby authorized and directed to receive and appropriately respond to requests from residents or businesses for traffic calming measures. The Village Manager may refer such requests to the Transportation and Parking Commission for evaluation. Pursuant to Section 2.6 of the Village Code, the Transportation and Parking Commission is authorized to receive, investigate, evaluate and report to the Village Council on transportation activities on public property. The Village shall strive to seek input from and obtain a recommendation from the Transportation and Parking Commission on traffic calming issues when appropriate and practicable, prior to the deployment of a permanent traffic calming device or operational measure. The Transportation and Parking Commission's consideration of a traffic calming issue shall be conducted pursuant to Section 2.6 of the Village Code. In certain circumstances, the Village Council may, within its discretion, refer a traffic calming issue to any other recommending body for input and recommendation (i.e. Plan Commission, Public Safety Committee, etc.).

3. Traffic calming devices and operational measures may be used on any public street, public property (such as Village-owned parking areas) or thoroughfares located within the Village; provided that if used on any arterial and collector streets established as part of the Village's Future Land Use Map such devices or measures shall not unduly limit or restrict the flow of traffic throughout the Village and shall be employed in a manner to allow arterial and collector streets to function appropriately within the Village's street system as established as part of the Future Land Use map.

4. (a) The following standards will be applied when evaluating a request for traffic calming devices and operational measures:

- i. The segment of a street or public property is chronically experiencing an inordinate number of vehicles traveling in excess of the posted speed limit;
- ii. The segment of a street or public property is prone to experiencing a significant number of vehicles traveling at extreme speeds above the posted speed limit;
- iii. The segment of a street or public property is experiencing unintended or excessive traffic volume (i.e. cut-through traffic);
- iv. The requested traffic calming device or operational measure will not unduly limit, restrict or have any negative impacts on the flow of traffic throughout the Village;
- v. The requested traffic calming device or operational measure will not substantially affect or frustrate the intended use of streets within the established street system, as established by the Future Land Use Map;
- vi. The requested traffic calming device or operational measure will not negatively impact the delivery of Village services;
- vii. The requested traffic calming device or operational measure will not significantly alter the character of the neighborhood;
- viii. The requested traffic calming device or operational measure will not have a negative impact on the public health, safety and welfare.

In addition to the above standards, other relevant factors deemed appropriate that are specific and unique to a particular situation may be considered when evaluating a request, including, but not limited to, school and/or park proximity and pedestrian access.

(b) In the event that the Village wishes to pursue traffic calming devices or operational measures on any street that falls within the jurisdiction of the State, the County or Township, the authority having jurisdiction must review and approve the proposed traffic calming devices or operational measures prior to implementation.

5. The Village Manager may authorize the deployment of certain traffic calming devices and operational measures on a temporary basis, not to exceed a maximum of 180 days, except in cases in which the temporary measures are subject to the provisions specified in Section 14.4 of the Municipal Code, in which case the Village Manager's temporary suspension of regulations related to motor vehicles and traffic shall not exceed 60 days. The Village Manager may extend the timeframe for the use of temporary traffic calming devices and operational measures to allow time for the scheduling of a public meeting before the Transportation and Parking Commission and/or to allow for favorable weather conditions for the implementation of the Village Council approved permanent traffic calming devices.

6. The Village Council, upon receipt of a recommendation from the Village Manager and/or a recommendation from the Transportation and Parking Commission or other recommending body, as appropriate, may authorize the deployment of traffic calming devices and operational.

7. Once a traffic calming device or operational measure is approved, the Village shall have the right to prioritize the implementation of such device or measure. The Village's ability to construct approved traffic calming devices may be limited by budgetary constraints. In the event that there are multiple approved traffic calming devices which design and construction costs exceed the amount of funding in the approved municipal budget, the Village Council shall determine the priority of the traffic calming projects.

8. Once a traffic calming measure is implemented, the Village will continuously monitor its effectiveness and periodically report its findings to the Transportation and Parking Commission and/or the Village Council.

9. The validity of any ordinance or resolution otherwise passed in accordance with applicable law shall not be invalidated, impaired or otherwise affected by non-compliance with any part of a procedure or policy set forth herein.

10. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

11. That this ordinance shall be in full force and effect from and after its passage as provided by law.

\_\_\_\_\_  
Ronald L. Sandack, Mayor

Passed: \_\_\_\_\_

Approved: \_\_\_\_\_

Attest: \_\_\_\_\_

April K. Holden, Village Clerk