



City of Kelowna
 1435 Water Street
 Kelowna, BC V1Y 1J4
 250 469-8500
 kelowna.ca

Council Policy

Neighbourhood Traffic Management

APPROVED June 18, 2001

RESOLUTION: R375/10/04/26
 REPLACING: R498/01/06/18
 DATE OF LAST REVIEW: April 2010

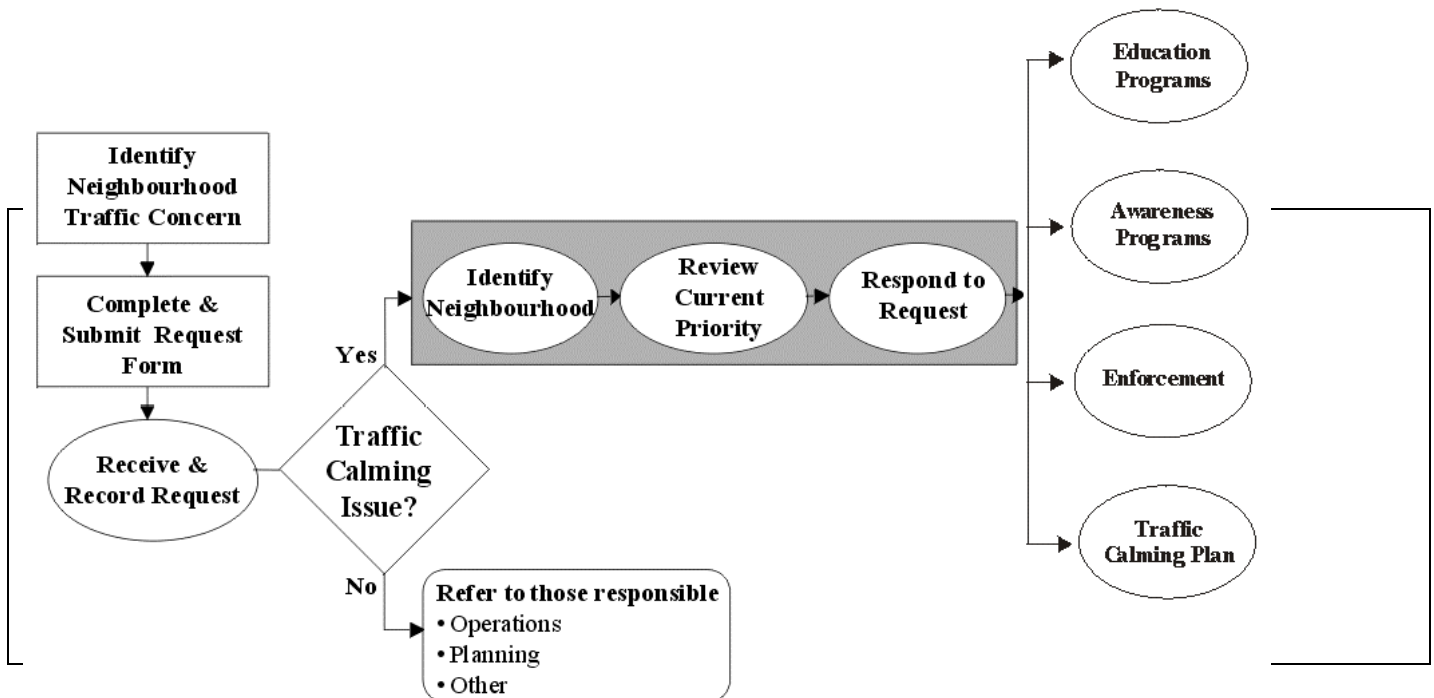
A. BACKGROUND

The City Of Kelowna recognizes that there are a range of neighbourhood traffic related issues that may arise and that many of the current functions within the City administration already address these issues (ie. safety at intersections, pedestrian crossings, etc.). However, issues such as high vehicular traffic volumes, short-cutting and speeding vehicles on residential roadways are not addressed through any current functions of the City Transportation Services Branch and may require a comprehensive approach to develop solutions beyond spot treatments.

The solutions to neighbourhood traffic issues and concerns may include education, awareness and enforcement programs as well as traffic calming measures. These strategies, to be developed for individual neighborhoods, are essentially intended to address concerns by restoring the local residential streets to their intended function by slowing traffic, discouraging short-cutting and reducing conflicts. Due to the requirement for mobility within the community, this policy does not apply to roadways classified as major collectors or arterials.

B. RESPONDING TO PUBLIC REQUESTS

The City will utilize the following customer-friendly process for handling requests for neighbourhood traffic management on an ongoing basis. In general, the process is designed to ensure that all requests in the community and other neighbourhoods are considered in a fair and equitable manner, and that the concerns of all residents and other members of the community are considered together. The process is illustrated and briefly summarized below.



B. RESPONDING TO PUBLIC REQUESTS CON'T

- a. Residents may identify neighbourhood traffic issues to the City Transportation Services Branch in writing, by phone, fax or email.
- b. The City will review comments and requests, which will then be combined with the overall requests for that neighbourhood and/or referred to other related departments for appropriate actions (i.e., Operations, Planning, etc.).
- c. The City will respond to all requests, and, if applicable, inform the resident of the process for considering neighbourhood traffic issues and indicate the City's current priorities.

C. STUDY AREAS

Although measures can be implemented at a single point of concern, the City will develop plans at a neighbourhood level. The experience of other municipalities strongly suggests that the success in developing and implementing neighborhood traffic management plans is influenced by the involvement of the entire community. In general, this approach recognizes the whole system of streets and land uses within the area and treats the road network as a community facility.

- a. The City has established boundaries for approximately 50 neighbourhoods for the purpose of recording community traffic concerns on an ongoing basis. While the boundaries generally follow the arterial and major collector street system as well as other natural features, they are designed to incorporate those areas where the implementation of traffic management measures on a given street may impact residents on adjacent streets within the area.
- b. It is not the City's intent to develop neighbourhood traffic management plans in every neighbourhood. The neighbourhood boundaries outlined in the Policy merely facilitate the collection and monitoring of community concerns as part of the annual review process.
- c. For the purpose of undertaking the development of neighbourhood traffic management plans, the City may combine areas that are in close proximity and / or with similar issues in order to deliver overall economies of scale with the level of effort required to develop the plan.

D. PRIORITIZING STUDIES

Each of the neighbourhoods will be prioritized based on primary and secondary criteria as follows:

- a. The primary criterion is limited to the request for neighbourhood traffic management. In other words, if there are no requests to address such issues the neighbourhood would not be considered. The secondary criteria would be applied to those areas where requests for neighbourhood traffic management measures have been made. The secondary criteria include quantitative and qualitative factors such as:
 - i) *Number of Request Locations.* The number of locations within a community in which traffic calming concerns have been identified. NOTE that what is being referenced is the number of locations or separate issues within a neighbourhood, and not the number of individual requests.
 - ii) *Reported Collisions.* The number of reported collisions within each neighbourhood not including the arterial road system (if data is available).
 - iii) *Availability of Sidewalks in Pedestrian Areas.* The presence, or lack thereof, of sidewalks in key pedestrian zones.
 - iv) *Difficult Road Geometry.* Locations in which neighbourhood traffic issues have been raised and the road geometry is known to be poor.
 - v) *Pending Road Improvements.* Any changes to the major road network that may alleviate some of the neighbourhood concerns and therefore delay (perhaps indefinitely) the need to develop a traffic management plan.
 - vi) *Road Rehabilitation Programs.* Any planned rehabilitation of neighbourhood streets that may accelerate the need to address concerns and combine the implementation of traffic calming measures.

Each secondary criterion will be rated for each neighbourhood on a scale of 1 through 5, where 1 indicates that the criterion is not significant within a particular community, and 5 indicates that it is very significant, and the potential projects will be ranked accordingly.

E. FUNDING

The City of Kelowna will fund neighbourhood traffic issue assessment, neighbourhood plan development, implementation of measures, on-going monitoring, and operations and maintenance of any neighborhood traffic management priorities that have been delivered through the scope of this policy. The activity level in any given year will be dictated by budget limitations.

F. PREPARING PLANS

a). Community Involvement

For a neighbourhood traffic management plan to be successful, the community must be supportive of the plan. The only means of gaining this support is to involve the entire community from the earliest stages of developing the plan. In this regard, a neighbourhood advisory group will be established for each plan being considered. The community involvement strategy is consistent with the Transportation Division's Communication Guidelines.

b). Study Process

Neighbourhood traffic management plans will be developed through a four-step process that is comprised of technical activities as well as the involvement of the community. The four -step process is highlighted as follows:

- i Study Initiation involves the preparatory activities and initiatives to increase awareness of the study as well as commitment from members of the community.
- ii Problem Identification ensures that all issues are identified early in the study process through community involvement. Additionally, data is collected to confirm the actual problems and define patterns and locations as necessary.
- iii Plan Development stage is designed to identify all traffic calming measures throughout the neighbourhood proposed to address traffic management issues. The community and key agencies are involved in identifying candidate measures and developing the preferred plan.
- iv Implementation Strategy involves the phasing and design of traffic calming measures, as well as defining a monitoring program subsequent to the installation of measures.

c) Range of Traffic Calming Measures

The Canadian Guide to Neighbourhood Traffic Calming, published jointly by the Transportation Association of Canada and the Institute of Transportation Engineers in 1998 is the primary reference for this policy where traffic calming measures are being considered. It provides details on the application (suitability and effectiveness) of traffic calming measures as well as guidelines for design. Additionally, as experience continues to develop, this document will be supplemented the City's Transportation Services Branch to provide further information in terms of selecting measures within the City of Kelowna and specific local design treatments.

REASON FOR POLICY

Guide the process of administering traffic management plans and developing and implementing traffic management measures on local and minor collector residential roadways..

LEGISLATIVE AUTHORITY

Council Resolution.

PROCEDURE FOR IMPLEMENTATION

As outlined in policy.