

City of Laguna Niguel

27801 La Paz Road
Laguna Niguel, CA 92677

CITY OF LAGUNA NIGUEL RESIDENTIAL TRAFFIC MANAGEMENT POLICY

Adopted By City Council on 7/13/1993

(Revised 6/3/97, 8/5/97, 1/28/98, 5/2/00, 8/1/00, 1/02/01, 6/5/01, 10/1/02, 11/1/05)

Of all the traffic related issues that are addressed by the City, the most time consuming and controversial is the issue of residential traffic management.

The City has completed a review of past Traffic Commission actions and the actions of other cities and has determined that an incremental approach is the common method for dealing with these requests. Basically it involves evaluating the request and then trying enforcement and education as first steps. If these are not effective, then traffic controls are tried, followed by roadway features (with road bumps being the last resort for those residential streets that qualify).

This policy is designed to address concerns on residential streets. These streets have homes facing them and have a speed limit of 25 mph. Other streets, that do not have homes on them and generally lead out of a neighborhood, are not covered by this policy. However, some of the same traffic control and enforcement methods (except road bumps) can be applied to these types of streets.

The City's policy is as follows:

I. REQUESTS

A. Initial Response to a Single Complaint

If the complaint about speeding is from a single individual and there is no record of previous complaint in the past six months, then the matter will be directly referred to Police Services. The standard response will be to use the radar trailers as described below and to provide enforcement. A letter may be sent informing the resident of the action.

B. Group or Multiple Complaints

Group, multiple, or first time Homeowner's Association requests will be handled with a slightly more detailed process. The City will collect speed and volume counts to help determine trends or identify times when speeding may be occurring. This information will be referred to Police Services. Police Services will then use the radar trailers as described below and implement one of its speed enforcement programs. Letters may be sent to the requesting parties explaining what has been done and what conclusions were reached.

C. Follow-up Requests

1. Individual Follow-up Complaints

If an individual continues to request action, but there is no indication of concern by a group, the HOA or several residents, then the only additional steps will be the continued use of radar trailers and enforcement.

2. Group Follow-up Complaint

If, after a minimum of 60 days, a group is unsatisfied with the measures used to address their initial concerns, then the group shall submit a letter either from the Board of Directors of the Homeowner's Association or a letter (see attached sample) signed by a majority of the residents on the street where the problem exists asking that the City pursue additional methods. These follow up requests need to be in writing so that the City clearly understands what is being requested and why. It also lets the City know that the majority of residents want additional action taken and that the steps the City might take in response to the request will be acceptable to the residents. In response to this request, the City will send out a letter explaining the policy, the actions that the City will be implementing and the incremental approach to residential traffic control.

D. Follow-up Steps and Procedures

There are several follow up steps that can be used to respond to group concerns. Each step will be implemented one at a time in the order listed below, unless the City determines that multiple steps are appropriate. Each additional step will require a follow-up request from the group. Each step will include the use of the radar trailers and enforcement. A minimum of 60 days shall pass between each step so that the effects of the previous step can be evaluated. The evaluation shall include a review of the enforcement efforts that have been applied. The Traffic Commission or City Council may request additional enforcement efforts prior to implementing the next step, if they believe that it is necessary to accurately judge the effectiveness of the previous steps and enforcement efforts. If the evaluation of a step indicates an improvement, then no additional steps will be implemented, unless they are deemed absolutely necessary for public safety.

- 1) The first follow up step will be the mailing of the residential speed information letter to the residents that are likely using the street. The letter will explain that a complaint has been received and that all drivers are part of the same neighborhood and that all drivers need to drive carefully and defensively in residential areas. The letter does not "point fingers" at individuals, but will explain some common facts about residential speed limits, stopping distance, etc. (see attached sample letter).
- 2) The next step will be the use of site visits with the residents. This can include, but is not limited to, having an officer meet with the concerned residents and letting them use a radar gun to observe vehicle speeds (preferably during the peak times) and/or having an officer speak to a habitually offending driver in person.

- 3) The next step will be the installation of appropriately spaced speed limit signs.
- 4) The next step will be the installation of "25" m.p.h. pavement legends adjacent to the speed limit signs.
- 5) The next step will be the installation of "radar enforced" signs either the "word" type or the experimental international warning sign.
- 6) The next step will be the installation of centerline and/or edgeline striping. This striping effectively narrows the roadway from a driver's perspective. Narrowing the roadway has been shown to reduce speeds. The amount of reduction will vary depending on the conditions.
- 7) If, after all the steps have been implemented and evaluated, there is no improvement in the conditions, then the City will consider the installation of road bumps for streets that qualify (see below).
- 8) If a road bump vote fails to obtain the minimum required number of votes, the City will not install road bumps, but may consider other options, including additional/modified signing and striping and/or the installation of permanent radar units.

II. DATA COLLECTION AND OBSERVATION

Data collection can occur at any point in the process, depending on the conditions and how much information is needed to respond to a concern. Staff will complete some or all of the items listed below, if the conditions on a particular street will be discussed at a Traffic Commission meeting.

- Collect speed and volume counts
- Review sight distance, curvature
- Identify any unusual conditions
- Identify bus stops and suggested routes to school
- Inventory existing signing and striping
- Identify the "draw area" for the street (the residential area that is using the street)
- Identify the general function of the street
- Complete confirmation counts as necessary
- Complete a license plate survey (if appropriate)

III. DISCUSSION OF FINDINGS

If the data collection identifies an unusual or unique condition, then the findings will be presented to the residents. This can be done in writing or with a discussion at Staff level or at a Traffic Commission meeting. Results will be compared to results from other streets in the City. Realistic options should be discussed at this point, as well as solutions that are clearly not reasonable, such as cul-de-sacing a street.

A. Options the City has Determined to be Inappropriate

Turn Restrictions, Diverters and Cul de Sacing

Sometimes, in conjunction with requests, residents or groups ask that major steps be taken. These steps include, but are not limited to, installing turn restrictions, installing diverters to redirect traffic or cul-de-sacing the street. These steps are not part of the policy, because they result in dramatic changes to traffic patterns and affect large areas. Also, they often result in a "shift of the problem" and do not directly address the concerns. The previously described steps directly address the main concern of speeding and will be the basis for the City's response to requests/complaints about speeding.

Stop Signs as Speed Control Devices

Another common request is to install stop signs as a "speed breaker". Where stop signs are installed as nuisances or speed breakers, there is a high incidence of intentional violations. In those locations where vehicles do stop, the speed reduction is effective only in the immediate vicinity of the stop signs (100-200 feet) and frequently the speeds are actually higher between intersections as drivers try to make up for lost time. For these reasons, stop signs should not be used as speed control devices.

Children at Play Signs

An often requested item is the installation of "Children at Play" or other similar signs. Parental concern for the safety of children in the streets near home and the misplaced, but widespread, public faith in traffic signs to provide protection often prompt these requests.

Although some other states have posted such signs widely in residential areas, no factual evidence has been presented to document their success in reducing pedestrian accidents, operating speeds or legal liability. Studies have shown that many types of signs attempting to warn drivers of normal conditions in residential areas have failed to achieve the desired safety benefits. If signs encourage parents and children to believe they have an added degree of protection, which the signs do not and cannot provide, a great disservice results.

Because of these serious considerations, California law does not recognize, and Federal Standards discourage, use of "Children at Play" signs. Specific warning signs for schools, public parks and other recreational facilities are available for use when clearly justified.

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Children should not be encouraged to play within the street or to enter into the street without due care. This sign has long been rejected, since it is a direct and open suggestion that this type of behavior is acceptable.

B. Use of Radar Trailers/Enforcement

Some of the most useful tools the City has in dealing with speeding in residential streets are the use of radar trailers and enforcement. The use of radar trailers is the most visible response to a request and is effective in informing drivers of speed limits and their own habits.

In accordance with this policy the City has adopted general guidelines about the use of the trailers as follows:

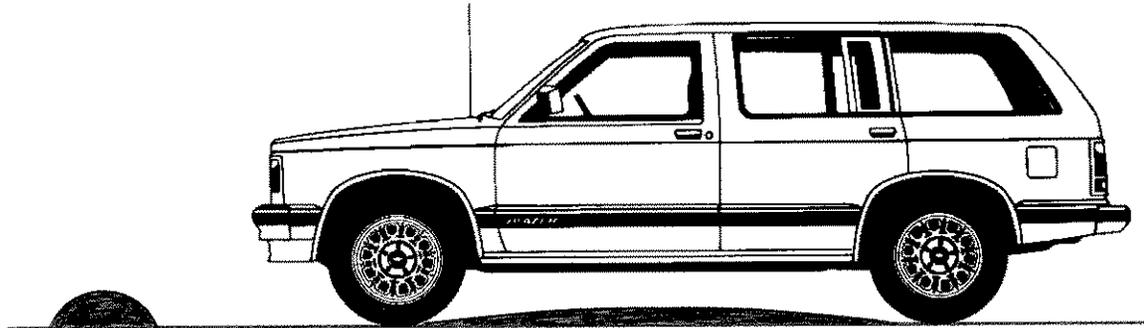
- 1) The trailers shall be used at least once every 4 - 6 weeks on the streets that are a continuing source of concern to the residents. Staff will develop this list. The list will include streets by schools, even if complaints by residents are not received for these streets.
- 2) When a request is made for a "new" street, that street shall have the trailers placed at least once every 4 - 6 weeks for the first three months following the request.

There are generally two levels of enforcement, routine and directed. In response to a typical complaint, Police Services will provide routine enforcement when time and manpower permits. This is particularly effective when used with the radar trailers. Directed enforcement will be used primarily for follow up requests, but can be used at any time, if deemed appropriate.

It is the goal of the City to provide the best possible level of enforcement in residential areas, while still providing the highest level of service on a citywide basis.

IV. ROAD BUMPS

Road Bumps will be used only as a last resort in dealing with neighborhood speeding problems and will only be considered once other measures have been tried and have failed to make a difference in an identified problem. The established criteria for road bumps are outlined below. Any street not meeting the requirements for road bumps will not have road bumps installed, even if other measures were not effective.



SPEED BUMP

ROAD BUMP

A road bump is an artificially created, relatively gentle rise in the pavement of a local residential street. The above figure compares a road bump to a speed bump commonly found in parking lots. *The purpose of road bumps is to lower speeds on local residential streets.* Recently, road bumps were installed on Weatherwood and Kensington Drive in Laguna Niguel, and they have reduced traffic speeds on these streets.

In July, 1993, the City Council approved the use of road bumps as a tool for potential use in appropriate situations. Road bumps may be installed only when it is desired to reduce speeds on local residential streets and when specific criteria can be met (please refer to the attached Procedures and Guidelines). Road bumps are certainly not the answer to all speeding problems, and they are not appropriate for all situations. Rather, they are another tool for managing speeds on residential streets. They have a number of disadvantages, including delay to emergency vehicles, potential diversion of traffic to other residential streets, increased noise, general inconvenience to the driving public and an unattractive appearance.

Road bumps are still experimental in the sense that no State or national guidelines have been issued for their use or design. Thus, there is considerable variation in road bump installations among various cities. If State or national guidelines were issued, Laguna Niguel's guidelines might need to be modified to conform. In the future, our guidelines may also need to be modified based on our own experiences.

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If you live on a local residential street in Laguna Niguel, and you believe that there is a speeding problem on your street, you may wish to request that the City review the situation. Before you make your request, please read the attached Procedures and Guidelines, especially the four (4) "Basic Criteria". These are four (4) of the many criteria which your street must meet before the City could consider installing road bumps, and they are things you may already know about your street. Item 1 under "Basic Criteria" requires that your street be a local residential street. This basically is any street where homes face the street and the speed limit is 25 mph. We suggest that you take the time to look at and drive over the bumps located on Weatherwood between Hidden Hills Road and Via Portola. You should be comfortable with the look and feel of road bumps, since one may eventually be placed in front of your own home. You should also have some idea of whether or not your neighbors would be comfortable with road bumps, possibly in front of their own homes, as two-thirds of them would eventually have to sign a petition supporting the possible installation of road bumps.

Although you may specifically request road bumps for your street, the City has a Residential Traffic Management Policy, which will be used to address all traffic/speed related concerns in residential areas. It generally uses an incremental approach in dealing with neighborhood traffic issues, with road bumps being the last option that will be considered.

Your written request should be sent to: City of Laguna Niguel, Public Works Department, 27791 La Paz Road, Laguna Niguel, CA 92677, Attn: David Rogers, City Traffic Engineer. The request should include your name, address, and daytime telephone number. Please include a brief description of your concerns about speeding, and/or other issues, and the approximate limits of the area on your street that you are concerned about (e.g., "2400 block", or between "A" and "B" streets). You must live on the street, if you are requesting road bumps. Within about 4-6 weeks, you will be notified either (a) that your street does not qualify for road bumps and that other methods in the Residential Traffic Management Policy will be considered; or (b) that your street meets the initial guidelines and that you may be required to circulate a neighborhood petition in the future, if all other methods outlined in the Residential Traffic Management Policy have no significant impact. Ultimately, if your request meets all the necessary criteria, and all other methods have not made a significant difference in an identified problem, public meetings will be held, and the final decision about whether or not to consider the installation of road bumps would be made by the City Council.

If you need more information, please contact Mr. David Rogers, City Traffic Engineer, at (949) 362-4377. Additional copies of these Procedures and Guidelines are available, as well as reports providing background information about the road bump program.

Exhibits: A -Bump Detail B - Cross Sections C - Bump Signage

**PROCEDURES AND GUIDELINES FOR APPLICATION AND DESIGN
OF ROAD BUMPS IN LAGUNA NIGUEL**

A. Administrative Procedures

1. A request for road bumps must originate from a resident of the street on which the bumps are desired. The request may also be forwarded through the neighborhood association representing that area.
2. After receipt of a written request, Staff will determine if the street meets the Basic Criteria listed in Section B, and, if data is readily available, Operational Criteria. A cursory determination will also be made of whether any of the other guidelines would preclude the installation of bumps. If the street does not meet these criteria, the City will inform the requestor in writing, and implement appropriate steps as outlined in the Residential Traffic Management Policy to address the concerns.
3. If the street does meet the criteria identified in A (2), the Residential Traffic Management Policy will still be implemented. If all other methods are implemented and the speeds and volumes still exceed the thresholds in this policy, then the requestor may submit a petition (forms provided by the City) which establishes the extent of neighborhood support (two-thirds, as explained in Section B) for the possible installation of road bumps.
4. After the City receives and verifies the petition, the City will gather traffic data in order to determine if the street meets the Operational Criteria listed in Section B. If the street does not meet the additional Operational Criteria, the City will so inform the requestor in writing, and advise Police Services to continue enforcement action indicated under the Residential Traffic Management Policy.
5. If the street meets all the criteria listed in Section B, Staff will conduct a more thorough evaluation, including:
 - a. Determining the logical length of the street segment where bumps might be installed and the number and location of potential road bumps on this segment will be determined.
 - b. **Contacting the Orange County Fire Authority (OCFA) to request that they complete a review to determine the impacts (if any) on emergency response time.**
 - c. Determining the extent of the area where traffic diversion might occur. The amount of traffic diversion from the eligible ("primary") street to other ("secondary") streets in this area will be estimated. Traffic speed and volume data on these secondary streets will be collected.

- d. If necessary, mitigation measures for the secondary streets will be proposed. If road bumps are proposed as mitigation measures, the secondary streets shall meet as many of the eligibility criteria listed in Section B as possible.
 - e. Determining various potential voting areas for the road bump vote based on the criteria listed in Neighborhood Support Criteria.
 - f. Once all the data is collected, Staff will prepare a report to the Traffic Commission and the Traffic Commission will make a recommendation to the City Council on a voting area and other related issues. The City Council will make the final determination on whether or not a vote should be conducted and all other parameters associated with the potential installation of road bumps.
- 7. If the required number of voters approve the installation of road bumps and the City Council approves the installation, then the project will be considered for funding in the next regularly scheduled Capital Improvement Program (CIP) screening process, which normally begins in February of each year. (At their sole discretion, the City Council may chose to fund the installation at the time it is approved by the voters and the City Council.)
 - 8. The Traffic Commission will make funding recommendations for transportation related CIP projects. The final priority list will be forwarded to the City Council.
 - 9. If approved during the screening process, the road bump project will be considered for inclusion in the final CIP, which the City Manager recommends to the City Council. In May of each year, the recommended CIP is transmitted to the City Council for consideration and approval. (Note that a road bump project may meet all criteria and guidelines, but could still fail to receive funding approval in the CIP. However, the City Council will be aware of all road bump requests as part of the overall process.) Residents may choose to by-pass the City funding process by funding the installations themselves. The average cost is approximately \$2,000 per bump. (However the required number of bumps is the City's decision. See 5a above).
 - 10. Road bumps may be considered for removal under a similar procedure. (See Section E "Removal of Road Bumps")

B. Criteria for Determination of Eligible Street Segments

A street segment (or street) is eligible for road bumps if all of the following criteria are met:

- Basic Criteria
- Neighborhood Support Criterion
- Operational Criteria

Basic Criteria

1. The street is a local residential street as defined by the City of Laguna Niguel General Plan, and the California Vehicle Code.
2. The prima facie or posted speed limit is 25 m.p.h. or less.
3. The street is not a designated truck or transit bus route or a primary or routine access route for emergency vehicles.
4. The street is ¼ mile or greater in length.

Neighbor Support Criterion

The requesting party shall submit a petition (on City supplied forms) in support of the installation with signatures from 67% of the residents of the street where the bumps are requested. Once the petition is received and verified, the City will perform additional analysis as deemed appropriate. If the City determines that the traffic conditions still meet the criteria established in this policy for the installation of road bumps, then the City will conduct a vote of the "affected residents" asking them to vote "yes" or "no" on the proposed road bump installation. "Affected residents" will include residents of the street and other residents in the area who use the street due to the circulation system *and/or that would experience an increase in emergency response time*. This process will involve looking at the system from an "average driver perspective" and would include residents that would likely use the street to access major arterials, shopping areas, schools etc.. *The process will also involve a review of the OCFAs findings regarding any potential increase in emergency response time*. (The specific voting area and the determination of who is an "affected resident" will be reviewed and approved by the Traffic Commission and City Council.) The votes will be opened and tallied by the City Clerk's Office the next business day following the voting deadline. The results will be available the day of the vote count, barring any unforeseen circumstances. A minimum of 50% of the ballots shall be returned for the overall voting process to be considered valid. A minimum of 67% of the valid individual ballots must support the installation. This super majority is designed to insure that the general support expressed during the petition phase remains consistent and to provide long term stability on the issue. A simple majority vote could cause frequent "shifts" in support resulting in continuous "competing" petitions and requests for votes to install or keep or remove the bumps. If the voting results meet or exceed the 67% requirement and all other conditions are met, the City will begin the process to install the bumps in a time frame and manner as described in this policy. If the vote results fail to meet the criteria, the City will continue to maintain any traffic control methods/devices that had been completed/installed up to that date and may employ additional methods, if available and justified. Additional methods may include, but are not be limited to, additional/modified signing and striping and/or the installation of permanent radar units. Enforcement will continue to be used as time and manpower permits. A minimum of one year must pass from the date of the certification of the voting results before the City will accept another petition requesting a vote for road bumps on that same street or segment of street.

Operational Criteria

All streets considered for road bumps shall conform to the definition of "Residence District" in the California Vehicle Code and shall qualify for a 25 m.p.h. speed limit and shall have a maximum of one lane in each direction. Streets shall be a minimum of ¼ mile in length. (Since drivers will accelerate over the first ½ of any street length, the 1/8 mile distance is the minimum distance for an average vehicle to reach and exceed the unacceptable speed of 32 + mph without the aid of severe grade.) Also the street shall not be a designated truck or transit route or a primary or routine access route for emergency vehicles. The grade of the street should not exceed a sustained grade of 6%. Exception for street grade, up to 8% may be allowed where the steeper grade prevails over a short distance not to exceed 200 feet. Streets shall have a minimum of 1000 vehicles per day before bumps are considered. This volume of traffic is the minimum level at which the residential character of the street may be compromised. This is equivalent to the volume generated by 100 to 125 homes. Since there are generally no streets with 125 homes, this would indicate that the street is being used as a collector street by other residents. This may be by design or choice, but would still represent use by other than the residents on that particular street. This number also equates to approximately 120 vehicles during the peak hours (one every 30 seconds). This may make it difficult to back out of a driveway and do other things associated with residential streets. It would also mean that every time you looked out your window or stepped outside during a peak hour, you would likely see a car drive by on the street.

A speed survey shall demonstrate that 60% of the vehicles are exceeding the 25 m.p.h. limit. The 85th percentile speed shall also be consistently higher than 32 m.p.h. The finding of excessive speed should be made only after attempts at controlling speed using specialized enforcement or other means have proven ineffective.

The speed and volume criteria shall be met at the same point (or points) on the street. High volumes/low speeds at one end of a street and low volume/high speed at another point cannot be "combined" to meet the criteria.

C. Location of Road Bumps

Road bumps shall be spaced 250 - 400 feet apart. Bumps shall be installed at least 250 feet from a stop sign, jog, cul-de-sac or other discontinuity. The minimum distance from an intersection to a road bump (where the street with the bump is a through street with no stop signs) shall range from 50 - 200 feet depending on the type of intersection. A road bump shall not be installed within a sharp horizontal curve (generally a curve of less than 300 feet centerline radius) or within 100 feet of the beginning or end of such a curve. The first road bump at either end of a series shall be placed such that a warning sign can be installed in advance of the bump at a distance equal to at least the minimum safe stopping distance based on the existing 85th percentile speed. A road bump shall be visible to oncoming traffic for at least the minimum safe stopping distance based on the existing or expected 85th percentile speed. If street lights exist, bumps shall be installed as close as possible to provide maximum illumination. Bumps shall be placed a minimum of 5 feet from the edge of

driveways. Bumps shall not be placed over manholes, catch basins or other utility access points. Bumps shall not be located where it may cause substantial problems with drainage. Bumps shall be installed only where a curb or other obstruction would prevent drivers from driving around the end of the bump.

D. Design of Road Bumps

The standard design uses 3" bumps with a 12' width. Due to various installation factors the final installed bump may vary in height from 3-3 ½ inches. Signs will be placed at the beginning of each group of bumps indicating "Bumps Ahead - 15 mph". Each bump will have advanced pavement legends, white chevron striping and reflectorized markers as shown on the attached detail. All signs will be placed on existing posts or poles, wherever possible. If new posts are required to mount the signs, they will be placed behind the sidewalk, if possible. Signs will be placed in the sidewalk, if there are no other options. There will be a minimum 4 foot clear path in the sidewalk, if the post is installed in the sidewalk.

E. Removal or Addition of Road Bumps

Road bumps are considered experimental roadway features. Therefore additions, alterations or removal of any or all of the road bumps may be undertaken by the City at any time without the consent of the residents.

In the event that the residents of the street desire that all the bumps be removed, they shall submit a petition, on a City supplied form, in support of the removal with signatures from a minimum of 67% of the residents on the street or streets where the bumps are installed. Once the petition is received and verified, the City will hold a public hearing to determine whether or not to remove the bumps. If the City agrees with the request for removal, then the removal will be completed, when funding permits. The City may require that the residents fund the removal.

If residents request that one or more (but not all) bumps be removed, the requesting party shall submit a petition, on a City supplied form, in support of the removal with a minimum of 67% of the residents on the street where the bump(s) will be removed. Once the petition is received and verified, the City will hold a public hearing to determine if the remaining bumps will still meet the objectives established by the City when the bumps were first installed and to determine if the remaining bumps will still meet the criteria established in Subsection C "Location of Road Bumps." If the City agrees with the removal, the bump(s) will be removed, when funding permits. The City may request that the residents fund the removal.

If residents request that one or more bumps be added to a street that has road bumps installed, the requesting party shall submit a petition, on a City supplied form, in support of the installation with signatures from a minimum of 67% of the residents on the street where the bumps are proposed for installation.

Once the petition is received and verified, the City will hold a public hearing to determine if the proposed additional bump(s) will meet the criteria established in Subsection C "Location of Road Bumps." If the City determines that the bumps meet the necessary criteria and satisfies other factors as determined by the City, then a vote will be conducted as described in "Neighborhood Support Criteria" of this policy.

The following is a sample of the letter that may be sent out as one of the steps in this policy.



CITY OF LAGUNA NIGUEL

Public Works/Engineering
27791 La Paz Road • Laguna Niguel, California 92677
Phone/949•362•4337 Fax/949•362•4385

CITY COUNCIL

Joe Brown
Cathryn DeYoung
Linda Lindholm
Mimi Walters
Mike Whipple

Dear Resident:

Recently the City received a letter from _____ in which they expressed their concerns about vehicles that are exceeding the 25 m.p.h. speed limit on _____. The City conducted a study and confirmed that there are some drivers who are driving faster than the speed limit on this street.

Due to the design of your community, it is clear that the majority of drivers using the street are residents of your area, who also live on residential streets. Most drivers who exceed the speed limit in residential neighborhoods have no intention of or idea that they are exceeding the speed limit of 25 m.p.h. At 25 m.p.h. you are traveling 36 feet per second, at 35 m.p.h. you are traveling 51 feet per second. Considering that the average reaction time can be as high as 2.5 seconds, you can see that the additional speed could cause you to travel an extra 40 feet before the brakes begin to take effect. **IF A CHILD STEPS OUT IN FRONT OF YOU, THIS 40 FEET COULD MEAN THE DIFFERENCE BETWEEN LIFE AND DEATH.**

Drivers that continue to drive at speeds in excess of 25 mph should also be aware that the fine for speeding can exceed several hundred dollars and that citations can result in higher car insurance premiums that can last for several years. The message that the City is trying to convey is that trying to save a small amount of time by exceeding the speed limit not only increases your likelihood of being involved in a collision, but may result in a large financial penalty as well.

Since driving is a personal privilege, we want all drivers to accept their responsibility to drive cautiously in all residential areas. Remember, _____ is a residential street and not just the street that lead into and out of the neighborhood. If we would all just take a little extra time on our neighbors' streets, as well as our own, these concerns would be greatly diminished.

The City of Laguna Niguel hopes this information will increase your awareness of the need to obey the 25 m.p.h. speed limit in our residential areas. Please take the time to share this letter with all the drivers in your family, visitors, friends and any other drivers in your area, such as gardeners or delivery drivers and let them know that safety is an important issue in our community. **For those drivers who continue to violate speed laws, the Sheriff's Department will be in this area on a regular basis making stops and issuing citations.** Thank you for taking the time to read this letter and for your help in making our City a safer place.

Sincerely,

Chair, Traffic Commission

The following two (2) pages contain instructions and a sample signature gathering form for residents who are requesting additional steps beyond the use of radar trailers and enforcement.



CITY of LAGUNA NIGUEL

Public Works/Engineering
27791 La Paz Road • Laguna Niguel, California 92677
Phone/949•362•4337 Fax/949•362•4385

CITY COUNCIL

Joe Brown
Cathryn DeYoung
Linda Lindholm
Mimi Walters
Mike Whipple

To: Individual/Group Requesting Additional Residential Traffic Management Steps

Subject: Information on Requirements

Before the City will consider implementing steps beyond the use of the radar trailers and enforcement to address concerns about traffic speeds and/or volumes on residential streets the following requirements shall be met:

- 1) The residents of the street need to indicate that they want the City to take additional action. The request can come from the Board of Directors of the Homeowner's Association or directly from a group of residents on the street. If the residents want to submit the request directly, they should gather signatures on the attached form (or you may use your own). The form should be signed by at least 50% of the residents (households) on the street.
- 2) Only one signature per household is required. The person signing must be an adult who has a financial interest in the residence, such as the owner or occupant.
- 3) Signatures must be collected within a 30-day time period to insure that the opinions are current when the City evaluates the request.

The following two (2) pages contain instructions and a sample signature gathering form for residents who are requesting the installation of road bumps as part of the final step of this policy.

This petition shall only be circulated AFTER all the other steps outlined in this policy have been implemented and only AFTER the City has determined that the street meets the minimum requirements for the possible installation of road bumps.



CITY OF LAGUNA NIGUEL

Public Works/Engineering
27791 La Paz Road • Laguna Niguel, California 92677
Phone/949•362•4300 Fax/949•362•4385

CITY COUNCIL

Joe Brown
Cathryn DeYoung
Mark J. Goodman
Linda Lindholm
Mimi Walters

To: Road Bump Petition Circulator
Subject: Information on Road Bump Petition

This petition shall only be circulated AFTER all the other steps outlined in this policy have been implemented and evaluated and only AFTER the City has determined that the street meets the minimum requirements for the possible installation of road bumps.

- 1) Each petition page must be numbered.
- 2) Each page must be signed and dated by the petition circulator.
- 3) If you know or suspect a house is vacant, please list the address and write "vacant" in the signature box.
- 4) 67% of the residents (households) on the street where the bumps are being considered for installation must sign the petition in order for the City to complete the next phase of the process.
- 5) If there is no signature for a particular address it will be assumed to be a "no".
- 6) Only one signature per household is required. The person signing must be an adult who has a financial interest in the residence, such as the owner or occupant.
- 7) Signatures must be collected within a 30-day time period to insure that the opinions are current when the City evaluates the petition.

This petition shall only be circulated AFTER all the other steps outlined in this policy have been implemented and evaluated and only AFTER the City has determined that the street meets the minimum qualifications for the possible installation of road bumps.

We, the below signed residents support the installation of road bumps on _____ between _____ and _____. We understand the following:

- 1) The road bumps are 12 feet wide and 3 inches high and will be spaced approximately 250 - 400 feet apart (every 5-8 houses);
- 2) Signing and striping will be installed on or adjacent to the bumps, which may result in signing and/or striping being placed in front of my home;
- 3) The purpose of the bumps is to reduce average speeds of vehicles using the street to approximately 25 - 30 m.p.h.;
- 4) The bumps may **increase** emergency vehicle response time;
- 5) This petition is not being circulated by the City, but will be submitted to the City to gauge support;
- 6) 67% of the residents (households) on the street where the bumps are being considered for installation must sign the petition in order for the City to complete the next phase of the process.
- 7) Submission of the petition **does not** guarantee that the bumps will be installed; and
- 8) If all conditions/criteria are met the City will conduct a final vote on this matter.

| Print Name | Signature | Address (Street #/Name) | Date | Owner or Occupant? |
|------------|-----------|----------------------------|------|--------------------|
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Petition Circulator: _____
Print Name
Signature
Date

The following is a sample of the letter that the City will mail to all the affected residents, once the City determines that a final vote on the installation of road bumps is appropriate.

The vote will be by secret ballot so that no one will be able to determine how a particular household voted.

Only totals of “yes” and “no” votes will be tabulated.

March 21, 2002

SAMPLE

SUBJECT: ROAD BUMP VOTE FOR KENSINGTON

Dear Property Owner:

At the request of residents on Kensington Drive, the City has recently reviewed traffic conditions on Kensington between Niguel Road and Highlands Avenue in accordance with adopted City policies. After evaluating and exhausting all other options, the City has determined that road bumps may be appropriate to address the concerns of the residents on Kensington.

To determine if road bumps should be installed, the City is conducting a vote of the affected property owners. In this case, property owners on Kensington, all the cul-de-sac streets off Kensington and on a portion of Troon are included in the vote. The property owners from streets other than Kensington are included because they use Kensington as a primary access route and/or would experience an increase in emergency response time to their properties. (The enclosed map shows the voting area for this road bump vote.) The enclosed diagrams show the number and approximate location of the proposed bumps on Kensington and what a typical "bump" and related signage looks like. Please take the time to carefully review the diagrams and drive Kensington. If you would like to drive over bumps that would be similar to the ones being proposed for Kensington, you can go to Weatherwood north of Hidden Hills Road just west of Golden Lantern. If road bumps are approved for installation by the property owners and the City, the existing centerline striping and reflective pavement markers would be removed prior to the bumps being installed.

When a ballot is received, the City will verify the information by comparing it to our property owner records. Once the information is verified, the ballot will be separated from the envelope. This is designed to provide a secret ballot process, while still allowing the City to verify the document. The City will not keep any record of how a particular property owner voted. The City will only record whether or not a ballot was received from a particular property.

Since 67% of those responding must support the installation, your vote (yes or no) is important. The results will be tabulated and presented to the Traffic Commission on April 24th and to the City Council at their regularly scheduled May 7, 2002 meeting. Thank you for your assistance in this matter. If you have any traffic related questions, please contact David Rogers, City Traffic Engineer at (949) 362-4377. If you have any questions about the ballot or the voting process or if you lost or did not receive any portion of the ballot package, please contact Juanita Zarilla, City Clerk at (949) 362-4301.

March 21, 2002

SAMPLE
OFFICIAL CITY BALLOT
FOR KENSINGTON ROAD BUMP VOTE

INSTRUCTIONS FOR COMPLETING THIS BALLOT:

This ballot shall be completed only by the property owner(s). In order for the ballot to be counted, you **must** do the following:

- 1) Indicate whether or not you support the installation by checking the appropriate box below (one vote per household/address).
- 2) Place this completed one (1) page ballot in the City supplied/self addressed/stamped envelope and seal the envelope.
- 3) On the back of the City supplied return envelope fill out the label in its **entirety--all four lines**: 1) property address; 2) printed name; 3) signature; and 4) date.
- 4) Mail or hand deliver the City supplied envelope to City Hall, as soon as possible.

BALLOTS MUST BE RECEIVED BY THE CITY CLERK'S OFFICE BY
WEDNESDAY APRIL 10, 2002 NO LATER THAN 5:00 P.M.

Ballots and/or envelopes not containing the required information or not received by the deadline **will not be counted**. **In addition faxes, e-mails, copies or any other non-original ballot and/or envelopes will not be accepted.**

When a ballot is received, the City will verify the information on the label by comparing it to our property owner records. Once the information is verified, the ballot will be separated from the envelope. This is designed to provide a secret ballot process, while still allowing the City to verify the document. The City will not keep any record of how a particular property owner voted. The City will only record whether or not a ballot was received from a particular property.

I **support** the installation of road bumps on Kensington.

I **do not support** the installation of road bumps on Kensington.

OFFICIAL CITY BALLOT FOR KENSINGTON
ROAD BUMP VOTE

What to Expect If Road Bumps are Installed

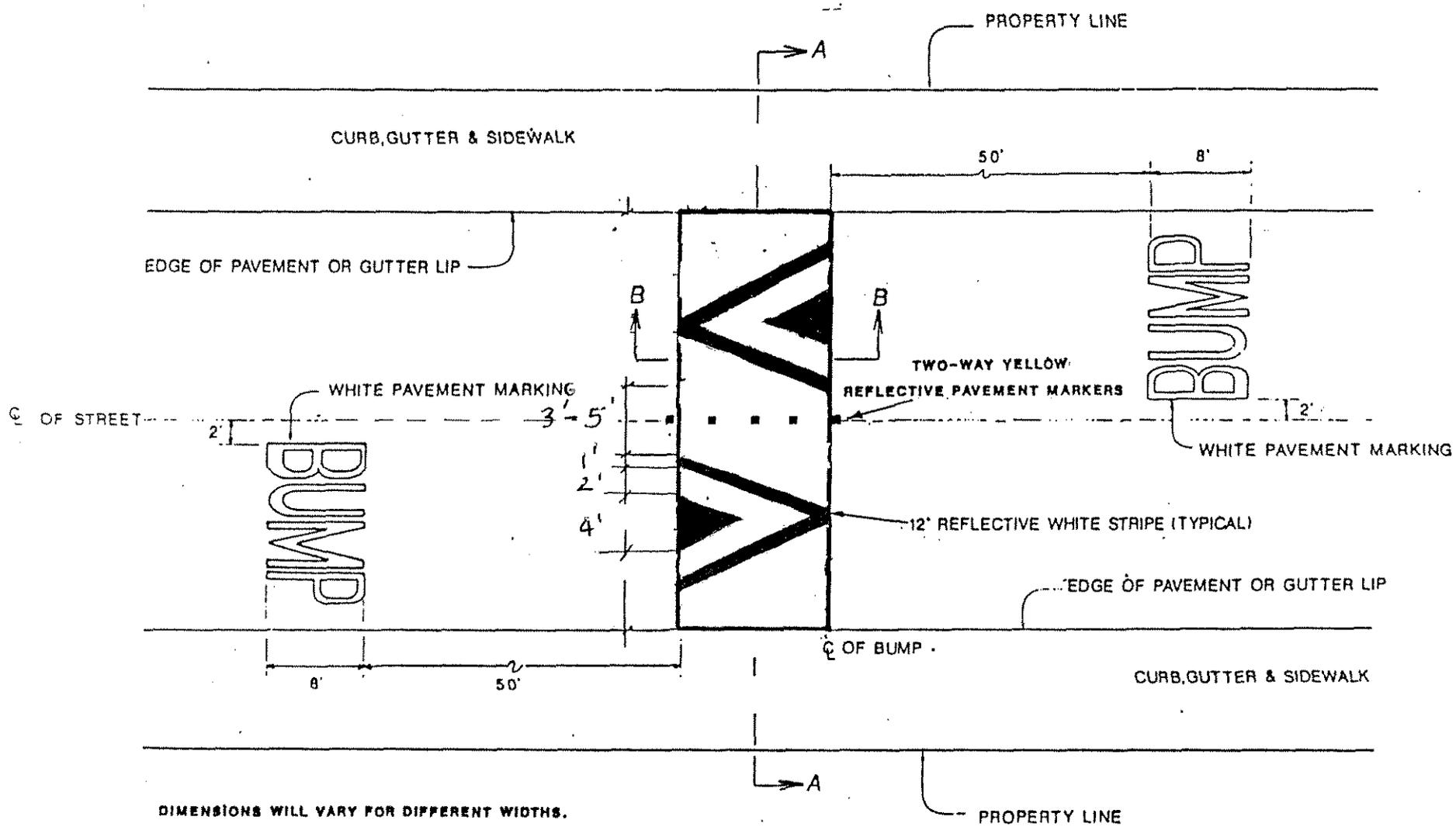
Based on the City's experience with the road bumps on Weatherwood, we can expect the following if road bumps are installed on Kensington between Niguel and Highlands:

General

- 1) A significant reduction in the number of vehicles exceeding the 25 m.p.h. speed limit.
- 2) A moderate reduction in the average speed and the 85th percentile speed.
- 3) A minimal reduction in traffic volumes. The City believes that the lack of reasonable alternate routes and the fact that most of the traffic is generated locally, will result in little to no change in traffic volumes.
- 4) Road bumps will result in an increase in emergency response time for some residents. The Orange County Fire Authority, which is responsible for providing fire suppression and emergency medical response in Laguna Niguel, indicates that each road bump will increase response time by approximately 10 seconds. In the case of Kensington with nine (9) proposed road bumps and access from two directions, it appears that the increase in response time would range from 10-90 seconds depending on the location of the property and the route taken by the OCFA.
- 5) Not all vehicles and drivers are equally affected by road bumps. Although the bumps will significantly improve overall conditions, some drivers will still travel faster than 25 m.p.h. It is also likely that some drivers will drive closer to the curb in an attempt to minimize the affect of the road bumps.

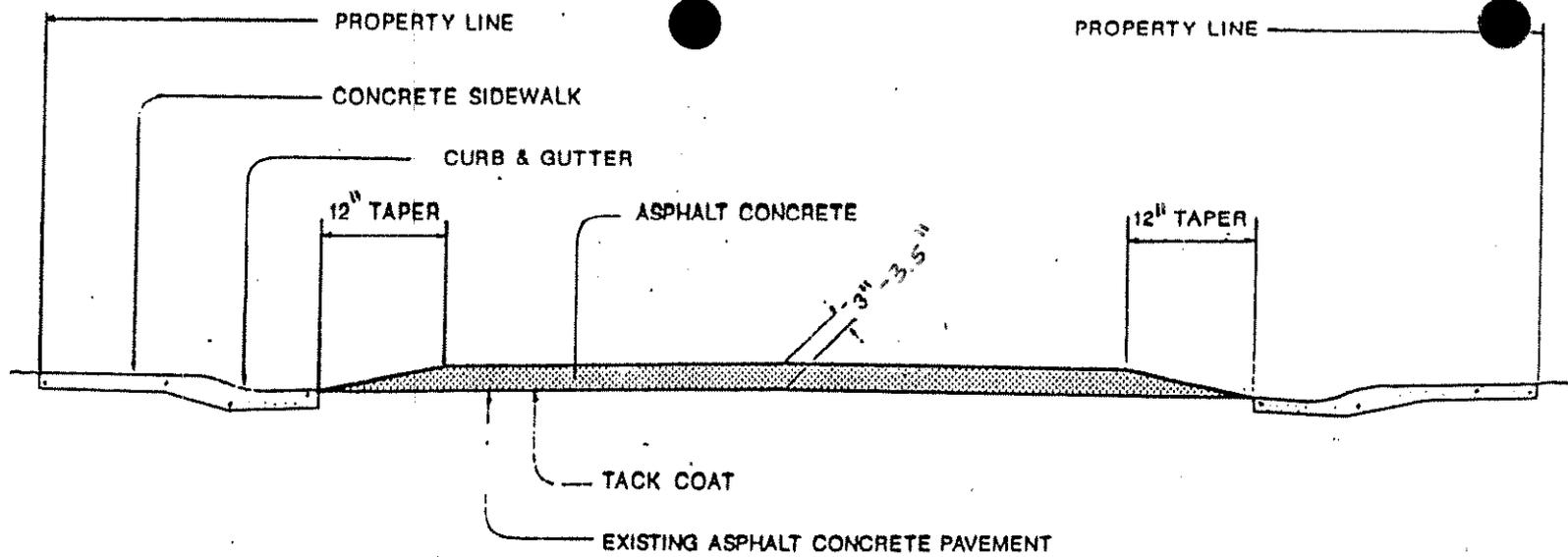
Signing and Striping

- 1) Each bump will have striping on the bump and will have the word "BUMP" painted on the street in advance of the bump in both directions (see attached Exhibit A).
- 2) There will be two signs and a post installed at the beginning of each end of Kensington. The signs will be yellow with black letters and will read "Bumps Ahead" and there will be an advisory speed of "15 m.p.h." (see attached Exhibit C).
- 3) The existing centerline striping and reflective markers will be removed prior to the installation of the road bumps.
- 4) The existing speed limit signs and painted "25" legends will remain.



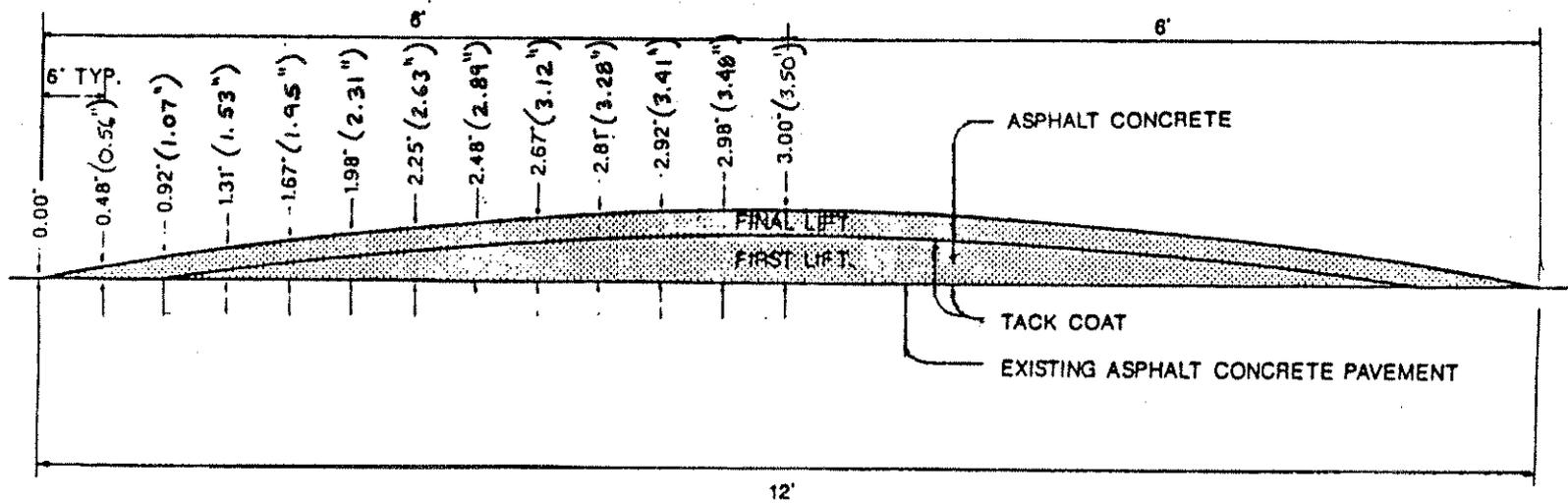
PLAN
ROAD BUMP DETAIL
NOT TO SCALE

EXHIBIT A



SECTION A-A
NOT TO SCALE

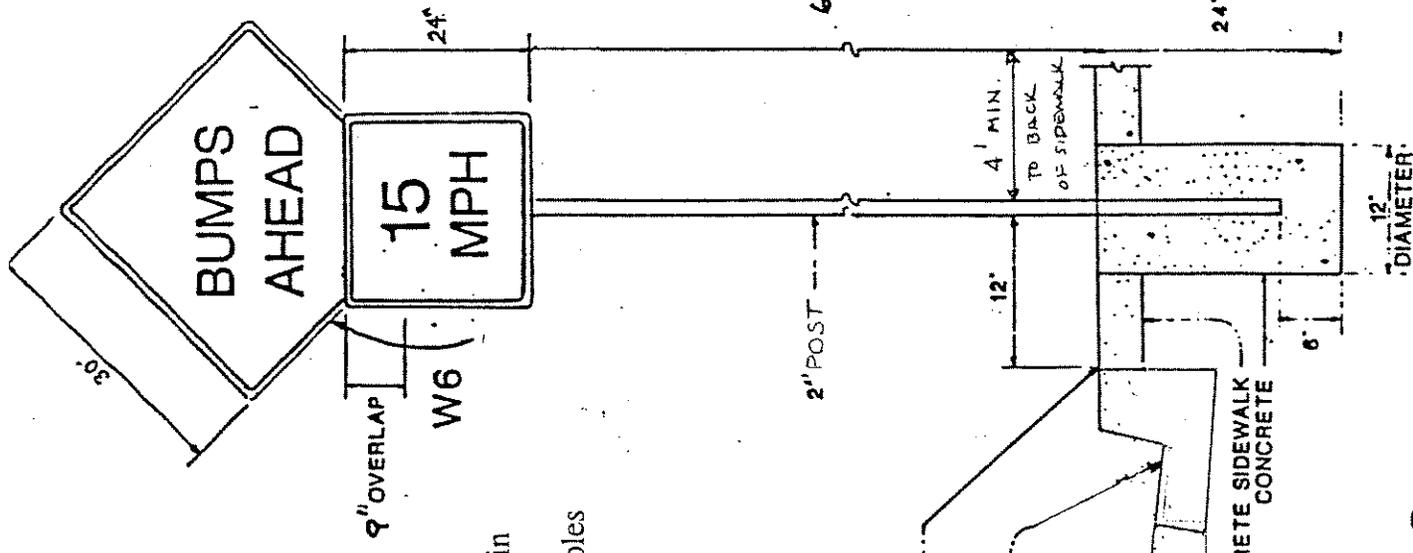
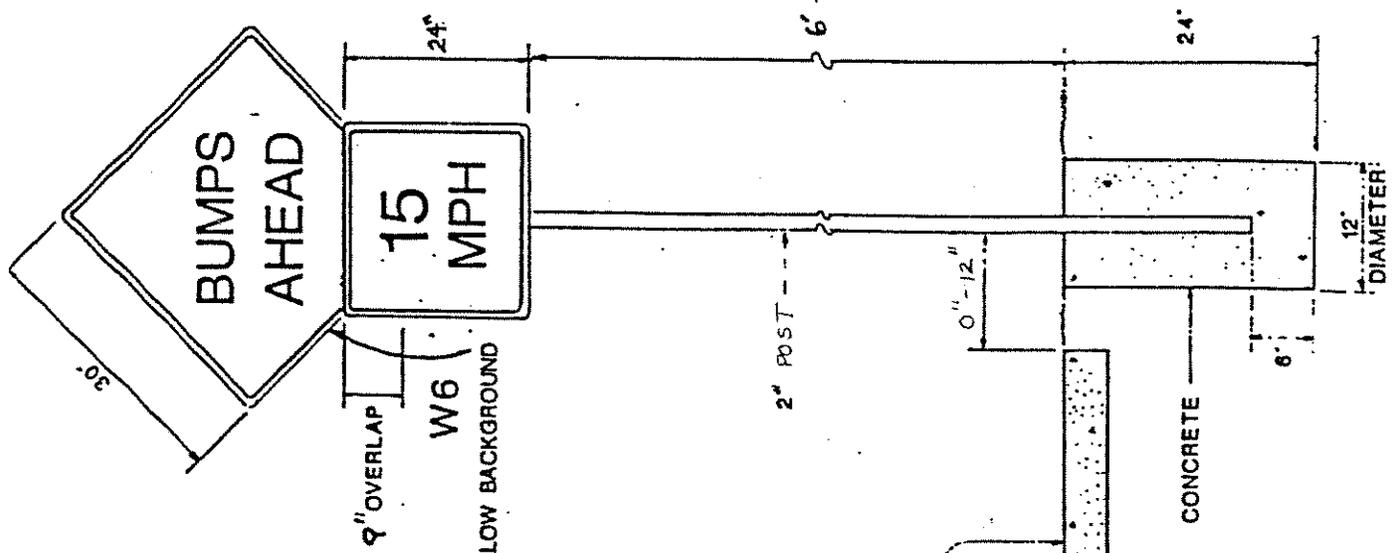
Note : Due to various installation factors, the final installed bump may vary in height from 3-3 1/2 inches.



Example - 3.00" (3.50")
minimum (maximum)

EXHIBIT B

SECTION B-B
NOT TO SCALE



* Signs will be installed in this order of preference:
 1) on existing posts or poles
 2) behind the sidewalk
 3) in the sidewalk

BACK OF CURB & GUTTER
 CURB, GUTTER

CONCRETE SIDEWALK
 CONCRETE

EXHIBIT C

* TYPICAL WARNING SIGN INSTALLATION
 NOT TO SCALE

* TYPICAL WARNING SIGN INSTALLATION
 NOT TO SCALE