



NEIGHBORHOOD TRAFFIC CALMING PROGRAM (NTCP) FRANKLIN, TENNESSEE

INTRODUCTION

Welcome to the City of Franklin's traffic calming program. Traffic calming is a term used in Traffic Engineering to encourage safer, more responsible vehicular driving. Traffic calming uses physical design and/or devices on existing streets to improve safety for roadway users, including pedestrians and bicyclists.

The purpose of this policy is to provide an appropriate and consistent treatment for traffic calming requests from a citizen group or HOA. This policy examined other Local, State, and National traffic calming standards to ensure that the guidelines and criteria are fair and equitable. Not every successful request is guaranteed to be constructed or funded and may rely on the number of requests received and available funding in any particular budget year.

These instructions outline the steps in the traffic calming request process. Please read and understand this document before filling out the Request for Traffic Calming form or Petition (Appendix H). A reduced speed limit request is also available through this process and additional information is available in Appendix D.

Application

This policy applies to local, residential streets only. Collector streets, arterial streets and streets that are located in commercial zoning districts, as designated by the City's Major Thoroughfare Plan, will not be considered for traffic calming.

PROCESS

Projects that are being considered for the Neighborhood Traffic Calming Program (NTCP) must follow the procedure that is outlined below. A flowchart summarizing this procedure is provided in Appendix A.

Step 1: Request Traffic Calming

A homeowner's association (HOA) or a neighborhood group must submit a written request for traffic calming on a specific street segment or segments to the Engineering Department. A neighborhood that does not have an organized HOA may form a small group of 4 different property owners (1 individual from each owned property); however, the requesting group must live along the street being submitted for traffic calming. The written request must identify the perceived traffic problem and must include contact information for a representative (the requester) of the HOA or neighborhood group. Individual citizens and rental tenants are not eligible to initiate projects for



the NTCP. Single family home renters will need to request the participation of the property owner to represent them in any traffic calming request.

Step 2: Initial Review

Upon receipt of a valid written request and per the guidelines of this policy, Engineering staff will conduct an initial review of the street(s). This initial review will complete the following:

1. Ensure that the street(s) meets the minimum criteria
2. Conduct a field review and inspection of the street(s) to determine if a need exists
3. Determine if there are any preliminary solutions, such as posting speed limit signs, that could be put in place.

In order for a project to be considered for traffic calming measures, the following **minimum criteria** must be met on the street(s) requested during initial review:

- The posted speed limit is 30 mph or less on the street.
- The street must be classified as a local street as found in the most recent version of the Major Thoroughfare Plan. No arterials, collectors, commercial areas or streets in the downtown business district are eligible for the NTCP. Certain traffic calming devices on Minor Collectors may be acceptable, as determined by the Engineer.
- The local street is a through street connecting between two collector streets, two arterial streets, or a collector to an arterial street. In other words, a through street is any street that a driver can use to 'cut through' from one larger street to another larger designated street (collector or arterial).
- Residential street 'circles' (having the same entrance and exit) and cul-de-sacs are not eligible for traffic calming.
- An exception to the requirement of a street being a 'through street' includes a local street that services a general public area, such as a public park, a school, or other larger venues/development/business in which there may be more traffic generated than just local residential traffic of a specific neighborhood. *Note: Individual resident, contractor, or delivery vehicle speeding issues should be addressed by the HOA or group with those residents/businesses and/or the Franklin Police Department.*
- The street must measure longer than 1000 feet between stop signs, sharp curves or 90 degree turns.
- The combination of horizontal and vertical curves along the roadway is not such that would result in inadequate stopping sight distance for motorists as they encounter a potential traffic calming device.
- The street is not a transit route or a primary emergency access route.

Once the initial review has been completed, streets that meet the criteria will move on to Step 3. All other applications will be terminated. The requester will be notified if the street did or did not



meet the minimum criteria including a summary of which criteria was either met or not met. If preliminary solutions, such as signage, are identified, they will be discussed with the requester.

Step 3: Data Collection and Analysis

Upon passing initial review in Step 2, Engineering staff will perform data collection for the requested street(s) to ensure the street(s) meet specific study criteria, as stated herein. Data will typically be collected on weekdays over a continuous, minimum 48-hour period while schools are in session, unless otherwise advised in the request. Data will not be collected on holidays, or at least one day before or after a holiday. The data collection will assist in determining the eligibility of the street(s) based on the following specific study criteria and Grading System:

- The maximum grade on the section of roadway that is being considered for traffic calming measures does not exceed 7 percent.
- The Average Daily Traffic (ADT) volume must be greater than 150 vehicles per day and less than or equal to 2,000 vehicles per day (in a 24-hour period).
- The 85th percentile speed is at least 4 mph faster than the posted speed limit.
- The combination of traffic volume and 85th percentile speed of traffic will be quantified using the Grading System Criteria in Table 1. A total of at least **6 points** is required to move to Step 4.
-

Table 1 Grading System Criteria	
Daily Traffic Volumes	
0 - 150	Not Eligible
151 - 300	1
301 - 500	2
501 - 700	3
751 - 1,000	4
1,001 - 2,000	5
2,001+	Not Eligible**
85th Percentile Speeds*	
0-4 MPH	Not Eligible
4 MPH	1
5 MPH	2
6 MPH	3
7 MPH	4
8 MPH	5
≥ 10 MPH	6
*over speed limit	
** Unless Approved by City Engineer	



- Streets that do not have sidewalks on at least one side are given one (1) point resulting in the need to obtain at least 5 points from Table 1.
- Historical crash data will also be obtained and analyzed to assist in prioritizing traffic calming projects, however, crashes alone do not constitute need for traffic calming devices.

The above criteria and a total of at least 6 points must be met to qualify for the NTCP. If Engineering staff determine that the street segment does not meet the study criteria, then the project request will be terminated. The requested street(s) will be ineligible for the NTCP for a period of two years unless Engineering staff determine that changing conditions, such as additional development, has resulted in a traffic volume or speeding problem. If Engineering staff determine that a street segment in question does not meet the above criteria in full, then Engineering staff will work with the Traffic Division of the Franklin Police Department and the neighborhood association/group to address the problem with education and enforcement efforts. Education and enforcement efforts may include written information, temporary driver feedback signs, citations, etc. Further information can be found in Appendix C.

If Engineering staff determine that the above criteria are met in full, then the project will be included in the NTCP and Step 4 will be initiated. Engineering staff will identify feasible and appropriate traffic calming alternatives to address the identified traffic problem. Examples of traffic calming techniques are provided in Appendix B.

Step 4: Public Meeting and Conduct Petition

Once Engineering staff have identified an issue for the requested street(s) and it meets all criteria set forth in the previous steps, a neighborhood meeting will be scheduled. This meeting will be publicized by the City of Franklin in a manner that is consistent with the City's standard procedures. Engineering staff will attend the meeting to present the traffic calming request, discuss the study results, share preliminary alternatives, identify the study area, and explain the remaining NTCP process to the neighborhood. **HOA representation or the complete neighborhood group requesting the study MUST be in attendance at this public meeting, or a signed proxy given to another group member in attendance shall be provided if any individual of the group cannot attend in person.** This meeting will also be used to identify an appropriate traffic calming measure that is to be approved by the property owners in attendance. Signed designated proxy votes submitted by property owners not in attendance will be allowed. Citizens can also ask questions, provide input, and feedback at this public meeting.

Engineering staff will define the petition area. The petition area will typically include the following:

- Properties along the street that is being considered for traffic calming measures
- Properties along streets where access is substantially dependent upon the street that is proposed to be calmed



- Properties along any street that is expected to receive significant increases, as determined by Engineering staff, in traffic volumes or types as a result of the traffic calming installation

Engineering staff will prepare a petition packet that includes the petition form, a copy of the NTCP policy, a map of the study area, the approved traffic calming solution and approximate location, and the names and addresses of the property owners within the petition area. The petition packet will be given to the requester, who will be responsible for conducting the petition along with other volunteers from within the study area. In extenuating circumstances, the City may accommodate a neighborhood group in the petition process. HOAs will be responsible for conducting the petition process.

After the meeting, the requester must obtain supporting signatures, or “yes” votes, that represent **67 percent (2/3)** of the property owners within the petition area. Single family home renters will need to request permission of the property owner to represent them in the petition voting process. Only one vote per property will be counted. Missing signatures will be counted as “no” votes. The requester will have 90 days to collect signatures and submit the petition results, after Engineering staff provide the requester notice to proceed. If the petition is successful, then the proposed project will proceed to Step 5. If the petition fails, or if the petition is not returned by the petition deadline, then the project is terminated, and the neighborhood group or HOA will be ineligible to submit another request for traffic calming for a period of one year, and the street(s) requested shall not be eligible for a period of two years. Engineering staff will make every effort to avoid installation of Traffic calming measures or devices adjacent to the property owners that vote “No”.

During the petition and signature process, if it is found by the HOA or representatives that the original NTCP measure is not acceptable to its residents, an additional meeting can be called to further discuss different alternatives. The additional public meeting will follow the same format as the first meeting. A different alternative **must** be decided on at this meeting and the petition and signature gathering process must begin again if this meeting is requested. If the petition is successful, the request will then move onto Step 5.

Step 5: Develop, Prioritize, and Install Traffic Calming Measures

Based on the feasible and appropriate solutions identified by Engineering staff and property owners during Step 4, Engineering staff will develop construction documents with estimated costs for the proposed traffic calming measures to be implemented.

Projects will be prioritized by Engineering staff based on a variety of factors, such as availability of funding, Table 1 score, implementation costs, and cost sharing participation with the HOA or neighborhood group. Projects that include HOA or neighborhood funding will receive higher prioritization. For example, if there are two identical projects each costing the same amount and one group elects to participate in the cost by providing 25% and the other group elects to participation of 75%, than the project that participates with 75% of the cost will be higher on the list than the group that participates 25%. The cost to the City is smaller and the City’s limited



funding for traffic calming will go further and include more projects when cost sharing with HOAs and citizen groups. Projects funded 100% by the HOA or neighborhood group will get top priority for implementation, but must be approved by the City of Franklin.

Projects that have the highest priority will be implemented first. Implementation of a project will not occur until all associated maintenance/landscape/payment agreements have been finalized and City budget allows. Installation of the traffic calming measures will be performed by City crews or by a contractor that is selected by the City. Once implementation has been completed, the request will proceed to Step 6.

Step 6: Monitor the Effectiveness of the Traffic Calming Measures

Approximately three months after the proposed traffic calming devices have been installed, Engineering staff will evaluate the project to determine if the traffic calming devices have sufficiently addressed the traffic problem identified during Step 3. An additional 'after' study, similar to the study that Engineering staff complete in Step 3, will be completed. This study will collect speed and count data and analyze the data to determine what the constructed traffic calming measure effects had on speed and/or ADT. Once the after study has been completed and it is determined that the criteria does not meet the requirements in Table 1 from Step 3, (6 points), the traffic calming request will be considered resolved. If the traffic problem has been resolved, then the project will be considered complete. If the issue has not been resolved from the after study data, then Engineering staff will consider other solutions that were identified during Step 3. If an alternate solution is selected by Engineering staff, then the project will return to Step 5. If Engineering staff determine that there are no feasible alternatives, then the project will be terminated and enforcement will be recommended.

MODIFICATION OR REMOVAL OF A TRAFFIC CALMING DEVICE

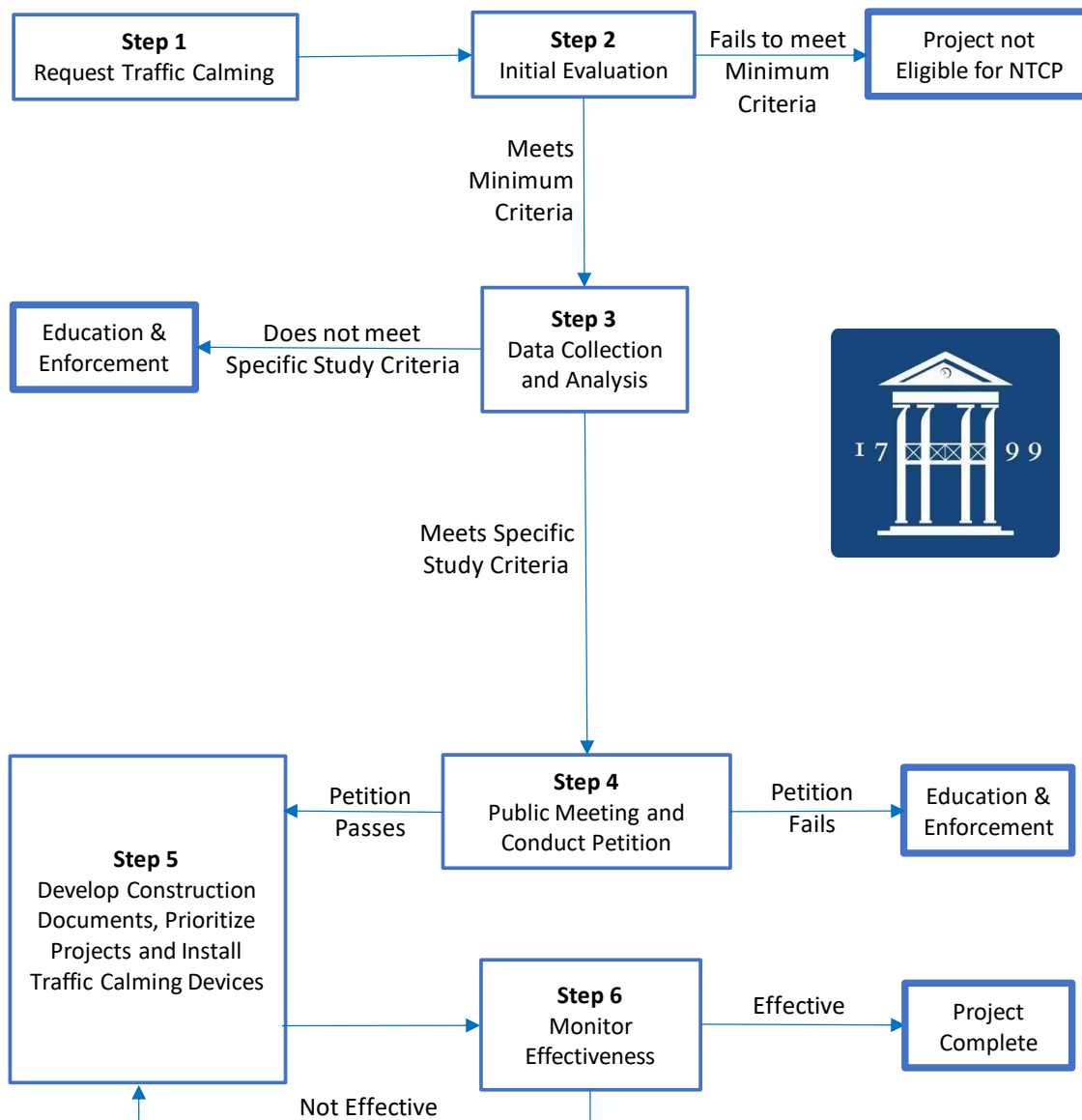
Process

If Engineering staff determine that a traffic calming device needs to be modified or removed due to a public health or safety issue, then Engineering staff, with assistance from the Street Department, shall modify or remove the device and notify the HOA or residents on the reasoning for removal. If the neighborhood association/group wishes to remove or significantly alter a traffic calming device, then the neighborhood must conduct the same petitioning process outlined in Step 4 for removal or modification. If the petition supporting the removal/modification is successful, then the HOA or neighborhood must pay for the costs that are associated with the removal/modification of the traffic calming device. A traffic calming device will not be removed until all payment agreements have been finalized. If the removal/modification is initiated by the neighborhood association/group, then the neighborhood will be ineligible to participate in the NTCP for a period of five years.



APPENDIX A

FLOW CHART FOR THE NEIGHBORHOOD TRAFFIC CALMING PROGRAM (NTCP)





APPENDIX B

TRAFFIC CALMING TECHNIQUES

There are a variety of techniques that can be used to calm traffic on local, residential streets. Techniques that are specifically permitted, as well as techniques that are specifically prohibited, in the City of Franklin are described below. Techniques that are specifically permitted are summarized in Table B1, which also identifies the potential benefits and disadvantages of each.

**TABLE B1:
POTENTIAL IMPACTS OF TRAFFIC CALMING TECHNIQUES THAT MAY BE USED IN THE
CITY OF FRANKLIN**

Measure	Potential Benefits			Potential Disadvantages			Cost
	Speed Reduction	Volume Reduction	Conflict Reduction	Limits Local Access	Increases Emergency Response Time	Maintenance Required	
Chicanes	●	●	●	○	◐	◐	\$\$\$-\$\$\$\$
Curb Extensions	◐	○	○	○	○	◐	\$-\$\$
Raised Median	◐	○	◐	◐	○	◐	\$-\$\$
Traffic Circle	●	◐	●	○	◐	◐	\$\$-\$\$\$\$
Speed Hump/Table	●	◐	●	○	◐	◐	\$-\$\$
Road Diet	◐	○	◐	○	○	○	\$-\$\$\$\$
Driver Feedback Sign	◐	○	○	○	○	◐	\$\$
Enhanced Signage	◐	○	○	○	○	◐	\$
Speed Legend	◐	○	○	○	○	◐	\$
Roadway Striping	◐	○	○	○	○	◐	\$
Reduced Speed Limit	◐	◐	○	○	○	◐	\$
● - Substantial Benefits/Disadvantages ◐ - Minor Benefits/Disadvantages ○ - No Benefits/Disadvantages \$ - Low Cost \$\$ - Moderate Cost \$\$\$ - High Cost							



TECHNIQUES THAT ARE SPECIFICALLY PERMITTED IN THE NTCP

Horizontal Traffic Calming Measures

Horizontal traffic calming measures are segments of roadway where vehicles are moved side to side. By removing a vehicles straight line of travel, vehicles are encouraged to reduce speed to navigate the movements.

Chicane

A **chicane** shifts motorists' path of travel by creating a horizontal diversion in the roadway. A chicane is usually formed by a series of curb extensions that are placed on alternating sides of the roadway. These curb extensions reduce the roadway width and force motorists to steer from one side of the roadway to the other in order to travel through the chicane. More information regarding chicanes can be found [here](#).



A chicane creates a horizontal deflection in the roadway. (Source: Google Street View)

Curb extensions

Curb extensions are formed by extending the curb on one or both sides of the roadway into the vehicular travel lanes to reduce the paved roadway width. The reduction in width creates "slow points" in traffic flow. Curb extensions are also commonly referred to as chokers, neckdowns, traffic throats, and pedestrian bulb-outs. Click for more information regarding [Bulbouts](#) and [Chokers](#).



intersections and create shorter crossing distances for pedestrians. The reduction in lane width encourages motorists to slow down when driving through the intersection. (3rd Ave / 4th Ave, Franklin TN)



Raised Median Island

A **raised median island** is an elevated island that is constructed on the centerline of a two-way street to reduce the width of the adjacent travel lanes. Raised medians can be paved or landscaped. They create “slow points” in the roadway, can serve as pedestrian refuges for designated mid-block pedestrian crossings, and can be used in conjunction with other traffic calming measures. Click [here](#) for more information regarding [raised median islands](#).



Raised medians reduce the width of the adjacent travel lanes. (Source: Google)

Traffic Circle

A **traffic circle** is a raised, circular island that is typically placed in the center of a residential street intersection to allow traffic to flow through the intersection without being controlled by a stop sign or a traffic signal. The design of a traffic circle requires motorists to travel through the intersection in a counterclockwise direction around the island, which reduces the number of conflict points and reduces vehicular speeds. Please click to find more information regarding [traffic circles](#).



A traffic circle creates a horizontal deflection in the roadway, which causes motorists to slow down as they travel through the intersection. (Twin Oaks Drive / Birchwood Circle, Franklin TN)



Vertical Traffic Calming Measures

Vertical traffic calming measures are segments of roadway where vehicles are moved up and down causing some driver discomfort at higher speeds. By removing a vehicles straight line of travel, vehicles are encouraged to reduce speed to navigate the movements.

A **speed table/hump/cushions** is a wide and flat undulation that is placed on a street, typically across the width of the roadway, to reduce vehicular speeds. They have a height of three to four inches and a length of 12 or 22 feet. Speed humps should be distinguished from speed “bumps”, which are much shorter (six to 12 inches long) and have been associated with maintenance, safety, and liability concerns. Speed “bumps” are not allowed in the City as a traffic calming device. Where traffic volumes exceed 1,500 vehicles per day, Speed Humps are prohibited due to the high number of vehicles and the noise generated by these devices. Speed Humps will not be permitted on any Minor Collector Roadways that are included in the Neighborhood Traffic Calming Program. Please click for more information regarding [Speed Humps](#), [Speed Tables](#), and [Speed Cushions](#).



The speed table/hump that may be used in the City of Franklin is 22 feet long and three inches high. (Vera Valley Drive, Franklin TN)



Non-Physical Measures

Non-physical measures are ones that do not require construction or physical changes to the existing roadway.

Road Diet – Non-Structural

Reducing the number of travel lanes, or the width of travel lanes, on a roadway can be an effective technique for calming traffic on that street. This process, called a road diet, can help to reduce vehicular speeds, reduce the number of conflict points for right-of-way users, and can help make streets more bicycle and pedestrian friendly. Road diets can be accomplished by adding parking lanes, adding bike lanes, or by reclaiming some of the roadway width, which can create room for sidewalks and street trees. Please click for more information regarding [road diets](#).



The addition of a bike lane and a parking lane on this street helps to create a narrow travel lane for motorists. (Source: Google)

Driver Feedback Signs

Driver feedback signs show the current speed limit and the speed that a vehicle is traveling at the moment. These signs inform drivers of the speed that they are traveling and encourage them to drive the speed limit. These signs can be programed to alert a driver that is traveling over the speed limit by flashing and or displaying a message.



This driver feedback signs lets drivers know the speed they are traveling and can tell them to slow down. (Ernest Rice, Franklin TN)



Enhanced Signage

Posting signs is an informative way to let drivers know what is expected or required while driving various roadways. Some of these signs include speed limit signs, no trucks signs, pedestrian crossing, etc. These signs inform and encourage drivers to follow the law.



These signs have supplemental plaques included to add additional clarity and information for the drivers. (Alexander Drive, Franklin TN)

Speed Legend

Speed legends are large numbers that are painted in the roadway to inform drivers of the speed limit. These alert drivers if they miss the posted speed limit sign. These can also display other important messages.

These makings are painted messages on the roadway to provide additional indication of speed limits. (Source: Google)





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Roadway Striping

Many residential roads do not have any striping on the roadway. Adding striping alerts drivers to the proper location to where they should position their vehicles on the roadway rather than using the whole width to go around turns.

Reduced Speed Limit

Establishing a lower speed limit may help to reduce speeding and cut-through traffic in residential neighborhoods. Some local, residential roadways have speed limits that are posted at up to 30 mph. It may be desirable to lower the speed limits on these roadways from the City's default speed limit, 25 mph for local or residential roadways. The criteria for a reduction in speed limit differs slightly from the NTCP and can be found in Appendix D.



TECHNIQUES THAT ARE SPECIFICALLY PROHIBITED IN THE NTCP

Rumble strips are raised buttons, bars, or groves that are closely placed on a roadway at regular intervals. They cause both noise and vibration in vehicles as motorists drive over them. Typically, rumble strips are used to alert motorists of unusual conditions ahead. As motorists get used to the rumble strips, the strips become less effective over time. Rumble strips can result in increased noise levels for nearby residents. Also, rumble strips require a high amount of maintenance. For these reasons, rumble strips may not be used as a traffic calming technique in the City of Franklin.



Rumble strips may not be used as a traffic calming technique in the City of Franklin. (Source: Google)

Speed Bumps are shorter (six to 12 inches long) than speed humps (12-22 feet) and have been associated with maintenance, safety, and liability concerns. Speed “bumps” are not allowed in the City as a traffic calming device on residential streets.



Speed bumps are not an approved traffic calming technique for residential streets in the City of Franklin. (City Hall)



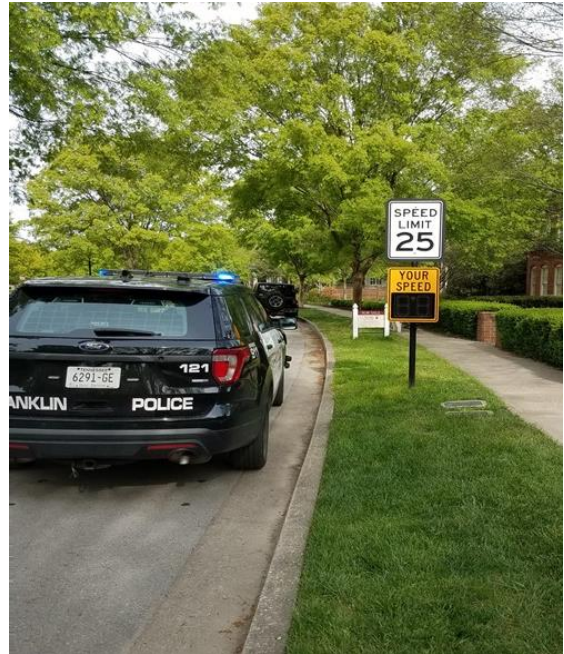
APPENDIX C

Failed Requests Options

Education is a key component of keeping all residents safe in the City of Franklin. Engineering staff may assist the neighborhood HOA or groups in developing educational programs for the residents. This may come in the form of a flyer/brochure or written information. It will be the responsibility of the neighborhood HOA or groups to implement the educational programs.



Speed trailers may be used as part of the enforcement efforts to control speeding in neighborhoods that request traffic calming. (Source: City of Franklin PD)



Temporary driver feedback signs may be used as part of the education efforts to control speeding in neighborhoods that request traffic calming. (Source: City of Franklin PD)

Enforcement efforts may be completed in tandem with neighborhood education. The Franklin Police Department will work with Engineering staff to help resolve traffic problems, such as speeding. Enforcement efforts may involve the use of speed trailers, officers and may include citations for violators.



APPENDIX D

Speed Limit Reduction Criteria

A speed limit reduction request does not have the same requirements that are outlined in the Neighborhood Traffic Calming Program (NTCP); however, the requirements are similar, as stated below. For a roadway to be considered for a speed limit reduction it must be classified as a residential roadway/local street and have an existing speed limit of 30 mph or less. The lowest posted speed limit that is allowed on City of Franklin streets is 20 mph, and speed limits will be set in increments of 5 mph (30 to 25, 25 to 20). Unlike the Traffic Calming Program, all residential roadways are eligible for this reduction, including non-through streets.

A request for a speed limit reduction shall include all streets within a neighborhood, HOA, or Development, and shall be initiated by an HOA, group of HOAs or a group of residents. Streets shall not be submitted individually for the reduction in speed limit. Since the entire neighborhood shall apply for the reduction, the petition area will include all households in the neighborhood. If a street connects two or more different neighborhoods or developments, both neighborhoods or developments shall apply for the reduction of speed limit and will be included in the petition area. The City may alter the petition limits or area at the discretion of the City Engineer. The City shall approve the petition area prior to collecting signatures.

A request for speed limit reduction shall be submitted to the City of Franklin Engineering Department. Once received, Engineering staff will review the proposed petition area and ensure that it meets the minimum requirements. Once the petition area is approved by the City, a speed study will be performed to ensure speed limits can be reduced, per federal guidelines for setting speed limits. A public meeting will then be held to discuss the results of the study and to outline the remaining process. The petition process is the same as outlined in this NTCP. An approval of the speed reduction shall be 2/3 of the property owners in the petition area. If a property owner does not vote, it is considered a no vote.

If the petition is successful, an ordinance will be drafted by Engineering staff and be presented to the Board of Mayor and Alderman (BOMA) for vote. The requestor or representative are encouraged to be present for BOMA meetings in which the ordinance is on the agenda. If the ordinance is approved, Engineering staff will work with the Streets Department to get the speed limit signs changed per the approved ordinance. The streets that the reduced speed ordinance affects will not be eligible for the NTCP for two years.



APPENDIX E

Frequently Asked Questions

- **Can we have a “Slow - Children at Play” sign?** – Federal Standards discourages the use of “Children at Play” signs. There is a widespread false believe that traffic signs provide added protection. Studies have shown there is no long-term reduction in speed with these signs nor enforcement of ‘lower’ speeds. These signs may be found in locations through-out the city; however, these signs were placed before the MUTCD changed the recommendation for the use of this sign. The current edition of the MUTCD does not include this sign and therefore should not be used.
- **Can we have an All-way Stop for Traffic Calming?** – All-way stop signs must meet specific requirements found in the MUTCD. These requirements typically involve traffic volumes, crash history, and pedestrians. The MUTCD specifically states that “Yield or Stop signs should not be used for speed control.”. Multiway or All-way stop requests shall be requested separately and are not included in the NTCP.
- **What is the Speed Limit on residential streets when not posted?** – Per City of Franklin Ordinance Section 15-301, the speed limit for residential streets where not posted is 25 mph.
- **Can I request that a speed limit sign be posted on a street or in a neighborhood?** – Yes, we can review current signage and recommend a speed limit sign location(s) should it not be posted. This is at the discretion of the City, per their findings and allowable budget. It should be noted, the City does not supply decorative posts or install decorative posts for signs. If a neighborhood has decorative posts or standards, the City can only supply the sign to the HOA for them to install on their post.



APPENDIX F

Definitions

- **Through Street** – A through street is a roadway that provides access to or connects to multiple similar type roadways. A through street gives priority to the vehicles using it. A through street does not end at a Cul de sac and typically connects to other through or collectors streets.
- **85th Percentile Speed** – The 85th percentile speed is the speed at which 85 percent of the vehicles are traveling at or lower. For example, if the 85th percentile speed was found to be 32 mph, that means that 85 percent of vehicles were traveling at or below 32 mph.
- **Functional Classification** – Functional Classifications are classified based on the amount of access and mobility a roadway provides. These classifications provide different levels of emphasis in regard to traffic movement (getting from one side of town to the other) versus direct access to property. There are three main categories; Local, Collector, and Arterial. Each has their own unique characteristics to regard to access versus mobility.



APPENDIX G

Additional Resources

Traffic calming programs have existed for many years through-out the country. A plethora of research of has been conducted to find the best and most effective methods to use to make roadways safer for all users. The following are a list of resources that can be looked at for further education and information.

- FHWA Traffic Calming ePrimer - https://safety.fhwa.dot.gov/speedmgt/traffic_calm.cfm
- ITE Traffic Calming - <https://www.ite.org/technical-resources/traffic-calming/>
- ITE Traffic Calming: State of the Practice, Reid Ewing, 1999 - <https://trid.trb.org/view/647739>
- Fact Sheet - <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/812687>
- Ped Safety - <https://www.nhtsa.gov/road-safety/pedestrian-safety>
- Speed Management - https://safety.fhwa.dot.gov/local_rural/training/fhwasa010413spmgt/
- MUTCD 2009 - https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm
- <https://www.ite.org/technical-resources/topics/speed-management-for-safety/speed-as-a-safety-problem/>



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Appendix H

Neighborhood Traffic Calming Program Forms



Request for Traffic Calming

Please read through the Neighborhood Traffic Calming Program (NTCP) prior to starting the traffic calming request process. Where an HOA exists, the request must come from the HOA. Where no HOA exists, a group of citizens may initiate the process. In order to request a Traffic Calming Study, 4 different property owners must sign (1 individual from each property is allowed to sign).

Date: _____

Neighborhood (HOA) Representative: _____

The Neighborhood Representative will serve as the liaison between the neighborhood group and the Engineering staff. The neighborhood representative will be responsible for obtaining the appropriate petition signatures.

Phone Number: _____

E-mail Address: _____

Address: _____

HOA Name: _____

Neighborhood Name: _____

Name	Address	Signature

Please continue to next page.



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Please describe the location and perceived problem below.



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Vote by Proxy Form (Public Meeting)

This form is to be used by those that are able to attend the public meeting to discuss the results from the traffic study that was requested and potential alternatives to implement. This form must be filled out and signed before the public meeting. This form shall be turned in at the time when voting shall occur to determine the citizens preferred traffic calming alternative.

Date: _____

Name: _____

Address: _____

As this form is required to be filled out before the results and potential alternatives are shared with the public, please list your top three alternatives that you would like to see in your neighborhood based on the approved list in Appendix B. Based on the alternatives presented at the public meeting, your top alternative will be your vote. If your top alternative is not an option, your secondary alternative will be your vote and so on.

Preferred Alternative: _____

Secondary Alternative: _____

Tertiary Alternative: _____

Signature: _____



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Neighborhood Traffic Calming Petition Form

Name of neighborhood and/or requesting organization: _____

Contact person: _____ Telephone No. _____

Street(s) to be calmed: _____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

Request Statement: _____

Proposed Alternative: _____

SIGNATURES:

	Property Owner Name		Property Address	Telephone Number
	Print Name	Signature		
1				
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FRANKLIN
TENNESSEE

Petition Proxy Voting Form

This form is to be used by those that reside in a rented single family home and have contacted the owner of the property asking permission to vote for a Traffic Calming Measure on the owner's behalf. The renter must contact the owner of the property either directly or through the management company. The owner must fill out the following to allow the renter to vote on the Traffic Calming Petition and at the public meeting. Electronic scan/picture of this form is acceptable.

Date: _____

Owners Name: _____

Owners Address: _____

Voting Property Address: _____

I _____ (property owners name) hereby give permission to the renter at the above address to vote in all matters in the Traffic Calming process.

Signature: _____