

**City of San Gabriel  
Public Works Department**

**Speed Hump Policy for  
Residential Streets**

# **CITY OF SAN GABRIEL SPEED HUMP POLICY FOR RESIDENTIAL STREETS**

## **INTRODUCTION**

The City of San Gabriel periodically receives requests from residents to install speed humps to reduce vehicular speeds on local residential streets. In response to requests from residents to install speed humps, City staff has developed this Speed Hump Policy to clarify the procedures for the installation and removal of speed humps in the City of San Gabriel. The first two years of this policy will be implemented as a pilot program where a limited number of locations may be considered and observed at the discretion of the Public Works Director. During this pilot program phase, the costs associated with installation and removal will be paid for by property owners along the block adjacent to the humps.

The Speed Hump Policy will continue to use Los Angeles County's speed hump consideration criteria as modified to meet the needs of the City. Los Angeles County's speed hump consideration criteria are located in the *Traffic Safety Tool Kit* (Los Angeles County Department of Public Works, Traffic & Lighting Division, no date). The City will use this criteria as guideline to determine if speed humps should be installed on residential streets. Installation of speed humps on major streets would have severe negative effects on the flow of traffic, so much so that traffic would overflow onto local residential streets. The City will not install speed humps on streets with industrial and/or commercial land uses fronting the candidate street segment. Speed humps will not normally be installed in isolated blocks along a continuous street or on relatively short cul-de-sac streets. Speed humps should not be installed on street segment(s) less than 1,000 feet, or where traffic signals or stop signs exist less than 1,000 feet apart along the street segment(s). The street should not have grades greater than 5%. Speed humps should not be installed on streets with horizontal curves with less than 300 feet centerline radius, and on streets with vertical curves with less than minimum safe stopping sight distance. Speed humps should generally be avoided where the drainage gutter or flow of water is in the center of the roadway. Drainage and hydraulic impacts should be carefully evaluated on a case-by-case basis for such streets.

## **FEE SCHEDULE**

In accordance with the City's Fee Resolution, the applicant(s) shall remit an Application Fee and Design Deposit at the time of submitting the application to the Public Works Department. If the application is approved by Public Works Department and City Council, the applicant(s) is required to submit the Construction Administration Fee and Construction Deposit to the City within 30 days of the approval. It is preferable to receive one (1) payment from the group of applicable residents.

The cost for installation of the speed hump(s) will be funded by the property owners. If the application is recommended by the City Traffic Engineer/Consultant and approved by City Council, the City may create an assessment district in accordance with the Improvement Act of 1911 to fund the installation of speed humps. The cost will be distributed among the total number of parcels and prorated in proportion to the parcel frontage length in the assessment district.

<b>SPEED HUMPS REVIEW PER PROJECT</b>	
<u>Application Fee:</u> Speed study and design administration/ Evaluation	\$1,405
<u>Design Deposit</u> Collect at the time of application. Residents are responsible to pay "actual cost" for the speed study, and design work. Any unused funds will be returned to the applicant(s).	\$4,000
<u>Construction Deposit</u> Collect once approved and prior to construction. Residents are responsible to pay "actual cost" for the construction of the speed humps. Any unused funds will be returned to the applicant(s).	\$7,500 per planned speed hump
<u>Construction Administration Fee:</u> Construction Phase (include design, reporting, fee collection, and contract administration)	\$1,660
<u>Removal Deposit</u> Collect once approved and prior to removal. Residents are responsible to pay "actual cost" for the removal of the speed humps. Any unused funds will be returned to the applicant(s).	\$3,000 per speed hump

**PROCEDURES FOR THE INSTALLATION OF SPEED HUMPS**

The applicant must be a property owner on the specific street segment of the request for speed humps. Each speed hump request will be evaluated on a block-by-block basis based on its own individual merits. Requests will not be accepted or processed until full payment of required fees are made in advance. On occasion, the City may receive multiple requests within a short time period for the installation of speed hump(s) for a specific street segment. The City will accept requests only once every two (2) years per street segment.

**STEP 1 APPLICANT SUBMITS APPLICATION/REQUEST FOR SPEED HUMPS**

The applicant shall remit an Application Fee and Design Deposit at the time of submitting the writing application. The Application Fee is established by the City Fee Resolution to evaluate the speed hump request and oversee the speed hump(s) design for the candidate street segment (block-by-block basis). Applicants shall be responsible to pay: "actual cost" for the speed study and design work. A Design Deposit shall be collected for these purposes with any unused funds being returned. In addition, the applicant shall submit to the City the signed petition in favor of, or against, speed hump(s) on the candidate street segment. The petition must be signed by property owners (one signature per parcel) with property frontage on the candidate street segment. Authorized representatives may sign the petition on behalf of the property owners provided that appropriate support documentation is also submitted with the petition to the City (see attached form).

At least 75 percent of the property owners living on the candidate street segment are required to request the installation of speed hump(s); if less than 75 percent of the residents support the request, then speed humps shall not be considered for the candidate street segment and further study is not required. If the installation of speed humps is denied by Public Works Department or the City Council, the City will refund 80 percent of the Application Fee. Appeals on the denial of speed humps shall be submitted in writing to the Director of Public Works for further consideration by City Council.

If the required numbers of signatures is met, notification to all residents of parcels adjacent to the closest streets surrounding the blocks adjacent to the speed humps and will be distributed by the City.

**Note that a "YES" vote on the petition form constitutes that the property owner does not object to the City establishing an assessment district in accordance with the Improvement Act of 1911 to fund the installation of the speed hump(s).**

## **STEP 2 CITY COMPLETES SPEED HUMP WORKSHEET**

Upon verification of petition signatures with 75 percent of property owners or authorized representatives in support of the installation of speed hump(s), the City will collect speed profiles and daily traffic counts for one (1) average day (Tuesday, Wednesday or Thursday). Additional speed profiles, daily traffic counts or speed radar surveys may be collected at the expense of the applicant(s). If speed profiles and traffic counts support the case to install speed humps(s), the City Traffic Engineer/Consultant will evaluate potential locations for the installation of speed humps of the candidate street segment.

If the candidate street segment does not meet all of the criteria in the Speed Hump Worksheet or an appropriate location cannot be found, then speed humps shall not be considered for this candidate street segment. The City Traffic Engineer/Consultant shall consider and recommend other traffic calming measures such as increased police enforcement or the use of portable radar trailer to reduce speeds. The denial of the installation of speed humps will be handled administratively. Appeals on the denial of speed humps shall be submitted in writing to the Director of Public Works for further consideration by City Council.

## **STEP 3 CITY COUNCIL APPROVES/DENIES SPEED HUMP(S)**

If the candidate street segment meets all the criteria in the Speed Hump Worksheet and at least 75 percent of the property owners or authorized representatives approve the use speed humps on the candidate street segment, the City Traffic Engineer/Consultant will make a recommendation to either approve or deny the installation of speed hump(s) and the City Council will consider the installation of speed hump(s). If approved, the City Council at this time or thereafter may also establish an assessment district in accordance with the Improvement Act of 1911 to fund the installation of the speed hump(s). Residents and property owners of the candidate street segment will be informed of the City Council Meeting. Staff will make every reasonable effort to notify the surrounding area of the proposal for speed humps on a particular street. Such notification may include information in City publications and neighborhood newsletters. The applicant(s) have to submit the Construction Deposit and Construction Administration Fee to the City within 30 days of the approval.

**New petitions will not be accepted within two (2) years of denial of the petition.**

#### **STEP 4 CITY INSTALLS SPEED HUMPS(S)**

The City will install speed hump(s) on the candidate street segment.

**The expected life of the speed hump is 20 years. At the end of the lifecycle of each hump, we will evaluate the desirability of each speed hump.**

#### **PROCEDURES FOR THE REMOVAL OF SPEED HUMPS**

The applicant must be a property owner on the specific street segment of the request for the removal of speed humps. Each speed hump request will be evaluated on a block-by-block basis based on its own individual merits. Requests will not be accepted or processed until full payment of required Removal Deposit is made in advance. On occasion, the City may receive multiple requests within a short time period for the installation of speed hump(s) for a specific street segment. The City will only accept requests once every two (2) years per street segment.

The applicant shall remit a fee to evaluate the speed hump petition for the removal of speed humps on candidate street segment. The petition must be signed by property owners (one signature per parcel) with property frontage on the candidate street segment. Authorized representatives may sign the petition on behalf of the property owners provided that appropriate support documentation is also submitted with the petition to the City. Petition forms are attached to this Speed Hump Policy. If at least 75 percent of the property owners do not request the removal of the speed hump(s), then speed humps shall not be removed. The denial of the removal of speed humps will be handled administratively. Appeals on the denial of the removal speed humps shall be submitted in writing to the Director of Public Works for further consideration by City Council.

**Note that a "YES" vote on the petition form constitutes that the property owner does not object to the City establishing an assessment district in accordance with the Improvement Act of 1911 to fund the removal of the speed hump(s).**