



Neighborhood Street Traffic Calming (NSTC)

Process Manual



Background

Nashville's Neighborhood Street Traffic Calming Program (NSTC) has been designed by NDOT, with input from the Metro Planning Department, Metro Police Department and other Metro Agencies. The goal of this program is to create an improved environment on neighborhood streets that promotes the safety of drivers, other road users, and neighborhood residents. Two primary objectives of the program are: (1) slowing traffic to an appropriate speed and (2) providing safer conditions for other road users such as pedestrians and cyclists.

The NSTC program uses a targeted approach to apply speed reduction measures on one or two NDOT selected neighborhood streets at a time. Large-scale attempts to change whole neighborhoods are outside the scope of a typical NSTC project. The reasons for this are, (1) a desire to use the available funding to aid many neighborhoods across Davidson County, and (2) to give the opportunity to reassess the impacts of the changes.

Traffic calming in Nashville began in 1998 as a pilot program and has operated continuously since. In May 2016, Executive Order No. 031 required that, "All Metro-owned transportation facilities in the public right-of-way including, but not limited to, streets, bridges and all other connecting pathways shall be designed, constructed, operated, and maintained to enhance environmental quality and to allow users of all ages and abilities to travel upon them safely and independently." This complete streets perspective drives NSTC activity, affirming the idea that streets are not solely for moving cars as quickly as possible.

The purpose of this manual is to define the general implementation of this NDOT program.

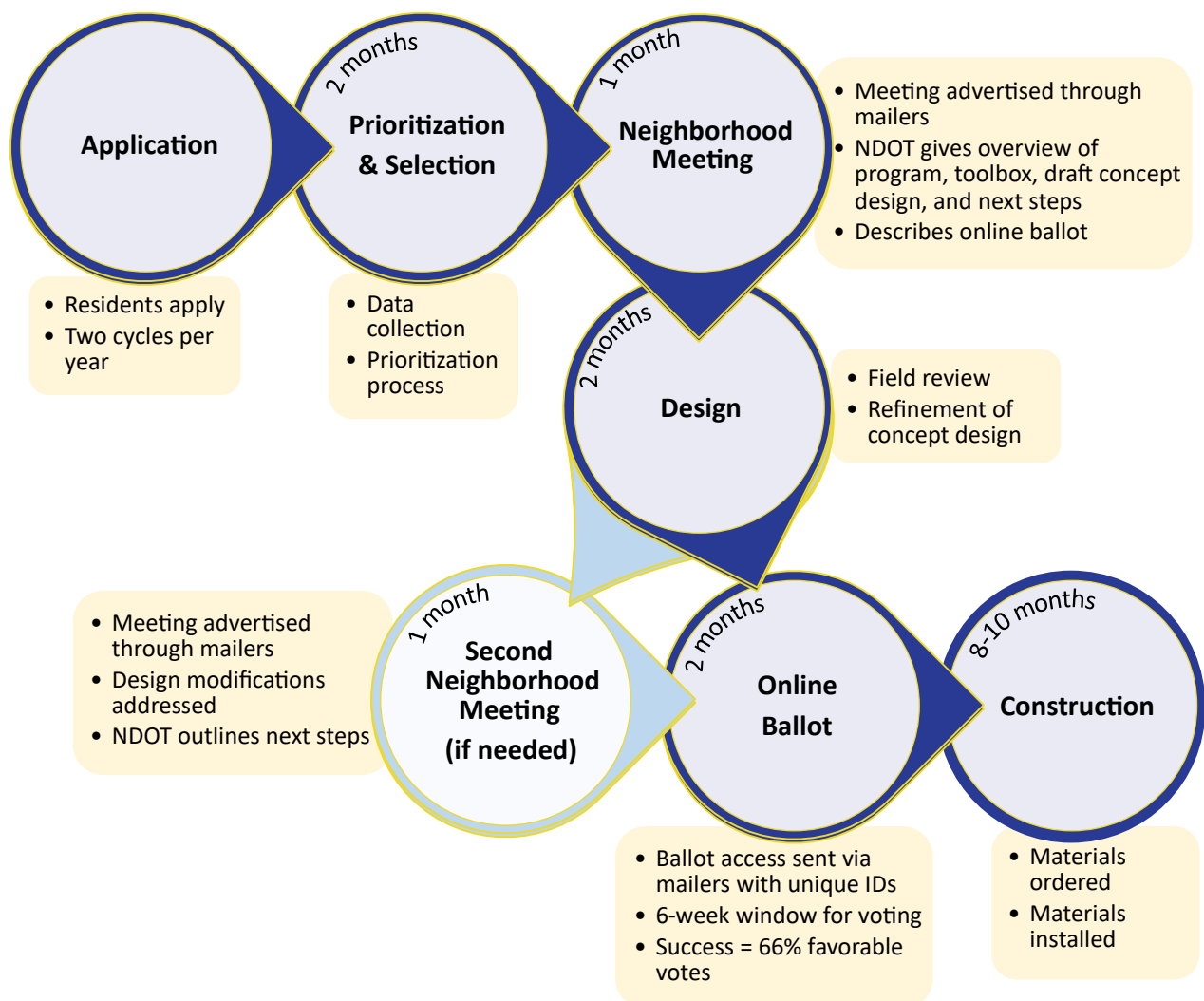


The NTSC Process

NDOT recognizes that all residents deserve access to safe, efficient, and pleasant streets. Unfortunately, the demand for traffic calming treatments often exceeds NDOT's resources to plan, design, and construct these. Therefore, neighborhoods must apply for NSTC assistance so that neighborhood street needs can be evaluated and prioritized.

Applications are accepted on a rolling basis at any time throughout the year; however, all applications that have been received to date will be evaluated during certain time periods, typically twice per year. There will be cut-off dates for applications to be considered for each selection cycle. Applications submitted after the cut-off date will be kept on-file and evaluated with the following cycle. This way, NDOT staff can compress data collection activities and studies to ensure efficiency and equity in neighborhood street evaluations. It also allows for more accurate feedback to NSTC applicants as resources can be better gauged. Ultimately, NDOT's desire is to provide a high level of service to residents and property owners along selected streets and responsible communication to all applicants. The current application deadlines for each cycle will be listed on the NDOT traffic calming website.

Typical NSTC Project Process



Program Policies & Eligibility

All streets accepted by NDOT as part of the public street network have met basic engineering standards for safety and operations. This notwithstanding, NDOT recognizes that some modifications on streets can help minimize the undesirable impacts of traffic, especially with respect to speed. Traffic management seeks to modify the behavior of drivers to what is appropriate for residential streets. These modifications are used judiciously and under the oversight of NDOT's licensed practicing engineering staff. The policies governing the intent and application of this program include:

- This program applies to existing residential streets that primarily serve residential neighborhoods. The traffic calming project must be on a public street under Metro's jurisdiction. The program generally excludes arterial streets and cul-de-sacs. The primary intent is to help neighborhoods which might be affected by traffic having origins or destinations outside of the neighborhood.

Other eligibility criteria are as follows:

- Less than 5,000 vehicles per day
- Less than or equal to 30 mph (posted)
- Less than 5% truck traffic and less than 100 trucks per day
- NSTC works best in concert with neighborhood associations and not individual citizens to accomplish its goals. A neighborhood association can vary from a long-term established group to a loose association established to accomplish neighborhood improvements. If no neighborhood organization exists, multiple neighbors can apply for assistance jointly.
- The goal of NSTC is to create conditions for slower traffic, not necessarily lower traffic volumes. It is not the desire of this program to relocate traffic or traffic concerns to other residential streets, although it may be desirable to balance traffic across a network of residential streets.
- Emergency vehicle access within and through neighborhoods will be carefully considered in the evaluation of traffic management and must be preserved in a reasonable fashion. It is recognized that certain traffic management techniques may result in increased emergency response times to certain streets and neighborhoods. NDOT engineers evaluate the impacts to emergency services as part of the creation of neighborhood street traffic calming plans and propose traffic calming methods based on a holistic approach to the safety and well-being of the neighborhood.
- NDOT will employ a variety of strategies and techniques to achieve the NSTC objectives. Street conditions may be evaluated before and after use.

Program Policies & Eligibility (Continued)

- Traffic management strategies and techniques shall be planned, designed, and developed in conformance with sound engineering practices. All plans will be reviewed, and approved, by NDOT before implementation to ensure that proper engineering guidelines have been followed. NDOT may modify treatments as necessary to ensure sound engineering principles are followed.
- Prior to the implementation of vertical traffic calming measures within the existing travel lane, a successful online ballot process must be completed.
- Process for officially closing an NSTC project.
 - Closing a project will involve NDOT writing a letter to the applicant(s) and CM along with listing the project's complete or withdrawn status on the traffic calming tracker (ArcGIS).
 - If an applicant wishes to withdraw their street from the program, NDOT must be notified in writing.
 - If a traffic calming project is stalled due to lack of participation from applicant(s) and a community project leader is not identified, NDOT will reach out to the appropriate Council Member to request their assistance with moving the project forward. If the Council Member indicates in 30 days the neighborhood no longer desires to be included in the program, NDOT will officially close the project.



Ballot Policy

Prior to the implementation of vertical traffic calming measures within the existing travel lane, two-thirds of ballot respondents along the affected street or street segment must vote yes on approving the proposed changes. The ballot requirements are as follows:

- Online ballot requires the property owner's name, address, and unique code for proper completion. NDOT will supply ballot code and website link by US mail. If the property owner owns multiple properties on the affected street, the owner is only allowed one vote.
- Affected streets are defined as any street where a vertical traffic calming element is being proposed. Any property owner with a property line along the affected street will be included in the ballot process regardless of street address. Nashville Department of Transportation will supply the list of eligible residences to the neighborhood if requested.
- The Nashville Parcel Viewer (maps.Nashville.gov/ParcelViewer) will be the official record for both addresses and property owners used to create mailers for all meeting/voting notices and to verify ballot respondents. Nashville Department of Transportation acknowledges that record updates to the Parcel Viewer may lag and the NDOT's Neighborhood Street Traffic Calming Program Manager is authorized to update the program's owner record if evidence of new ownership or residence is provided.
- Multi-family housing will be treated as reflected in the Nashville Parcel Viewer for the purpose of the ballot process. If the multi-family housing is listed as one parcel with one owner, it will be counted as one residence.
- A non-profit owner such as a school or church will be allowed one vote for any property owned on the affected street.
- Each property owner will have approximately six weeks to complete an online ballot. Once the advertised deadline has elapsed, the ballot will be closed and yes/no votes will be tallied.

Neighborhood Street Prioritization

Due to a limited amount of funding and staffing resources, a prioritization process is used to determine locations having the highest need for traffic calming.

Objective data is used to determine a prioritized list of neighborhood street(s) for which to develop treatments. Prioritization is based on the following data from applicant neighborhoods:

- **Vulnerable User Crash Survivability and Probability (70%):** Vehicular speed, and volume data will be collected by NDOT.
- **Vulnerable User Experience (30%):** Traffic speeds often discourage safe use of streets by pedestrians and cyclists. We evaluate the presence of likely nearby trip destinations (schools, parks, etc.), non-driver accommodations (bus routes, lack of sidewalks, etc.), and vulnerable user injury/fatalities as prioritization data in this category.

The Nashville Department of Transportation does not require re-application. However, due to Nashville's rapid growth, traffic conditions may have changed since the initial date of application. If an applicant wishes NDOT to reassess traffic conditions on their street(s), the applicant must reapply no earlier than two years after the initial date of application. The new application must include updated contact information and updated concerns related to safety and quality of life.

