



PROCEDURES AND GUIDELINES FOR THE POSSIBLE INSTALLATION OF SPEED HUMPS

City of Glendora

1. The Traffic Safety Committee's adopted policies and procedures for the installation of speed humps will be available to all interested parties. Included in this package will be a map of the streets that are not eligible for speed humps. If the street you are inquiring about is on this map it will not be considered further for installation of speed humps.
2. A representative of a local residential street who believes the residents of his/her street will support the installation of speed humps shall submit a request in writing to the Traffic Safety Committee (TSC). The letter should be sent to:

Traffic Safety Committee
City of Glendora
116 E. Foothill Blvd.
Glendora, CA 91741

3. Staff will study the proposed location and upon determination that a street is eligible for further consideration, the representative of the street ("sponsor") will be advised to submit a petition (forms provided by the City of Glendora) from the abutting property owners indicating that a significant majority (67% or more) support the installation of speed humps on their street. Also, 100% of property owners within 100 feet, or adjacent to all proposed device locations shall support the installation (see attached diagram for an example). The petition forms provided by the City of Glendora will state, "The installation of speed humps will only be considered after receipt of a petition from 67% or more of the property owners that are in favor." The City of Glendora will determine how many humps are necessary and their location.
4. The sponsor of the petition is required to contact every property owner of the abutting properties on the subject street. If a property owner is against the speed humps, the word "DISAPPROVED" will be noted on the petition. If the sponsor is unable to contact a property owner "NO CONTACT" will be noted on the petition signature space with the days and times that contact was attempted. The sponsor shall make at least two attempts on separate days to contact a property owner.

5. Upon verification of the adequacy and qualification of the petition, staff will make every reasonable effort to notify the surrounding areas of the proposal for speed humps on a particular street. If there is substantial opposition to the installation of speed humps by people who travel the street on a regular basis, staff will consult with the parties involved and attempt to reach consensus with the TSC for final determination.
6. Upon verification of the petition, staff will perform traffic speed and volume measurements and review the traffic accident history for the street in question. Also, the list of requested streets will be forwarded to the Police and Fire Departments for their comments.
7. Staff will then report their findings and the petition to the TSC for consideration. The resident representative will be sent written notice of the TSC meeting and an invitation to attend. If the TSC recommends approval for speed humps, the request will then go to City Council for final approval. Upon approval the humps will be installed in a timely manner within budget constraints. Note: In the public interest, TSC and/or City Council can deny the request to install speed humps.
8. If the TSC recommends denial to the request for installation of speed humps, the representative will be given written notice as to the specific reasons. Also, the petitioners may appeal the decision in writing to City Council within 15 days. If City Council approves the installation of speed humps then they will be installed.
9. Should TSC and City Council approve the installation of speed humps, property owners will be required to pay to the City of Glendora, the costs associated with installation.

GUIDELINES

1. Streets eligible for the installation of speed humps shall have a posted speed limit of 25 MPH as determined in accordance with State Law.
2. Street shall be no more than one lane in each direction.
3. Street shall not be wider than 44 feet curb to curb.
4. Alleys will not be considered for speed humps.
5. The street must not be a truck or bus route.
6. The street grade shall not be in excess of 5%.

7. Minimum unobstructed sight distance of 250 feet is required, which may be increased by 20% on streets with grades 3% or greater.
8. The street must have Average Daily Traffic (ADT) of at least 1000 and not more than 3000 vehicles.
9. The 85th percentile speed on the street must be a minimum of 35 MPH.
10. Street must have existing curb and gutter on both sides and a minimum of 1000 feet straight length uninterrupted by a traffic signal, stop or yield control.
11. Installation of speed humps will not be permitted where substantial diversions of traffic to other local streets may occur.
12. Speed humps shall be a minimum of 10 feet from driveways, manholes, drain inlets, water valves, street monumentation and other appurtenances.
13. Speed humps will be located a minimum of 25 feet from fire hydrants.
14. Speed humps should be located in line with, or near residential property lines.
15. Speed humps should be spaced between 200 and 400 feet.
16. Candidate streets shall meet **ALL** above requirements.

CITY OF GLENDORA

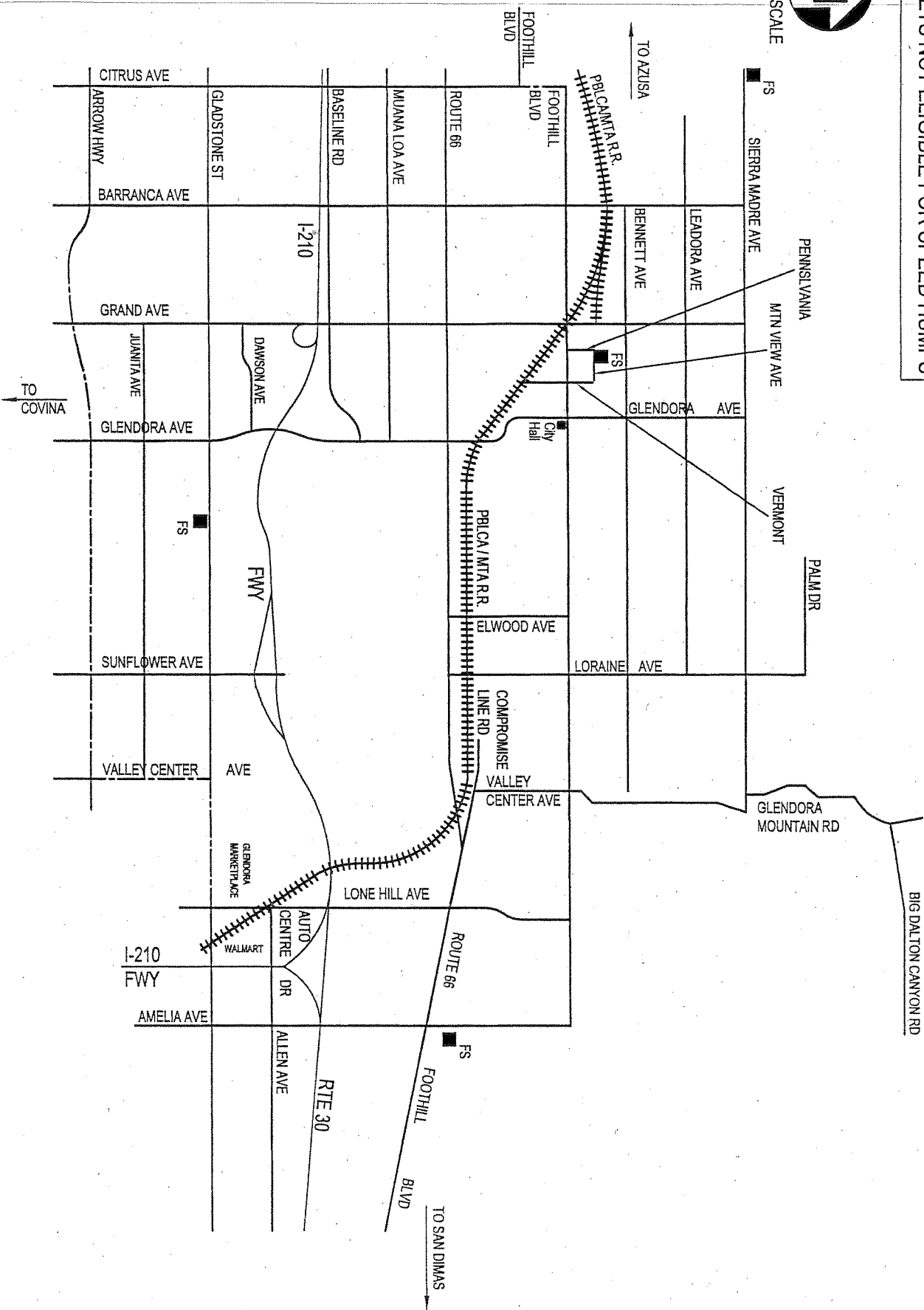
STREETS NOT ELIGIBLE FOR SPEED HUMPS

LEGEND

■ FIRE STATION



NOT TO SCALE



Public Works Division

The undersigned approve/disapprove the implementation of speed humps on the following residential street on _____ between _____ and _____.

The installation of speed humps will only be considered after receipt of a petition from 67% or more of the property owners in favor of the installation. Should council approve the installation of speed humps, residents will be required to pay to the City of Glendora, the costs associated with installation unless such payment is waived by action of the City Council.

City of Glendora
Traffic Safety Committee
116E. Foothill Blvd.
Glendora, CA 91741

The contact person(s) will act as the facilitator(s) between the neighborhood residents and the Public Work staff. The facilitator's duties will include collection of all necessary signatures from residents.

[illegible]

ONLY ONE SIGNATURE ALLOWED FOR EACH ADDRESS

[illegible]

TYPICAL SPEED HUMP INSTALLATION

