



Lewiston Public Works Advisory Commission
REGULAR MEETING AGENDA
November 8, 2023 - 12:00 PM
Bell Building 2nd Floor Meeting Room - 215 D Street
Lewiston, Idaho 83501

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's Facebook page or the City's website at cityoflewiston.org.

I. CALL TO ORDER

II. CITIZEN COMMENTS

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff. Comments may be made: (1) in-person, (2) by emailing publicworks@cityoflewiston.org, or (3) by calling 208-746-1316 extension 6 and leaving a message. Comments submitted by email or phone will be forwarded to the Public Works Advisory Commission. If you would like your comment to be read out loud during the meeting, please so indicate in your message.

III. ACTIVE AGENDA

- A. SPEED LIMITS/TRAFFIC ENGINEERING**: An overview of how traffic signage and speed limits are determined and how this interplays with the City of Lewiston's code, processes, and procedures. - Presentation (Luke Antonich)
- B. DRAFT POLICY AND PROCEDURES FOR NEIGHBORHOOD TRAFFIC CALMING REQUESTS**: Soliciting feedback on the draft policy which would replace the existing traffic calming request review process and assist in implementing a Residential Traffic Calming Program for the City of Lewiston.

IV. UPCOMING EVENTS/MEETINGS

- A. REGULAR MEETING - DECEMBER 13, 2023**: Query of Commissioners to attend the next regularly scheduled meeting. Virtual attendance can be accommodated provided enough notice is given to staff.
- B. STORMWATER DRAINAGE SYSTEM UTILITY: PUBLIC OUTREACH EVENT - LATE NOVEMBER**: In late November, the City will be holding a public outreach event at a venue located in the Lewiston Orchards for lunchtime and evening sessions where the public can learn more about the Stormwater Drainage System Utility. More information on the event will be made available at www.cityoflewiston.org/dsu.

V. UNFINISHED & NEW BUSINESS

- A. COMMISSIONER COMMENTS**: *Comments should not be related to an item*

currently before the Commission or an item that may come before the Commission in the foreseeable future, and should be limited to comments, not discussion.

B. STAFF LIAISON COMMENTS: *Comments should not be related to an item currently before the Commission or an item that may come before the Commission in the foreseeable future, and should be limited to comments, not discussion.*

C. FUTURE AGENDA ITEMS: - Action Item

VI. ADJOURNMENT

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact Public Works Specialist Haley Kelley at least 48-hours in advance of the meeting time at (208) 746-1316 ext. 0 or publicworks@CityofLewiston.org.

Memo



To: Public Works Advisory Commission

From: Luke Antonich, PE, City Engineer

Copy: Dustin Johnson, PE, Public Works Director
Haley Kelley, Public Works Specialist

Date: October 31, 2023

Subject: **Speed Limits/Traffic Engineering - Overview**

Setting Speed Limits

Resource: USDOT Federal Highway Administration (FHWA)

States establish their speed limits based on national standards outlined in FHWA's *Manual on Uniform Traffic Control Devices* (MUTCD) and their own legal frameworks. Most States have statutes establishing default speed limits determined by road type and location.

States and most local governments also have the authority to change speed limits on the basis of an engineering study in sections of roads where the statutory limits do not fit specific conditions. The speeds posted in these speed zones designate the maximum reasonable and safe speed, based on favorable conditions.

The MUTCD is the national standard for all traffic control devices on roads open to public travel. It *requires* that speed limits be posted in increments of 5 mi/h and that speed limits in speed zones be based on an engineering study and analysis of free flow speeds (speeds that are unimpeded by other vehicles, stop signs, signals, or inclement weather).

The MUTCD recommends that agencies set speed limits within 5 mi/h (8 km/h) of the 85th percentile speed of free-flowing traffic. The 85th percentile speed is the speed that 85 percent of drivers travel at or below and is one of the best indicators of a reasonable and safe speed. According to FHWA's report, *Methods and Practices for Setting Speed Limits* (FHWA-SA-12-004), motorists who drive faster contribute disproportionately to the risk of crashes. Setting a speed limit 5 mi/h higher than the 85th percentile speed will make a few additional drivers legal, but setting it 5 mi/h lower will make violators out of nearly half of all drivers.

The MUTCD also lists other risk factors that may be considered, including road geometry, the pace speed (the 10 mi/h speed range at which the most vehicles are driving), roadside development, parking practices, pedestrian activity, and crash experience. However, it does not provide specific guidance on how to account for these variables.

City of Lewiston Speed Limits

The City of Lewiston operates under the authority granted to it by the State of Idaho in Idaho Statutes 49.207 and 49.654 (included in the packet). The state code sets residential, commercial,

business districts at 35 MPH while leaving the authority with the cities to adjust based on engineering studies. The speed limit within the City of Lewiston is set by City code 35-32 (included in the packet). The governing speed limit within the city limits is 25 MPH unless otherwise posted. This limit is posted on streets/roads entering and exiting the City at the city limits line.

When making adjustments to the speed limits the City of Lewiston employs the *Engineering approach* for setting speed limits. This approach typically involves a starting point (or base condition) from which engineers first identify a speed limit using the 85th percentile speed or road function, and then adjust it in accordance with other roadway characteristics, such as pedestrian or bicyclist activity, roadside hazards, and the presence or absence of medians.

School speed limit postings are governed by Public Works Policy 2012-3 (included in the packet).

City of Lewiston Speed Limit Signs

The City of Lewiston tracks its MUTCD R2-1 regulatory (speed limit) signs in an asset management software (Cartegraph). According to Cartegraph, the city has posted 377 speed limit signs.

The current informal policy for 25 MPH signs is to use them to transition traffic on an individual street from one speed to another. For example: eastbound Main Street transitions from 20 MPH to 25 MPH after exiting the downtown corridor at 9th Street.

Budget Considerations

Current Status: Funding for the signs occurs within the City of Lewiston Street's budget. This budget took a major hit last year when Water and Wastewater franchise fees ended. We've been informed this budget will take another hit this year as Nez Perce County Commissioners have elected to eliminate the Road and Bridge tax in 2024, a removal of \$330,000 of revenue from the City's Street's budget.

Each component of a sign has its own cost. Currently, the cost for the labor and materials for the City to install an R2-1 sign is \$300. Signs need maintenance and are on a scheduled plan for sign face replacement which runs about \$150, half the cost of the install, every 15 years. This does not include any overhead cost.

Attachments:

1. Idaho Code Section 49-654: Basic Rule and Maximum Speed Limits
2. Idaho Code Section 49-207: Municipal Registration Prohibited – Power to Enact Regulatory Ordinances Not Abolished
3. Lewiston City Code Section 35-32: Maximum Speed Limits
4. City of Lewiston Public Works Policy 2012-3: Posted School Zone Speed Limit Defined & Placement of School Flashers



Idaho Statutes

TITLE 49 MOTOR VEHICLES CHAPTER 6

RULES OF THE ROAD

49-654. BASIC RULE AND MAXIMUM SPEED LIMITS. (1) No person shall drive a vehicle at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing. Consistent with the foregoing, every person shall drive at a safe and appropriate speed when approaching and crossing an intersection or railroad grade crossing, when approaching and going around a curve, when approaching a hillcrest, when traveling upon any narrow or winding highway, and when special hazards exist with respect to pedestrians or other traffic or by reason of weather or highway conditions.

(2) (a) Where no special hazard or condition exists that requires lower speed for compliance with subsection (1) of this section, the limits as hereinafter authorized shall be maximum lawful speeds, and no person shall drive a vehicle at a speed in excess of the maximum limits:

(i) Thirty-five (35) miles per hour in any residential, business or urban district, unless otherwise posted in accordance with section 49-207(2) or (3), Idaho Code;

(ii) Seventy-five (75) miles per hour on interstate highways, unless otherwise posted in accordance with section 49-201(4), Idaho Code, and provided that this speed may be increased to eighty (80) miles per hour if the department completes an engineering and traffic study on the interstate highway and concludes that the increase is in the public interest and the transportation board concurs with such conclusion;

(iii) Sixty-five (65) miles per hour on state highways, unless otherwise posted in accordance with section 49-201(4), Idaho Code, and provided that this speed may be increased to seventy (70) miles per hour if the department completes an engineering and traffic study on the state highway and concludes that the increase is in the public interest and the transportation board concurs with such conclusion;

(iv) Fifty-five (55) miles per hour in other locations, unless otherwise posted, up to a maximum of seventy (70) miles per hour.

(b) Subject to all other applicable motor vehicles laws, a driver of a passenger car, motorcycle or pickup truck, not towing any other vehicle, may exceed the posted speed limit by up to fifteen (15) miles per hour while passing another vehicle traveling at less than the posted speed limit, in order to safely pass the vehicle. The overtaking vehicle shall return to the right-hand lane and reduce speed to the posted speed limit as soon as practicable. This paragraph shall be applicable only to passing on the left upon roadways divided into two (2) lanes providing only one (1) lane of traffic in each direction and where the posted speed limit is fifty-five (55) miles per hour or greater. This paragraph shall not be applicable in construction zones. For purposes of basic rule violations and penalties imposed pursuant to this section and Idaho infraction rule 9, the fifteen (15) mile per hour allowance in passing situations provided in this paragraph shall be deemed to be the maximum speed limit from which fines are determined.

(3) For vehicles with five (5) or more axles operating at a gross weight of more than twenty-six thousand (26,000) pounds the maximum lawful speed limit on interstate highways in nonurban areas shall not exceed ten (10) miles per hour less for vehicles with less than five (5) axles and operating at a gross weight of twenty-six thousand (26,000) pounds or less, and in urban areas the maximum lawful speed limit on interstate highways for such vehicles shall not exceed sixty-five (65) miles per hour.

History:

[49-654, added 1988, ch. 265, sec. 179, p. 668; am. 1989, ch. 89, sec. 1, p. 210; am. 1991, ch. 100, sec. 3, p. 223; am. 1996, ch. 270, sec. 4, p. 878; am. 1997, ch. 155, sec. 6, p. 450; am. 1997, ch. 377, sec. 1, p. 1207; am. 1998, ch. 158, sec. 1, p. 534; am. 2012, ch. 325, sec. 6, p. 905; am. 2014, ch. 126, sec. 1, p. 357; am. 2015, ch. 24, sec. 1, p. 29; am. 2017, ch. 83, sec. 1, p. 227.]

How current is this law?

Search the Idaho Statutes and Constitution



Idaho Statutes

TITLE 49
MOTOR VEHICLES
CHAPTER 2
GENERAL

49-207. MUNICIPAL REGISTRATION PROHIBITED – POWER TO ENACT REGULATORY ORDINANCES NOT ABOLISHED. (1) Authorities of counties and cities shall have no power to pass, enforce or maintain any ordinance requiring, from any owner of a vehicle or any dealer to which this title shall be applicable, any tax, license or permit for the free use of the public highways of a county or city, or prohibiting or excluding any owner or dealer from the free use of such highways or excluding or prohibiting any vehicle registered in compliance with the provisions of this title from the free use of the highways. Powers given by general statutes to local authorities in cities to enact general ordinances applicable equally and generally to all vehicles and the use of highways to bring about the orderly passage of vehicles upon certain highways in such cities where the traffic is heavy and continuous, and powers given to cities to regulate vehicles offered to the public for hire, or processions, assemblages or parades on the highways or in public places shall remain in full force and effect, and all ordinances which may have been or which may be enacted in pursuance of those powers shall remain in full force and effect. These provisions of law shall not be construed to prevent cities from enacting and enforcing general ordinances prescribing additional requirements as to speed, manner of driving or operating vehicles on any of the highways of such cities, and prescribing other requirements pertaining to signals to be given by drivers or operators of motor vehicles, the carrying of lights on motor vehicles, the turning of motor vehicles on highways, and requirements for motor vehicles in passing other vehicles and pedestrians.

(2) Whenever local authorities in their respective jurisdictions determine on the basis of an engineering or traffic investigation, and the residential, urban or business character of the neighborhood abutting the highway in a residential, business or urban district that the speed limit permitted under this title is greater than is reasonable and safe under the conditions found to exist upon a highway or part of a highway or because of the residential, urban or business character of the neighborhood abutting the highway in a residential, business or urban district, the local authority may determine and declare a reasonable and safe maximum limit which:

- (a) Decreases the limit within a residential, business or urban district;
- (b) Increases the limit within a nonresidential area of an urban district but not to more than seventy (70) miles per hour; or
- (c) Decreases the limit outside an urban district.

(3) Local authorities in their respective jurisdictions shall determine by an engineering or traffic investigation the proper maximum speed not exceeding a maximum limit of seventy (70) miles per hour for all arterial highways and shall declare a reasonable and safe maximum limit which may be greater or less than the limit permitted under this title for an urban district.

(4) Any altered speed limit established shall be effective at all times or during hours of darkness or at other times as may be determined when appropriate signs giving notice are erected upon the highway. Any alteration of maximum limits on state highways or extensions in a municipality by local authorities shall not be effective until the alteration has been approved by the department. Provided however, that any alteration of speed limits must be based upon a traffic engineering study approved by the department and completed according to department standards. The alteration of speed limits by local authorities shall be done in consultation with the department. In the event of disagreement between the department and local authorities, the department traffic study shall be adopted,

unless the local government traffic study is submitted to the Idaho transportation department board and the board adopts the local study in whole or in part.

History:

[49-207, added 1988, ch. 265, sec. 8, p. 577; am. 1989, ch. 310, sec. 9, p. 783; am. 1991, ch. 100, sec. 2, p. 222; am. 1996, ch. 270, sec. 3, p. 877; am. 1997, ch. 155, sec. 4, p. 448; am. 2012, ch. 325, sec. 4, p. 902; am. 2014, ch. 126, sec. 3, p. 359.]

How current is this law?

Search the Idaho Statutes and Constitution

- **Sec. 35-32. - Maximum speed limits.**

Pursuant to Idaho Code § 49-207(2), 49-208, and 50-314, no person shall operate any vehicle at a speed in excess of the following:

(1) Twenty-five (25) miles per hour upon any public street or highway within the city, including O'Conner Road from Bryden Avenue to Southport Avenue, except:

a. As determined and properly posted by the Idaho Transportation Department for that portion of U.S. Highway 12/95 from the east city limits to the junction of the north bound ramp of U.S. Highway 95/U.S. Highway 12;

(2) Forty-five (45) miles per hour for that portion of State Highway 128 (Down River Road), from the Washington State Line to 0.03 miles west of 18th Street North; that portion of U.S. Highway 12 (Dike Bypass Route) from the intersection of 18th Street and Main Street westerly to its junction with "D" Street; that portion of Bryden Canyon Road 0.11 miles east of the west city limit line to 0.13 west of its junction with 4th Street;

(3) Thirty-five (35) miles per hour on that portion of State Highway 128 (Down River Road) from 0.03 miles west of 18th Street North to the junction of U.S. Highway 12, and the portion of U.S. Highway 12, from the U.S. Highway 12 and U.S. Highway 95 interchange; Albright Grade; that portion of U.S. Highway 12 (Dike Bypass Route) from its junction with "D" Street to its junction with Snake River Avenue; Main Street, between 21st Street and Mill Road; 21st Street, between Main Street and 19th Avenue; 17th Street, between 16th Avenue and Stewart; 8th Street, between 19th Avenue and Mayfair Court; 16th Avenue, between 8th Street and 13th Street; Southway, between 8th Street and Snake River Avenue; Snake River Avenue, between the city limits and U.S. Highway 12; 5th Street between Stewart and Bryden Avenue; Bryden Avenue, between 0.13 miles west of 4th Street and Thain Road; Warner Avenue between Thain Road and 16th Street; Burrell Avenue, between 14th Street and Lindsay Creek Road; Duthie Boulevard, between Snake River Avenue and 0.1 miles downhill of Ridgewater Drive; Grelle Avenue, between Thain Road and the east city limits; Powers Avenue, between 16th Street and the east city limits; 10th Street, between Ripon Avenue and Cedar Avenue; 10th Street, from Thain Road north to the city limits; Thain Road, from Stewart Avenue to 14th Street; 14th Street from Thain Road to Ripon Avenue; Ripon Avenue, from 10th Street to Barr Street; Country Club Drive, from its intersection with Snake River Avenue to its intersection with Reservoir Drive; Thain Grade, between 19th Avenue and Stewart Avenue; Nez Perce Grade; Lapwai Road from East Main to city limits; Barr Street to east city limits; Old Spiral Highway from the Nez Perce County Lewiston city limits line south to the intersection of Old Spiral Highway and Idaho State Highway 128 (Down River Road) shall be thirty-five (35) miles per hour.

(4) Fifteen (15) miles per hour when traversing an uncontrolled intersection of streets when the operator's view is obstructed. The operator's view shall be deemed to be obstructed when, at any time during the last fifty (50) feet of his approach to an intersection, he does not have a clear and uninterrupted view of such intersection and of streets entering such intersection for a distance of one hundred (100) feet from such intersection.

(5) Twenty (20) miles per hour within designated school zones, designated safety zones or when crossing any marked crosswalk designated to be reduced speed zones where signs "When Children Are Present" or "Where Pedestrians Are Present" exist.

(6) Twenty (20) miles per hour for all trucks proceeding downhill on all grades exceeding five (5) percent and five hundred (500) feet in length, except those grades located on U.S. 95, U.S. 12 and Barr Street.

(7) Twenty (20) miles per hour. That portion of 4th Street D south of Bryden Avenue and providing access to the airport terminal; that portion of Burrell Avenue west of 4th Street D and providing access to the airport terminal; and that portion of Main Street east of Snake River Avenue and west of 11th Street.

Compliance with the speeds set forth in this section under the circumstances set forth herein shall not relieve the operator of any vehicle from the further exercise of due care and caution as further circumstances shall require.

(Code 1960, § 19-59; Ord. No. 3017, § 1, 3-29-71; Ord. No. 3056, § 1, 11-22-71; Ord. No. 3224, § 1, 7-29-74; Ord. No. 3274, § 1, 6-16-75; Ord. No. 3278, § 1, 7-28-75; Ord. No. 3420, § 1, 1-3-78, Ord. No. 3451, § 1, 7-31-78; Ord. No. 3497, §§ 1 - 3, 8-20-79, Ord. No. 3572, § 1, 5-26-81; Ord. No. 3633, § 1, 3-22-82, Ord. No. 3695, § 1, 5-31-83; Ord. No. 3750, § 1, 8-6-84; Ord. No. 3805, § 1, 4-21-86, Ord. No. 3828, § 1, 8-4-86; Ord. No. 3892, § 1, 11-16-87; Ord. No. 3906, § 1, 12-21-87; Ord. No. 3924, § 1, 5-9-88; Ord. No. 4003, § 3, 2-3-92; Ord. No. 4044, § 1, 12-14-92; Ord. No. 4059, § 1, 3-8-93; Ord. No. 4139, § 1, 8-21-95; Ord. No. 4214, § 1, 4-6-98; Ord. No. 4288, § 1, 11-24-03; Ord. No. 4577, § 1, 3-26-12; Ord. No. 4615, § 1, 10-27-14; Ord. No. 4702, § 1, 8-21-17; Ord. No. 4711, § 1, 10-9-17; Ord. No. 4811, § 1, 4-12-21)



PUBLIC WORKS POLICY

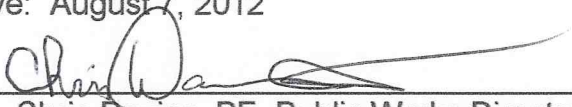


Policy No.: 2012-3

Subject: Posted School Zone Speed Limit Defined & Placement of School Flashers

Authored by: Iris Heidorn, Engineering Technician

Date Effective: August 7, 2012

Approved: 
Chris Davies, PE, Public Works Director

This policy defines the posted school zone speed limit as provided for in City Code Chapter 35 Traffic, which states that no person shall operate any vehicle at a speed in excess of twenty (20) miles per hour within designated school zones. Also included in this policy are guidelines for placement of school flashers.

In addition, guidelines and requirements are stated that include, but are not limited to:

- Current Manual of Uniform Traffic Control Devices [MUTCD]
- Idaho Statutes 49-658 'School Zone Speed Limit'

Definitions as used in this Policy:

School is an accredited public, parochial, or private learning institution for one or more grades kindergarten to 12.

Designated School Zone is a roadway segment approaching, adjacent to and beyond school buildings or grounds frequently used by and adjacent to elementary schools [grades kindergarten to sixth grade]. Warning and regulatory signs may be placed within this 'designated school zone' as established by official action by the local statute that owns and maintains the roadway containing the segments; and appropriately signed in conformance with the current state adopted MUTCD and guidance issued by the Idaho Transportation Department or State Highway Administration. Except in unusual circumstances and as justified by the Public Works Director or their designee, a school zone adjacent to a school should not exceed 300 feet approaching or beyond the school. School zone designations will not be used on practice or performance fields, such as soccer, football or baseball fields.

School building or grounds means school property that school children routinely enter directly from the subject road segment.

Guidelines for placement of School Zone Speed Limit Signage:

School Zone Speed Limit signs are located:

1. Within designated school zones [attached aerial maps show school zone boundaries].
2. The decision to expand the designated school zone at a particular location is based on an engineering study or the application of engineering judgment.
3. A traffic order is written and signed prior to any changes or new placement of school zone speed limit signage.

Guidelines for placement of School Flashers:

School flashers are located:

1. Within designated school zones.
2. Outside designed school zones, if the posted speed is 35 MPH and there are 10 or more students [within a one-hour period] crossing at this location. Other factors that are considered is the age level of the students, availability of adequate sidewalk, the frequency of gaps in the traffic streams and existing traffic control in the area.
3. There are currently three locations outside a designated school zone: on 21st Street near 9th Avenue, on 5th Street and Warner Avenue and on Powers Avenue and 19th Street.
4. The decision to use a school flasher at a particular location is based on an engineering study or the application of engineering judgment.
5. A traffic order is written and signed prior to any changes to existing school flashers or placement of new school flashers.

Questions regarding this Public Works Policy should be directed to the Public Works Department at 208-746-1316.

Attachments: Aerial Photos of School Zone Boundaries (14 pages)

M:\ADMINISTRATIVE\PW Policies & Procedures\Pol 2012-3 School Zone Guidelines Defined.doc

Public Schools

Elementary Schools:

Camelot	1903 Grelle Ave
Centennial	815 Burrell Ave
McGhee	636 Warner Ave
McSorley	2020 15 th Street
Orchards	3429 12 th Street
Webster	1409 8 th Street
Whitman	1840 9 th Ave

Jenifer Junior High

Sacajawea Junior High

Lewiston High School

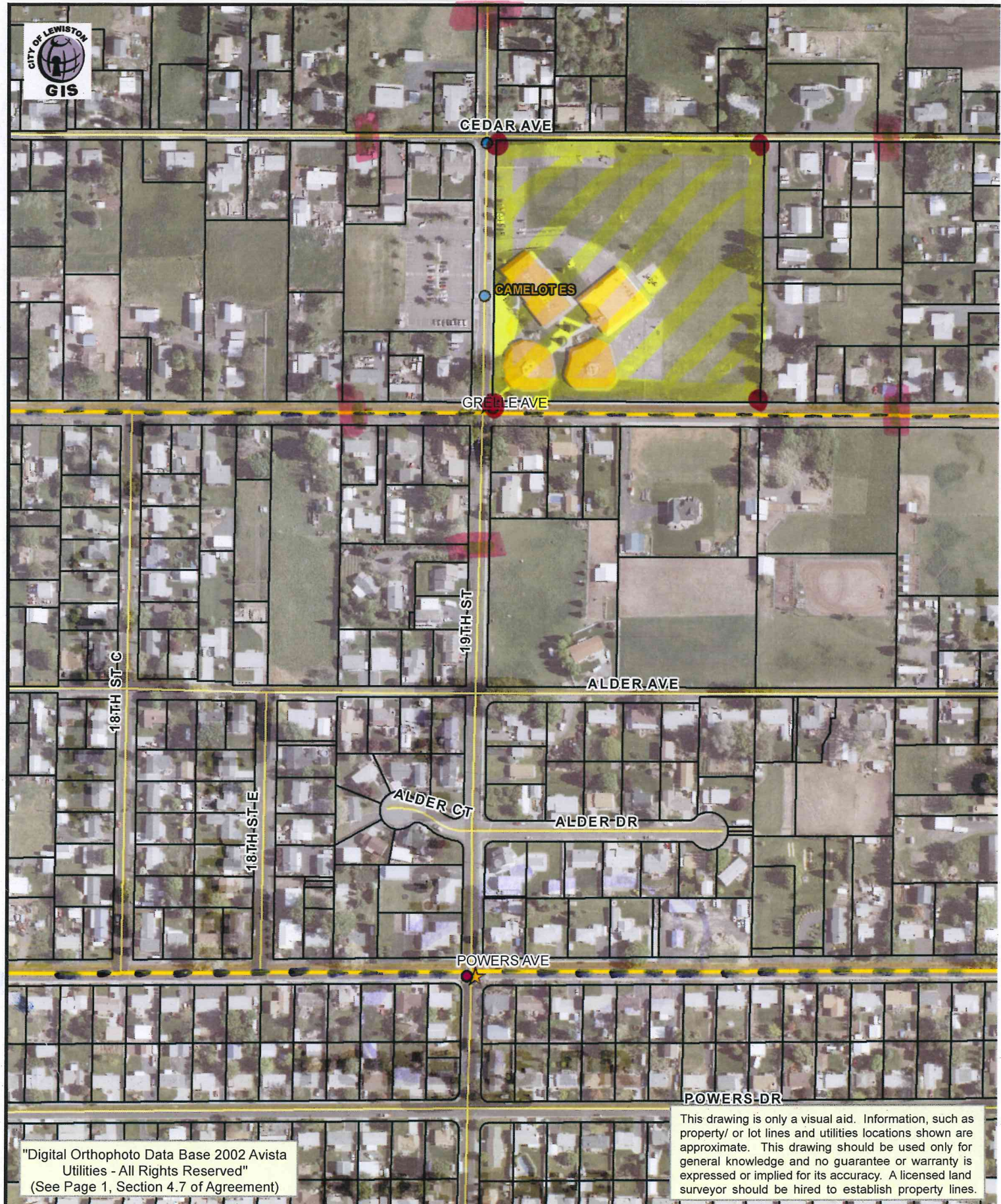
Private Schools:

All-Saints Catholic School	5 th Ave
Beacon School	Stewart Ave
Cornerstone Christian School	8 th Street

1 inch = 300 feet



CITY OF LEWISTON PUBLIC WORKS DEPARTMENT



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This drawing is only a visual aid. Information, such as property/ or lot lines and utilities locations shown are approximate. This drawing should be used only for general knowledge and no guarantee or warranty is expressed or implied for its accuracy. A licensed land surveyor should be hired to establish property lines.

CAMELOT ES



300' from

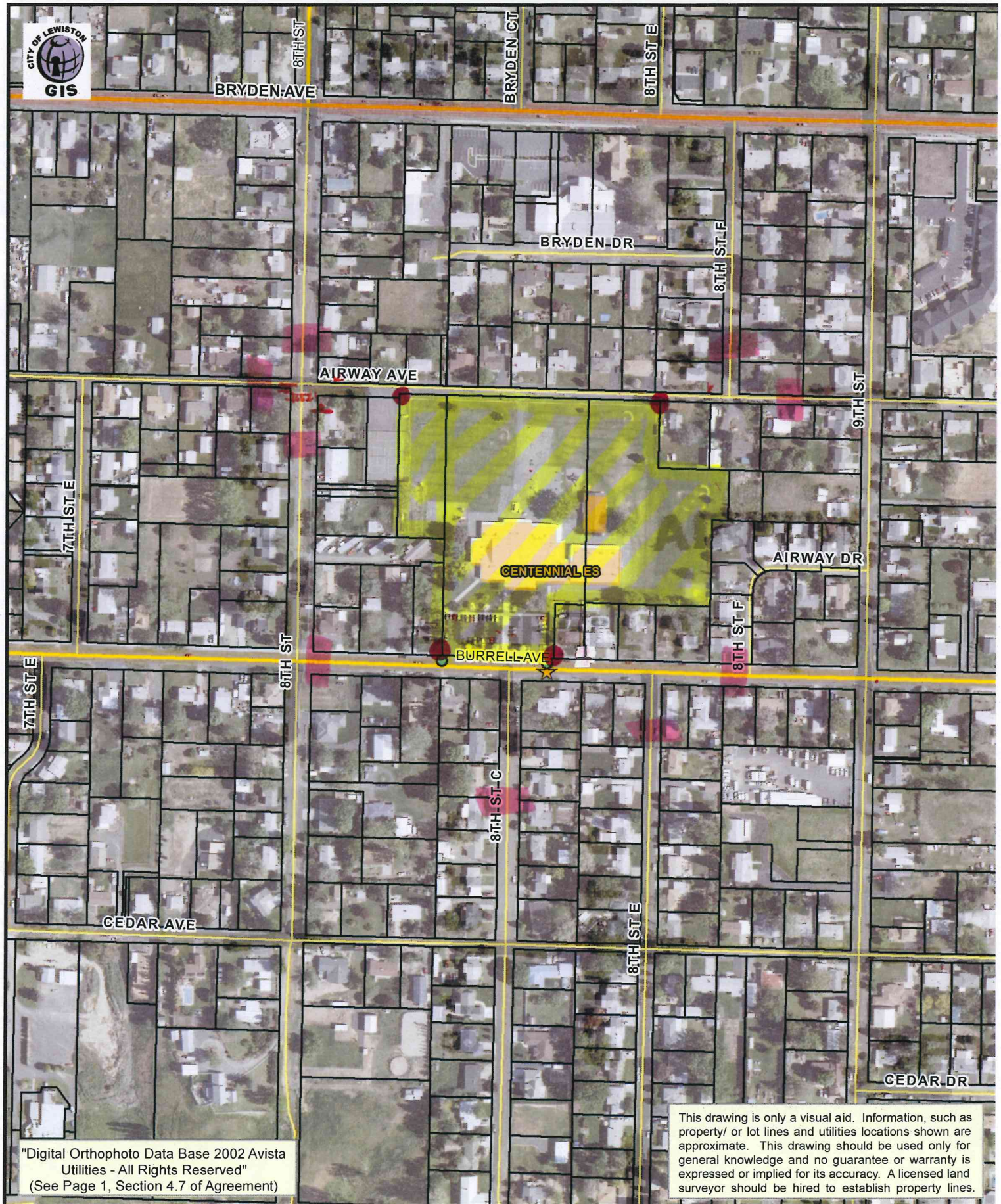


School
property
marker

1 inch = 300 feet



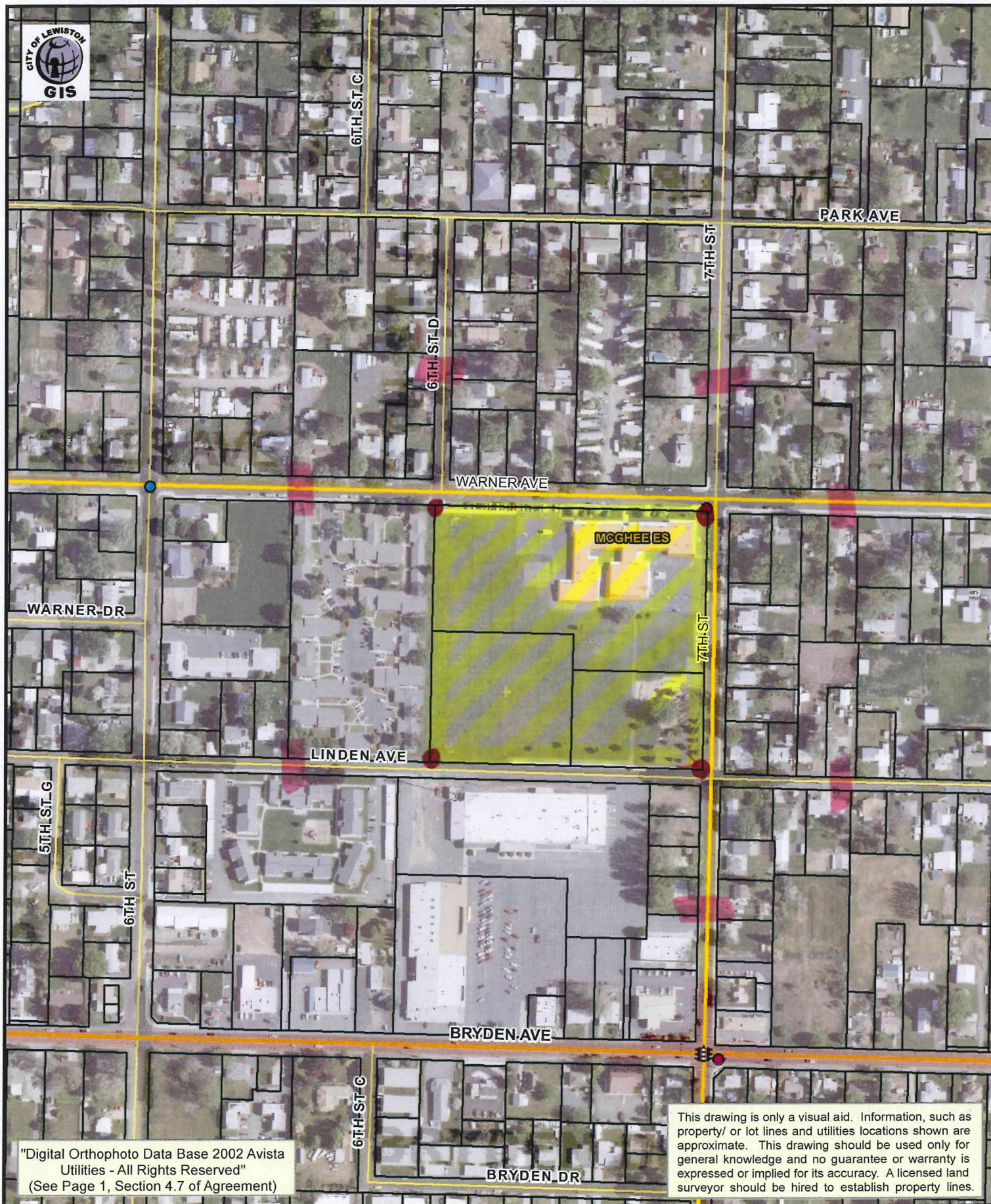
CITY OF LEWISTON PUBLIC WORKS DEPARTMENT



CENTENNIAL ES

300' from

School property
Page 15 of 37



McGHEE ES

380' from

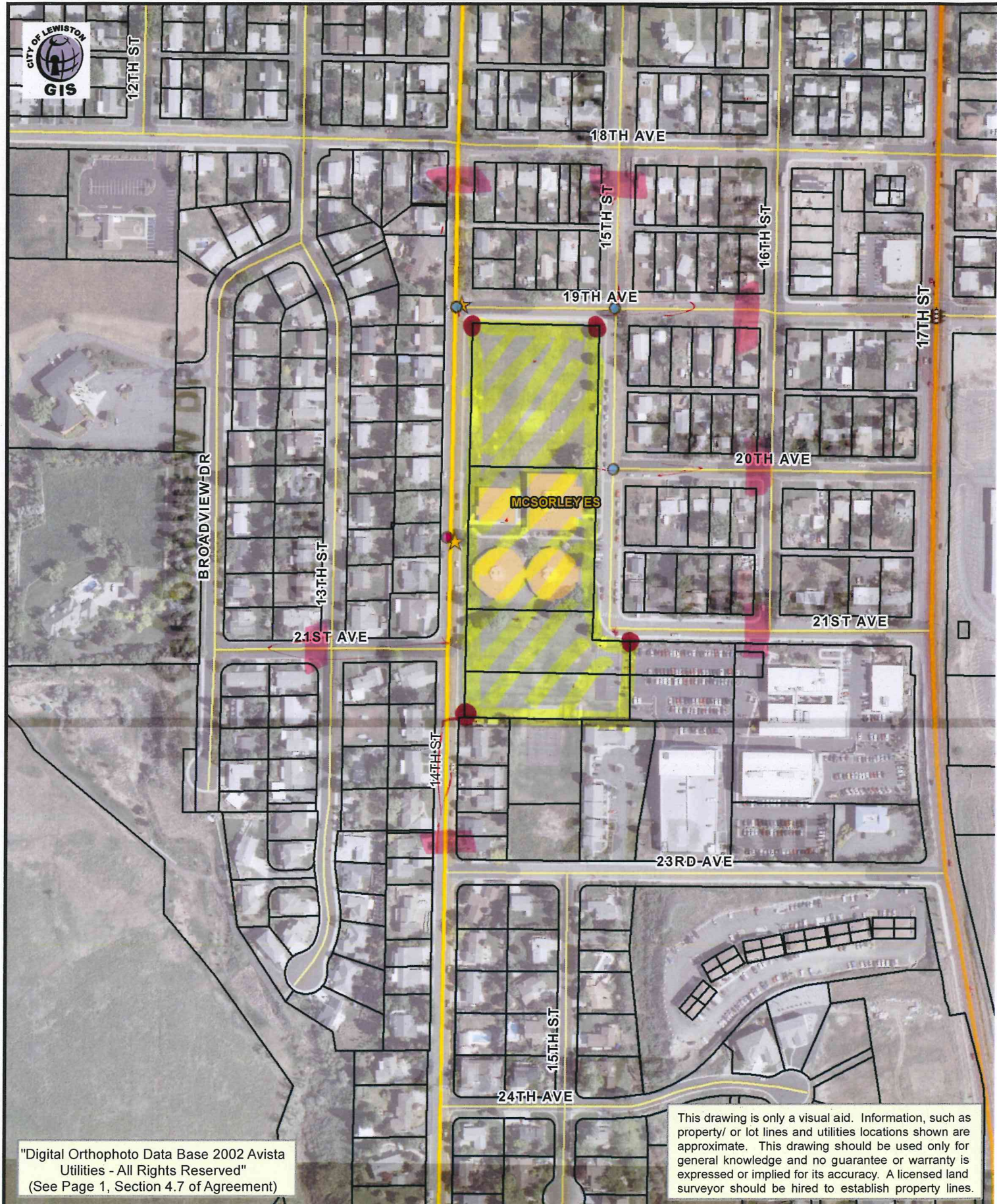
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1 inch = 300 feet



CITY OF LEWISTON

PUBLIC WORKS DEPARTMENT



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CITY OF LEWISTON PUBLIC WORKS DEPARTMENT



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Page 1 of 1



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WEBSTER ES

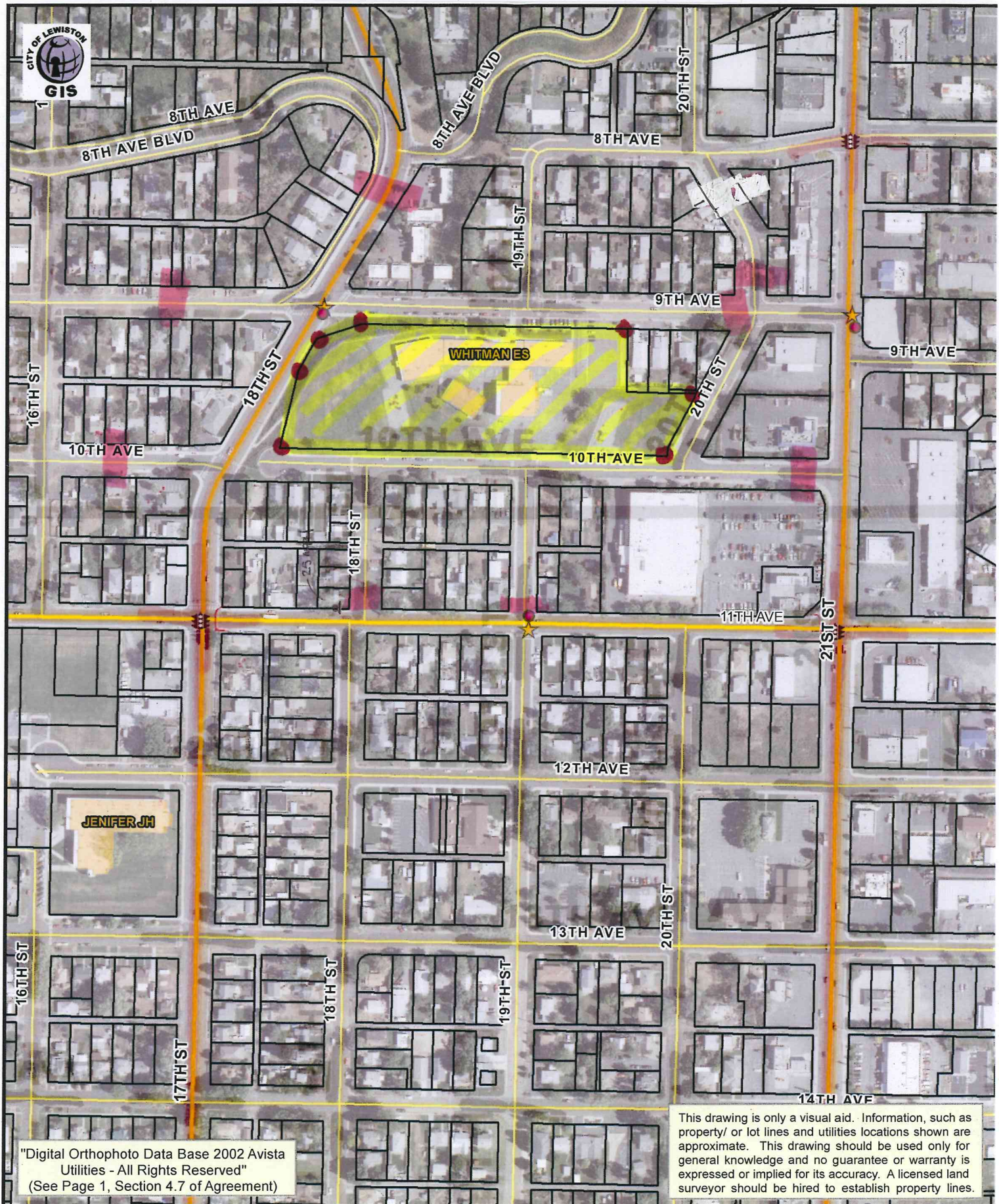
300' from

School property
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1 inch = 300 feet



CITY OF LEWISTON PUBLIC WORKS DEPARTMENT



WHITMAN ES

300' from

School property

1 inch = 300 feet



CITY OF LEWISTON

PUBLIC WORKS DEPARTMENT



SACAJAWEA JR



300' from



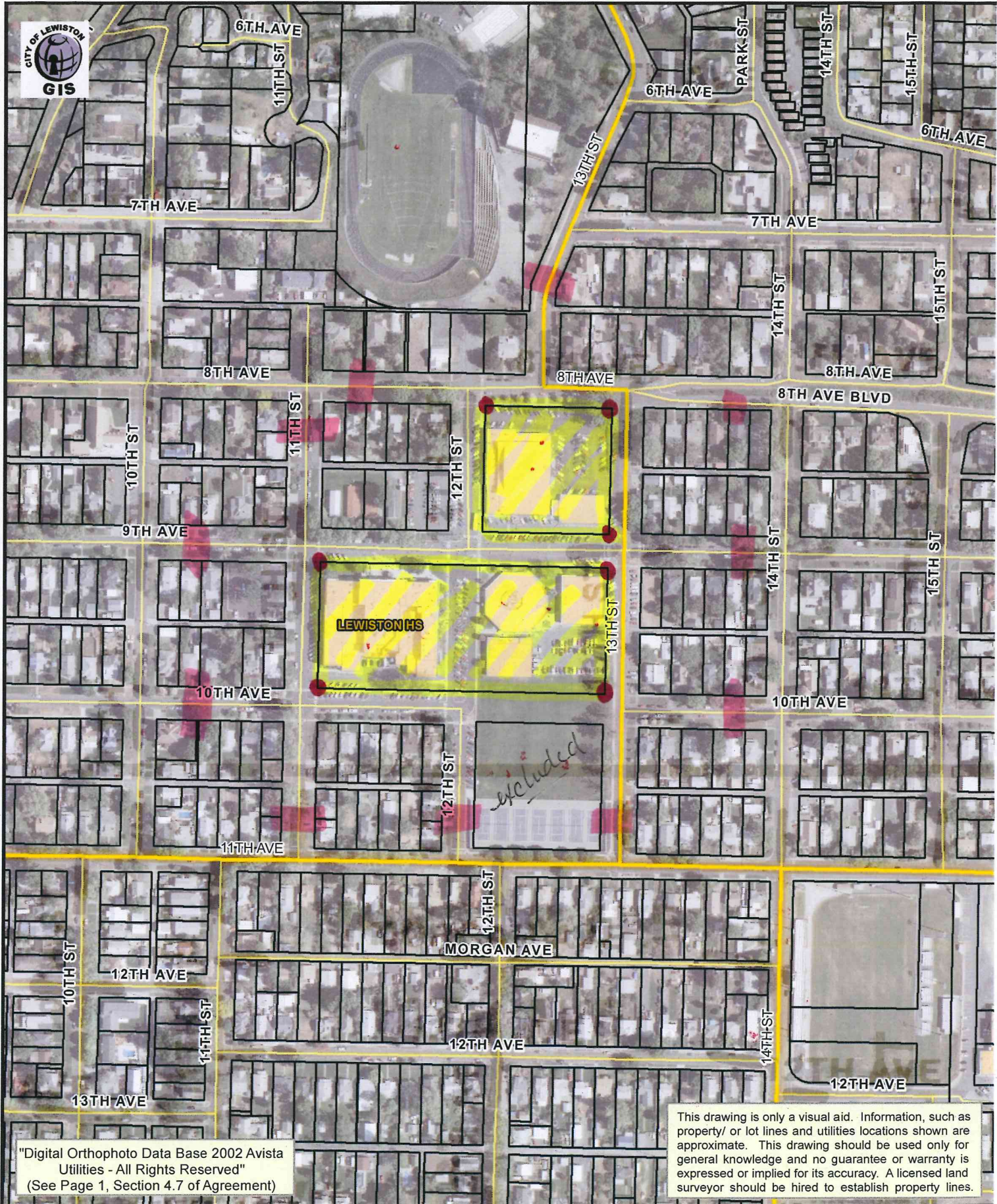
School property

1 inch = 300 feet



CITY OF LEWISTON

PUBLIC WORKS DEPARTMENT



LEWISTON HS



300' from



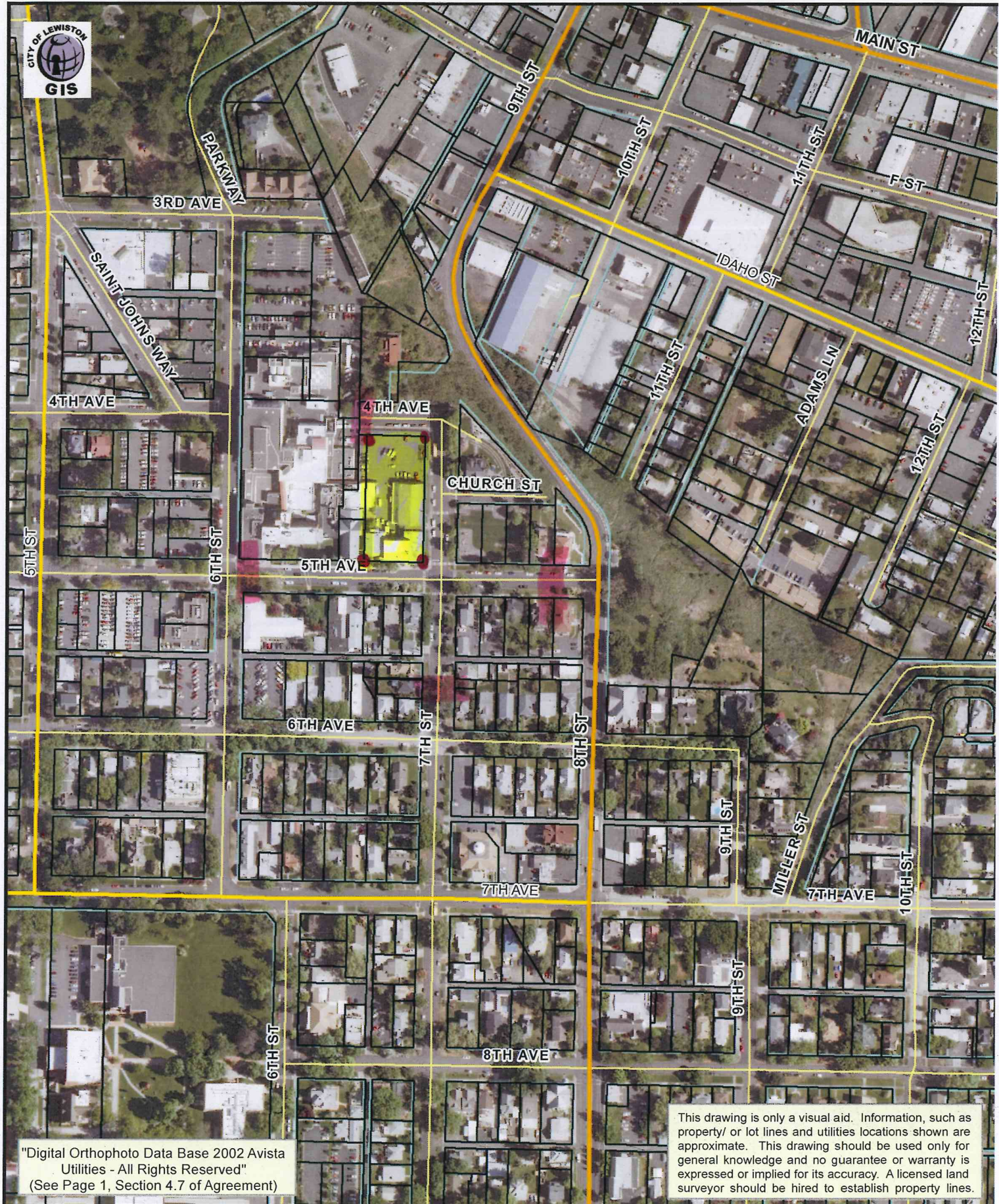
School
property
corner

1 inch = 300 feet



CITY OF LEWISTON

PUBLIC WORKS DEPARTMENT



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ALL-SAINT
CATHOLIC SCHOOL

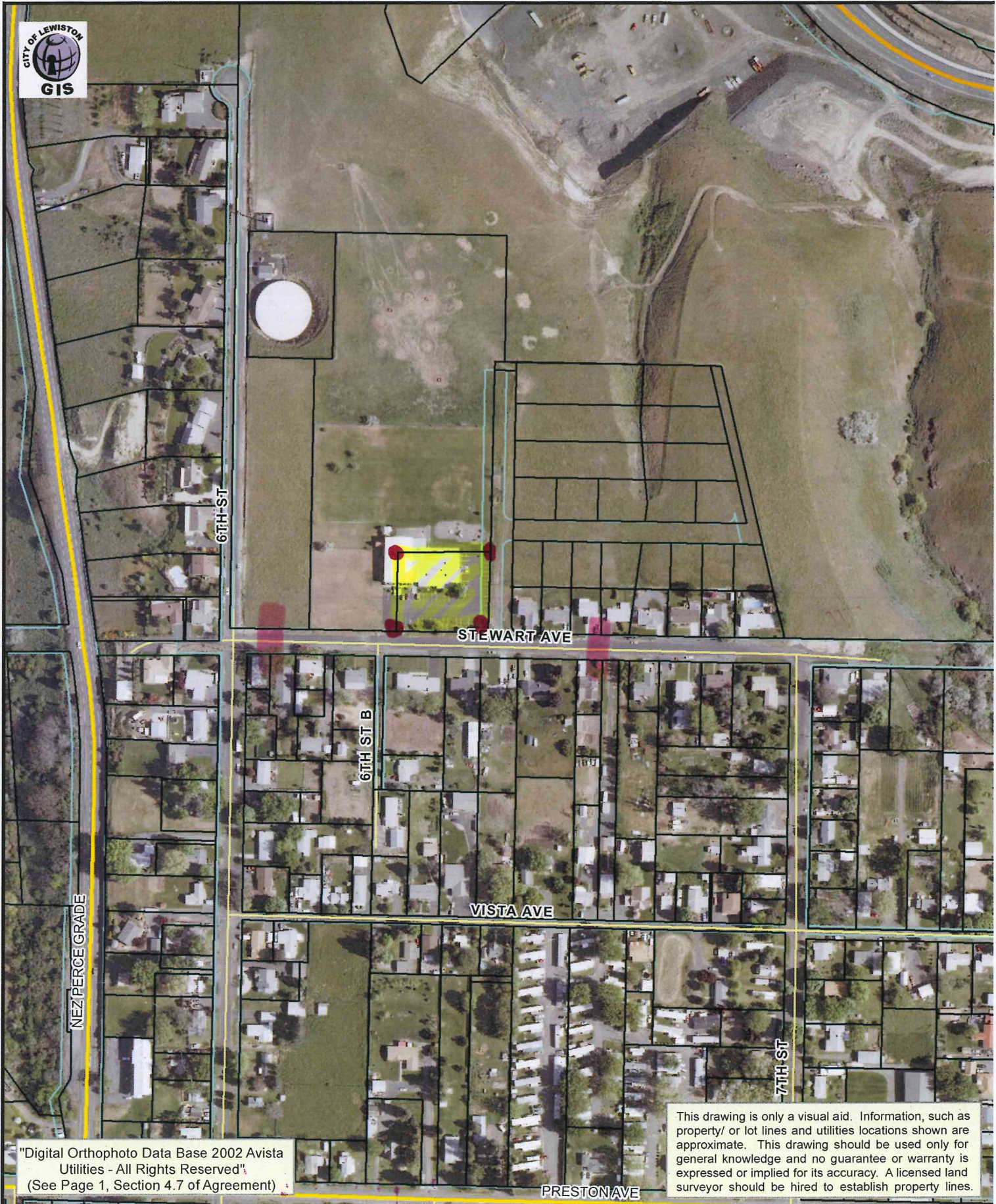
300' from

School
property
Page 24 of 37

1 inch = 300 feet



CITY OF LEWISTON PUBLIC WORKS DEPARTMENT



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BEACON SCHOOL



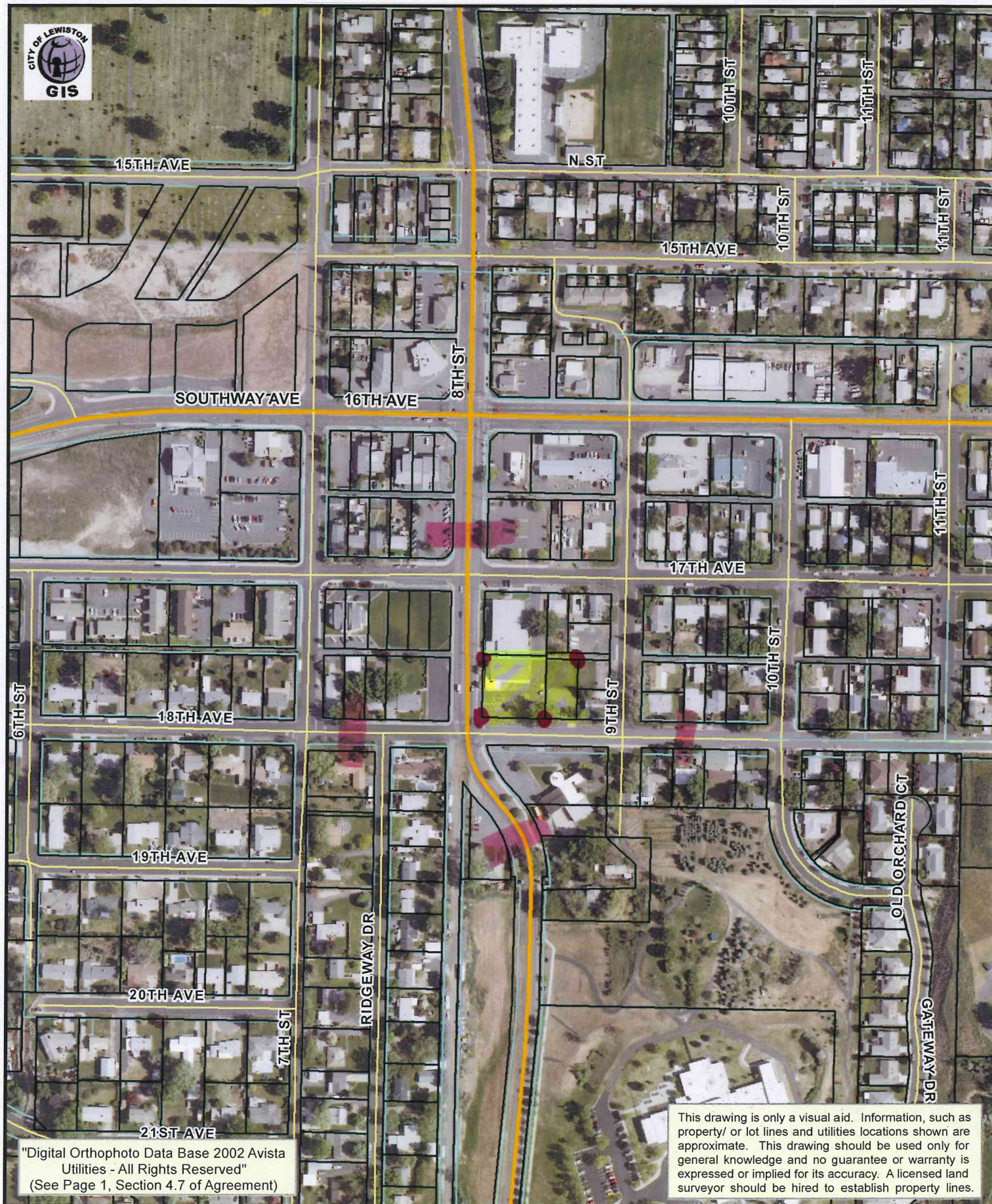
300' from

School property

1 inch = 300 feet



CITY OF LEWISTON PUBLIC WORKS DEPARTMENT



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**CORNERSTONE
CHRISTIAN SCHOOL**

300' from

School
property
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PUBLIC WORKS ADVISORY COMMISSION MEETING AGENDA ITEM HISTORY/COMMENTARY

ITEM TITLE Draft Policy and Procedures for Neighborhood Traffic Calming Requests	AGENDA NO. III.B. AGENDA DATE: November 8, 2023
ITEM HISTORY (PREVIOUS COUNCIL REVIEWS, ACTION RELATED TO THIS ITEM, OTHER PERTINENT HISTORY) The City of Lewiston receives requests for the installation of neighborhood traffic calming devices to address concerns of interested citizens related to traffic volume, traffic speed, and general safety. Citizens submit requests by phone, email, or by completing the <i>Public Works Citizen Request Form</i> available on the City website or in-person at the Public Works office. In the past year, staff have begun entering new requests into the City's asset management software (Cartegraph) for workflow tracking and creation of traffic orders if the request receives approval from the City Engineer.	
ITEM COMMENTARY (BACKGROUND, DISCUSSION, KEY POINTS, RECOMMENDATIONS, ETC.) Please identify any or all impacts this proposed action would have on the City budget and/or personnel resources. In Chapter 5 of the 2020 Lewiston Transportation Plan, there is a section titled "Transportation Management Toolbox" which provides staff with a variety of options to consider when managing the city's transportation network. One option is the creation and implementation of a "Residential Traffic Calming Program". In order to provide a predictable and consistent methodology for responding to these requests, Public Works has drafted the <i>Policy and Procedures for Traffic Calming Requests</i> as the first step in establishing a Residential Traffic Calming Program. This policy is intended to inform citizens interested in requesting the installation of neighborhood traffic calming devices of the manner in which Public Works will process their request and addresses standards which are commonly utilized by staff in assessing such requests.	
BUDGET IMPACT	
ACTION PROPOSED	

5 | HOW WE GET THERE

TRANSPORTATION MANAGEMENT TOOLBOX

This section provides options for transportation managers in managing the transportation network. The options or “tools” discussed below are a few samples of what transportation managers can use. More tools are available publicly and as technologies and ideologies change, new tools will become available. It is important that transportation managers keep up with current trends and ideas. More information, including examples, is provided in **Appendix G**.

Access Management

Managing access on City roadways can help mitigate safety issues and allow for more fluid travel. Access management identifies spacing between driveways, distance of access from intersections, movements at access locations, and geometrics. The City has considered access management for a few areas within the City, such as for Commercial Development along 21st St in the Lewiston Comprehensive Plan (Chapter 14. Community Design pg 14-3). Since the City has already recommended such strategies for managing roadways, it is paramount that access management standards be defined in a policy or document that can be adopted by the City Council. A sample access management policy is provided in **Appendix G**.

Illumination Standards

The primary purpose of street lights is to provide for adequate visibility at night, which can safeguard, facilitate, and encourage vehicular, pedestrian, and bicycle traffic. Efficient street lighting can enhance safety and a sense of personal security, facilitate traffic flow, and promote business and the use of public facilities during night hours. In addition, street lights can have an important aesthetic function, helping to define the character of an area through the design motif that is used, the placement of luminaries and lamps, and the quality of light that is supplied.

The purpose of illuminations standards is to establish policies and standards for street lights installed within the City. It is meant to encourage lighting practices and systems that will minimize light pollution, glare, and trespass; that will promote the conservation of energy and resources; and that will contribute to the general safety and efficiency of the City’s transportation system. A sample illumination standards document is provided in **Appendix G**.

Residential Traffic Calming Program

The purpose of a Residential Traffic Calming Program is to implement traffic calming techniques, when appropriate, to address a neighborhood’s traffic concerns and for bike and pedestrian safety. Techniques typically involve the installation of one or more devices in the street that make it inconvenient for drivers to drive fast or to use the street as a throughway.

A residential traffic calming program is a process in which neighborhoods request assistance in calming traffic on residential neighborhood streets, the City reviews and evaluates the requests or proposals, consensus with a majority of the neighborhood is reached about appropriate strategies to address the problems identified, and the selected strategy is implemented by the neighborhood and the City. **Appendix G** provides a sample residential traffic calming program for guidance, along with example strategies that the City can also use beyond the confines of this program.

Transportation Impact Analyses

A Transportation Impact Analysis (TIA) is an engineering study of the effects to an area transportation network by a proposed development or zone change. The study addresses multimodal transportation that is within the area of the site. Modes of transportation can include vehicular, pedestrian, bicycle, rail, marine, or even equestrian transportation. TIAs provide an objective engineering assessment of both the anticipated impacts and needs of the proposed development.

The City currently has Traffic Impact Analysis Guidelines which were approved in March 2004. Considering the guidelines are 16 years old, it is recommended the guidelines be reviewed and updated to current standards and needs. In the meantime, these guidelines should continue to be utilized when there are proposed developments or zoning changes. Through a TIA, funds or mitigation can be rendered based on impacts to the roadway system. This allows the City to levy needed funds when a development will adversely affect the network.

Multimodal Planning Policies

A multimodal planning process guide or handbook is intended to provide municipal officials, planners, traffic consultants, designers, land owners and developers with a consolidated reference guide on how to accommodate all modes of transportation into land use / land development design. Multimodal planning will allow for ease of travel for all modes, improved safety, better access, and a livable and welcoming community. As a community grows, planning for the future is an important and necessary step for cities to take.



Photo Credit:
Adam Fukushima
www.pedbikeimages.org



Public Works Policy

Public Works Policy No: _____

Subject: Policy and Procedures for Neighborhood Traffic Calming Requests

Date Effective:

Reviewed/Updated:

Approved: _____
Dustin Johnson, PE, Public Works Director

Background and Purpose

The City of Lewiston receives requests for the installation of neighborhood traffic calming devices to address concerns of interested citizens related to traffic volume, traffic speed, and general safety. In order to provide a predictable and consistent methodology for responding to these requests, Public Works has established the Policy and Procedures for Traffic Calming Requests. This policy is intended to inform citizens interested in requesting the installation of neighborhood traffic calming devices of the manner in which Public Works will process their request. This policy also addresses standards which are commonly utilized by staff in assessing such requests.

1. POLICY OBJECTIVE

It is the objective of this policy to provide an orderly and consistent process for the assessment of the need, effectiveness, and impact of installing neighborhood traffic calming devices, based on engineering analysis and Staff's professional opinion.

Principles

- A. Neighborhood traffic calming devices present costs related to the initial installation, as well as on-going maintenance and potential reduced efficiency of roadway maintenance (snow plowing, street sweeping, etc.) activities.
- B. The installation of traffic calming devices may result in the diversion of traffic into adjacent areas and could result in requests for additional traffic calming devices, compounding the expense and reducing efficiency of roadway maintenance activities.
- C. Traffic calming devices shall be reserved for the control of vehicular traffic where it is determined that there is a unique circumstance or condition that warrants the installation of such a device.

- D. Stop signs are not recommended as a means of traffic calming, but may be installed in conjunction with an overall neighborhood traffic calming effort.
- E. Traffic calming devices are most appropriately installed upon local residential streets and shall not be installed upon streets designated as collectors or arterials, unless it is deemed appropriate by the City Engineer.
- F. The evaluation of the need for the installation of traffic calming devices will be based upon daily traffic volumes and speeds, volume of pedestrian and bicycle activity, restricted sightlines, accident records, unusual site conditions, adjacent land uses, and roadway geometrics.
- G. Vehicle speeds and accident history shall be used as the primary criteria for the installation of traffic calming devices.
- H. The functional street classification system shall be used as the reference system for defining street types used in the assessment process.

II. PROCEDURES

A. Traffic Calming Device Request Procedure

A written request must be submitted on a City of Lewiston Citizen's Traffic Request Form to the City of Lewiston Public Works Department by residents living along the applicable street(s). To ensure that the neighborhood involved has sufficient interest in the traffic calming device request, the written request must be signed by the owners or residents of at least twenty five (25%) of the dwelling units and/or businesses within two blocks of the proposed traffic calming devices(s). A completed form will include a printed name, address, and signature of the requesting citizens and an explanation of why the traffic calming device is desired. The installation of traffic calming devices may also originate from within the Engineering Division of Public Works.

1. All traffic calming device requests shall be submitted to the Engineering Division upon the approved form.
2. The requester is contacted by the Engineering Division to confirm receipt of the request, answer any initial questions, and gather additional information that will help determine if a traffic calming device is the most appropriate approach to the requestor's concerns. If a traffic calming device is considered to be the appropriate solution, this policy will be followed.
3. A site visit shall be performed to assess and document the area of concern and visually observe traffic volumes and speeds within the area.
4. Traffic volume and speed measuring devices will be deployed to collect data for analysis.
5. Traffic accident history (5-year history) within the area will be collected and analyzed to assess roadway safety within the study area.

6. Input on the traffic calming device request will be solicited from the City of Lewiston's Public Works, Police, and Fire Departments. Such input may include observations on traffic operations in the area of the intersection, accident history, enforcement activities, emergency vehicle access routes, and other pertinent information.
7. If the City Engineer determines that the criteria for the installation of traffic calming devices are not met, the requestor will be notified of the City's findings. The applicant may appeal the decision of the City Engineer by submitting an appeal request to the Mayor within fifteen (15) days from the date of the receipt of the written order or decision. Written notice of the appeal shall be filed along with the appeal fee, set by resolution of the City Council, to the City Clerk within fifteen (15) days from the date of the receipt of the written order or decision. The notice of appeal shall specify the grounds for appeal. If an appeal is not filed within fifteen (15) days of receipt of the City Engineer's written order or decision, then the order or decision shall be final.
8. The Mayor's review shall be limited in scope and shall be intended to confirm that the City Engineer's decision is consistent with this policy and supported by data collected in association with the review and determination upon the request. The Mayor may affirm the City Engineer's decision, or remand the decision to the City Engineer for further consideration if it is determined that the decision was inconsistent with this policy or not supported by the data collected and analyzed through the review of the request. The Mayor shall hold a hearing on the appeal within ten (10) days of receipt of the notice of appeal. The appellant shall have the right to be represented by legal counsel at the hearing and rebut any evidence that is submitted. The formal rules of evidence shall not apply. The Mayor's review of the City Engineer's order or decision shall be de novo. The Mayor may affirm, reverse, or modify the order or decision of the City Engineer. The Mayor shall issue a written decision within seven (7) calendar days after the hearing, and such decision shall be final.
9. If the traffic calming request is denied, no additional request for traffic calming in the same location will be accepted for a period of three (3) years from the date of the final decision, unless the City Engineer determines that circumstances and/or conditions in the vicinity of the study area have substantially and materially changed in a manner that would affect the prior decision regarding the installation of neighborhood traffic calming devices.

B. Traffic Calming Device Request Procedure

Two (2) or more of the following criteria must be met for the City of Lewiston Public Works Department to approve the installation of a neighborhood traffic calming devices(s), unless otherwise justified by the City Engineer.

Criteria 1. Traffic Volumes

Traffic calming devices may be warranted if the number of vehicles on a local street exceeds six hundred (600) vehicles per day, which may indicate excessive through-traffic that does not originate nor end their trip within the neighborhood. Careful consideration must be given to the potential shift of traffic patterns that might occur if the traffic calming devices are too restrictive and will redirect traffic to adjacent roadways and neighborhoods.

Criteria 2. Traffic Speed

Traffic calming devices may be appropriate where the observed eighty-fifth (85th) percentile speed exceeds ten (10) MPH over the posted speed limit of the roadway.

Criteria 3. Accident History

Traffic calming devices may be appropriate if five (5) or more reported accidents occur within a five (5) year period, which would likely have been avoided or minimized by the installation of a traffic calming device.

Criteria 4. Bicycle Activity/Greenway Designation

Traffic calming device(s) may be appropriate upon roadways with high bicycle use and/or designated bike routes and greenways, to reduce vehicle speeds and the risk of injury accidents.

Criteria 5. Other Considerations

Traffic calming device(s) may be appropriate in the vicinity of facilities serving vulnerable populations such as: schools, parks, and pedestrian crossing locations where a high number of pedestrians are present.

III. POTENTIAL TRAFFIC CALMING DEVICES

The type, number, and extent of traffic calming devices will vary based upon the particular circumstance of each location and what is likely to be most effective for the situation. The traffic calming device(s) that will be considered for installation are listed below:

- A. Speed Limit Signage. Additional advisory and regulatory speed limit signs may be installed to advise motorists of the posted speed limit within the area.
- B. Dynamic Speed Signs. Dynamic speed feedback sign (DSFS) systems are traffic control devices that are programmed to provide a message to drivers exceeding a certain speed threshold.

- C. On Street Parking. The addition of on-street parking effectively narrows the roadway and slows traffic.
- D. Landscaping/Street Trees. Provides a visual narrowing of the street and separates the sidewalk from the vehicle travel lane.
- E. Speed Humps. Raising of pavement surface about 3" over approximately 10 to 20 feet. Similar to this measure are speed tables, raised pedestrian crossings, and raised intersections.
- F. Roadway Narrowing. This could be a curb extension at an intersection (also called a bulb out) to reduce the roadway width at a selected location. This could be a median placed in the middle of the roadway. Medians can be used for pedestrian refuge and/or access control to restrict turning movements.
- G. Chicanes. Channelization or curb extensions which realign the straight path of a street; deflects straight vehicle movement.

IV. TRAFFIC CALMING DEVICE INSTALLATION

- A. Traffic Calming Plan. Where it is determined that the installation of traffic calming devices is warranted, the City will develop a traffic calming plan for the subject area which will identify the proposed traffic calming device or measures to be employed. The traffic calming plan shall describe any proposed device phasing and the conditions under which additional and further traffic calming devices may be installed should the lower tier devices be determined to be ineffective, or not achieve the desired speed reductions.
- B. Phasing of Traffic Calming Device Installation. Traffic calming devices may be installed in a phased manner beginning with initial lower-cost measures (such as dynamic speed signs) and/or speed enforcement activities. Once installed, the lower-cost measures will be evaluated for their effectiveness through an additional speed study. Additional traffic calming devices may be installed in accordance with the traffic calming plan.

V. PROGRAM FUNDING

The installation of traffic calming devices will be dependent upon available funding within the neighborhood traffic calming program. Situations requiring more extensive and expensive traffic calming devices will likely require project design, cost estimation, and programming within the City's Capital Improvement Plan subject to City Council approval and budget appropriation. As a result, it may take several years to implement more extensive traffic calming efforts.



TCD Request 23-_____

Traffic Calming Device Request Form

In accordance with the City of Lewiston’s Public Works Department’s Policy and Procedures for Neighborhood Traffic Calming Requests, citizens interested in requesting the installation of traffic calming devices shall complete and submit this form to the Public Works Department. Upon receipt of a completed application, Public Works staff will review the proposed traffic calming request utilizing the procedures included in the adopted Policy. Contact with the applicants regarding the request will be included in the review process. Completed forms shall be submitted to:

Public Works Department
215 D Street, Suite B
PO Box 617
Lewiston, ID 83501

Feel free to attach additional sheets containing pictures, maps, or additional text if the space provided is insufficient.

I. Representative Individual’s Contact Information

Name: _____

Address: _____

Phone Number: _____ Email: _____

2. Please describe the location of the traffic concern (feel free to draw a picture or attach a map)



TCD Request 23-_____

3. Please describe the nature of the traffic problem which concerns you:

4. Please describe how traffic calming devices will be able to eliminate or reduce your traffic concerns:

5. Are there any facilities (churches, schools, shopping malls, etc.) near this location which generate a high concentration of vehicle and pedestrian traffic?



TCD Request 23-_____

**TRAFFIC CALMING DEVICE REQUEST FORM – PROPERTY OWNER
ACKNOWLEDGEMENTS**

This request must be signed by owners of at least twenty five percent (25%) of the dwelling units and/or businesses along the first block of the streets emanating from the intersection.

NAME	ADDRESS	SIGNATURE



TCD Request 23-_____

-----CITY STAFF USE ONLY BELOW THIS LINE-----

Date Completed Application Received: _____
Application Received By: _____

DEPARTMENT	APPROVAL	DATE	INITIALS	COMMENTS
STREETS				
POLICE				
FIRE				
CITY ENGINEER:			DATE:	APPROVED ☐ DENIED ☐
