



# LOUISVILLE-JEFFERSON COUNTY METRO



## NEIGHBORHOOD SPEED REDUCTION PROGRAM

### SPEED HUMP INSTALLATION POLICY

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# LOUISVILLE-JEFFERSON COUNTY METRO

## SPEED HUMP INSTALLATION POLICY

### INTRODUCTION

The use of *Speed Bumps* and *Speed Humps* to control speeding, on neighborhood streets, is documented within many jurisdictions, across the country.

Kentucky Revised Statutes (KRS) Section 189.337 is the controlling statute that states "all traffic control devices shall be controlled by a manual of standards and specifications for a uniform system of official traffic control devices for use upon all roads and streets in the state, including incorporated cities." The Kentucky Transportation Cabinet issued 603 Kentucky Administrative Regulation 5:050 Uniform Traffic Control Devices, which establishes the manual referenced by KRS 189.337, and states that the standards and specifications set forth in the Federal Highway Administration publication Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) shall apply to all traffic control devices installed on any publicly used highway, road or street in Kentucky.

In 1999, the Federal Highway Administration (FHWA) announced their plans to release a revised edition of the *MUTCD*. The FHWA announced that they were including a section on the proper signage and markings for jurisdictions choosing to install *Speed Humps*. The FHWA chose signage and marking standards based on research conducted and published by the Institute of Transportation Engineers, (ITE). The ITE published standards for construction, signage and markings of *Speed Humps* in their recommended practice entitled Guidelines for the Design and Application of Speed Humps, and this was adopted by the FHWA for inclusion in the *MUTCD*.

Based on the adoption of the ITE guidelines by FHWA, the revised *MUTCD* now refers to *Speed Humps*. The Louisville-Jefferson County Metro (Metro) has interpreted this action to infer that the decision to use *Speed Humps* is a local decision and would not violate KRS 189.337.

The Louisville Metro Public Works and Assets Department (PW) has developed the following policy based on the ITE Guidelines for the Design and Application of Speed Humps and policies adopted by other jurisdictions.

### A. GENERAL

A review of the available national literature has shown that speed humps can be an effective and appropriate measure for safely reducing vehicle speeds on certain types of streets, when installed according to the provisions of this policy. In order for speed hump installation to be effective, they will be located selectively following defined transportation engineering criteria and traffic

engineering studies for ameliorating documented speeding problems. Proper installation, based on the ITE guidelines, is also intended to minimize driver frustration and encourage safe driving practices.

This policy promotes reasonable opportunities for residents and property owners most affected by a proposed speed hump to participate together in the process that leads to its installation. It also provides for a potential sharing of the speed hump installation cost between a Metro Council District and the neighborhood.

## B. DEFINITIONS

The following definitions apply for the purposes of this policy only.

**APPLICATIONS for SPEED HUMPS - INCLUDES** a petition of the affected property owners.

**FUNCTIONAL CLASSIFICATION** - "The process by which streets and highways are grouped into classes or systems according to the character of service they are intended to provide." (*Highway Functional Classification and Needs Study Manual*)

- ⇒ Arterial System - provides for through traffic movement between areas and across the city, with limited access to abutting property, but subject to access controls and curb uses.
- ⇒ Collector System - provides for traffic movement between arterials and local streets, with limited access to abutting properties.
- ⇒ Local System - provides direct access to abutting properties.

**ITE** - The Institute of Transportation Engineers.

**LOW DENSITY RESIDENTIAL DWELLINGS** - Includes single-family houses, townhouses, duplexes, triplexes and quadraplexes.

**MUTCD** - Manual on Uniform Traffic Control Devices.

**ROADWAYS** - That portion of a highway improved, designed, or ordinarily used for vehicular travel, exclusive of the berm or shoulder. If a highway includes two (2) or more separate roadways, the term "roadway," as used herein, shall refer to any roadway separately, but not to all such roadways collectively.

**SPEED HUMPS** - Geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface, extending transversely across the travel way, whose primary purpose is to reduce the speed of vehicles traveling along the roadway.

**SPEED** - This refers to the 85<sup>th</sup> percentile speed, i.e., the speed at or below which 85 percent of vehicles are traveling on the roadway for which an application has been received. The study period shall be a minimum of 48 hours in length.

**SPEED CRITERIA** - This pertains to speed that is 10 mph over the legal speed limit on the roadway.

**STREET** - Refers to the length of the street with proposed speed humps that must be petitioned. It is a 1,200 foot segment generally centered on the location of each hump, or length of the block, whichever is greater. If the 1,200 foot segment extends into any part of an adjacent block of the same street, it includes the entire length of the adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

### C. ELIGIBILITY REQUIREMENTS

All of the following criteria must be satisfied for a street to be considered eligible for speed hump installation.

1. Petition. A petition that documents that a minimum of 70% of the affected property owners on a low density residential street support the installation of speed humps. The Metro Public Works and Assets Department will, at the appropriate time, supply the “official” petition and identify the area and addresses the Applicant must petition.
2. Location of the Street. The land uses of the properties abutting the street where the speed hump is proposed must be composed of low density residential dwellings. This would include public roadways where 50% or more of the residents are single family residential dwellings.
3. Operational Characteristics of the Street.
  - a. The street must be used to provide access to abutting low density residential properties. The street must not be identified as a Collector or higher level street, as defined in the Cornerstone 2020, Core Graphic 10. Speed humps WILL NOT be considered on streets defined as Metro Through Streets.
  - b. There must be no more than one (1) moving lane of traffic in each direction.
  - c. Traffic volumes must be more than 300, but less than 3,000 vehicles, for the two-way volume, per day.
  - d. Vehicle Speed must exceed the Speed Criteria.
  - e. The street must have a speed limit of 25 mph, or less, as determined in accordance with the Metro Code of Ordinances.
  - f. The street must not be so close to a Fire Department facility as to significantly interfere with emergency vehicle operations.
  - g. PW will also solicit comments from the appropriate Metro Police Division, appropriate Metro Fire District, EMS, JCPS and appropriate service departments. If no comments are received within two (2) weeks, PW will assume there are no objections. Should they identify significant concerns which cannot be corrected, PW will not install speed humps.
  - h. Speed Humps should not be considered on alleys.

#### 4. Geometric Characteristics of the Street

- a. The street must have adequate sight distances to safely accommodate the hump, as determined in writing by PW, as it is defined in the *Traffic Engineering Handbook*.
- b. The street must not have curves or grades that prevent safe placement of the humps. Therefore, Humps may be located on streets that contain curves and/or grades, but the hump itself should not be located within a significant horizontal curve, or a vertical grade greater than eight (8%) percent.
- c. The street must be paved. If there are no curbs, a special design of speed hump must be used to prevent vehicles from going around the speed hump.

#### D. COST RESPONSIBILITY

1. The cost for the speed hump installation (including signs, pavement markings, and, if necessary, special design features such as bollards, curbing or guardrail) may be shared between the appropriate Metro Council District and residents or other funding sources.
2. The term "Applicant," when used in cost sharing, does not necessarily refer to the petitioners. It is used to define the share of the cost that is not the responsibility of the appropriate Metro Council District and could be paid by one or more citizens, or from other private sources. Applicants may be able to expedite hump installation by voluntarily paying the full installation cost.
3. Nothing in this section excludes the possibility of the appropriate Council District funding the entire cost of installation by using the Council District's discretionary funds, i.e., NDF and or CIF.

#### E. SPEED HUMP REMOVAL AND ALTERATION

1. The process for speed hump removal or alteration by citizens is the same as the process for installation, except that there is no Metro participation in cost sharing.
2. Applicants shall assume 100% of the cost for alterations or removal of speed humps that were installed under this policy.
3. Nothing in this section excludes the possibility of the appropriate Council District from funding the entire cost of removal or alterations by using the Council District's discretionary funds, i.e., NDF and or CIF.

#### F. SPEED HUMP LOCATION

Louisville Metro Public Works and Assets (PW) will work with the property owners to the extent possible on the location of the Speed Hump. However, if, for engineering and/or safety reasons, it is determined that the best location for the Speed Hump is in front of a property where the property owner opposes it, then PW will make the final decision on placement.

## G. DESIGN STANDARDS AND PROCEDURES

The Louisville Metro Public Works and Assets Department will prepare and maintain current design standards and installation procedures for speed humps according to this policy.

Application and design of speed humps shall comply with the Institute of Transportation Engineers' Recommended Practice, *Guidelines for the Design and Application of Speed Humps*.

All signage and pavement markings shall comply with the current edition of the MUTCD. Should signage and markings not be defined in the MUTCD, they shall comply with ITE's Recommended Practice, *Guidelines for the Design and Application of Speed Humps*.

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Public Works & Assets  
Speed Hump Installation Policy

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## PROCEDURES FOR SPEED HUMP INSTALLATION

1. The initial request for the installation of speed humps must originate from the property owners on the street. A request in writing with five (5) signatures of affected property owners or a representative of a neighborhood group must be forwarded to the following address:

Louisville Metro Public Works and Assets  
Neighborhood Speed Hump Program  
601 W. Jefferson Street, Suite 10  
Louisville, Ky. 40202

- OR -

An applicant may make the initial request for information through the MetroCALL System at 574-5000. However, Public Works will require a written signed request to proceed with a determination.

2. Louisville Metro Public Works and Assets will make a preliminary determination of eligibility based on available traffic count and speed studies in a timely manner.
  - a. If the street is determined to be ineligible, the applicant's representative will be given written notification of that determination and its reasons.
  - b. The decision may be appealed in writing to the Director of Public Works and Assets within thirty (30) days of the notification date. The Director will review the determination and respond to the applicant's representative within thirty (30) days of the appeal request.
  - c. If the street is determined to be eligible for consideration, a meeting will be arranged between the applicant's representative, the appropriate Council District representatives, and appropriate staff from the Louisville Metro Public Works and Assets Department to define the following:
    - ⇒ the Petition Area,
    - ⇒ the Approximated Speed Hump Location Range,
    - ⇒ and the Funding Options.

- d. The applicant's representative will be instructed to submit a petition showing that a minimum of 70% of the property owners on the street support the installation of speed humps, as provided in the speed hump policy. Only petition forms supplied by Louisville Metro Public Works and Assets may be used for this purpose and only one (1) signature per address may be accepted.
3. After verification of the petitions, Louisville Metro Public Works and Assets will conduct the necessary transportation engineering studies, including, but not limited to: traffic volume, accident and speed studies, and solicit comments and recommendations of other agencies, including, but not limited to, emergency service and appropriate service departments. A determination of the street's eligibility for speed hump installation will be made in writing, in a timely manner, to the applicant's representative, based on the speed hump policy.
  - a. If the street is determined not to be eligible for speed hump installation, the applicant's representative will be notified in writing, giving the reason(s) it is ineligible.
  - b. The decision may be appealed in the same manner as in Section 2 within 30 days of an eligibility decision. Once a Street is determined to be ineligible, either after an appeal or when not appealed, applications for reconsiderations will not be accepted for two (2) years from the date of the ineligibility decision.
  - c. If the street is determined to be eligible, the street will be placed on a list of streets eligible for speed hump installation. Louisville Metro Public Works and Assets will notify, in writing, the applicant's representative.
4. Louisville Metro Public Works and Assets will make a determination of the total design, engineering and installation costs and the possible cost sharing responsibility of the residents.
5. Depending on the method used to pay for the cost of the speed hump installation, either Section 5a or Section 5b will apply. Section 5a will apply if there is no Metro participation in the cost (i.e., the cost will be fully paid with voluntary private funding). Section 5b will apply if the applicant requests any Metro Council District's participation in paying for the cost of the speed hump installation, if that option is available under Section D of the speed hump policy.
  - a. Once a street is placed on the list of streets approved for speed hump installation, Metro Public Works and Assets will submit a statement to the applicant's representative for the cost of the speed hump installation. Upon receipt of payment of the cost, the humps will be installed as scheduling permits. If full payment has not been received within one (1) year from the statement date, the street will be removed from the list of streets approved for speed hump installation and all monies received, if any, shall be returned to the applicant's representative.



- OR -

b.

- i. Louisville Metro Public Works will prepare a report on an annual basis containing a list of streets approved for speed hump installation that require a funding share from the appropriate Council District.
- ii. When the budget amount for speed hump installations has been approved by the appropriate Council District, Louisville Metro Public Works and Assets will notify the Applicant's representative, in writing, of the speed hump installation approval.
- iii. A street that does not receive funding approval will automatically be considered in the following years, for a maximum of three (3) additional years. After that time period, a new request and petition is required.
- iv. Installations not included in Council District funding can be approved if the full installation cost, including a Council District's share, is voluntarily paid, as provided in Section 5a.

Metro Public Works and Assets will submit a statement to the representative of the property owners for any cost based on the provisions of the speed hump policy. It will list the total cost, portion to be paid by residents and the portion approved to be paid by the appropriate Council District. Upon funding approval and receipt of payment of the applicants' share, the humps will be installed as schedule permits. If payment of the applicants' share has not been received within one (1) year from the statement date, the street will be removed from the list of streets approved for speed humps and all monies received, if any, returned to the applicant's representative.