

The Corporation of the City of Clarence-Rockland

Traffic Calming Measures Management Policy			
Code	POL2004.2-26xx		
Jurisdiction	Operations		
Approved by		Date	Date signed

1. Policy Statement

The City of Clarence-Rockland is committed to establishing a consistent, transparent, and effective approach for implementing traffic calming measures that enhance safety, reduce vehicle speeds and volumes, and improve the quality of life for residents.

2. Purpose/Objective

To provide a framework for the evaluation, approval, implementation, and monitoring of traffic calming measures within the City, ensuring all actions are community-sensitive and technically sound.

3. Definitions

- 3.1. "Affected Area" - The geographic area defined by City staff consisting of properties with direct frontage or flankage on the section of roadway identified for the potential implementation of traffic calming measures.
- 3.2. "Traffic Calming Measures Workgroup ("Workgroup")" - A City staff workgroup comprised of representatives from the Engineering, Operations, and Finance Divisions, as well as the Ward Councillor for the area in which the measure is requested.
- 3.3. "Traffic Calming Measures" - Physical or informational interventions designed to reduce vehicle speed and/or volume.
- 3.4. "Local Roads" - Roads intended primarily to provide direct access to individual properties. Traffic movement is secondary to land access, and these roads typically serve low traffic volumes within residential neighbourhoods.
- 3.5. "Main Streets" - Roads that function as local or neighbourhood streets with a strong land use and placemaking role, generally supporting

mixed use development, pedestrian activity, and direct access to abutting properties, as identified in the City's Official Plan.

- 3.6. "Minor Collector Roads" - Roads intended to distribute traffic from the interior of residential neighbourhoods to Major Collector Roads or Arterial Roads while also providing access to abutting properties. Minor Collector Roads have interrupted traffic flow, are designed for moderate traffic volumes, and accommodate a range of vehicle types, including passenger, service, and commercial vehicles.
- 3.7. "Arterial Roads" - Roads intended to provide long distance connections between municipalities and major destinations, designed to accommodate high traffic volumes at higher operating speeds. Arterial Roads are characterized by uninterrupted traffic flow, limited access to adjacent properties, and accommodation of all vehicle types, including trucks.
- 3.8. "Major Collector Roads" - Roads intended to distribute traffic from residential neighbourhoods, commercial areas, and employment areas to the arterial road network while also serving abutting properties where appropriate. Major Collector Roads have interrupted traffic flow, accommodate moderate to high traffic volumes, and support a wide range of vehicle types, including passenger, service, industrial, and commercial vehicles.
- 3.9. "Neighbourhood support form" - Evidence of neighbourhood support for the implementation of traffic calming measures, requiring at least 70% support within the affected area.

4. Scope

This policy applies to all local roads, main streets, and minor collector roads within the City of Clarence-Rockland. It does not apply to arterial or major collector roads. Traffic calming measures are restricted to two lane roadways (one lane of through traffic in each direction) and where a posted speed limit is no greater than 50 km/h.

Traffic calming is not a substitute for addressing fundamental safety concerns identified through audits or collision histories; such issues require direct design and capital improvements.

5. Policy/Procedure

The following process outlines the approach used to evaluate and respond to requests for traffic calming. This structured and formalized framework ensures consistency, transparency, and fairness in the assessment of traffic calming requests across the municipality. Traffic calming requests must be submitted by June 15 of each year to be considered for the following year's budget.

Applications received after this deadline will be reviewed during the subsequent annual intake period.

5.1. Process Initiation

Residents with traffic-related concerns shall submit an online request to the City to initiate a review for potential traffic calming measures within their neighbourhood. Requests may also be submitted by City staff or partner agencies (such as the OPP) for roadway segments of concern anywhere within the municipality. Upon receipt, City staff will conduct a preliminary desktop review to determine whether the requested roadway meets the following Initial Screening Criteria:

- Roadway must be assumed and maintained by the City of Clarence-Rockland;
- Roadway must be categorized as an urban local road, Main Street or a minor collector road;
- There are no physical factors such as steep grade, poor sightlines, insufficient width or complex intersections that would preclude the installation of any traffic calming measures
- Project was not previously submitted for consideration in the last 5 years
- Location is not part of current or planned construction.

If a road segment meets the initial screening criteria, the requesting resident will be required to proceed with obtaining the neighbourhood support form. The purpose of the neighbourhood support form is to determine whether there is sufficient neighbourhood support for the City to undertake an investigation into the need for traffic calming on the identified roadway. City staff will provide residents with the appropriate form and will define the affected area. To be considered valid, the neighbourhood support form must meet the following requirements:

- Must use the City provided form
- Each household will be represented by one signature, regardless of the number of people in the household.
- Must demonstrate a minimum of 70% household support from the affected area, consisting of properties with direct frontage or flankage on the roadway segment identified by City staff for potential traffic calming implementation.

Failure to achieve the required 70% level of support will result in the termination of the investigation. Where a valid neighbourhood support form is submitted, the

request will be forwarded to the Workgroup for conditional approval. The Workgroup meets twice annually to consider requests and, where appropriate, grant conditional approval to proceed to the technical validation phase.

5.2. Technical Validation

If a project is granted conditional approval during the process initiation phase, City staff will undertake data collection related to vehicle speed, traffic volume, vehicle classification, safety (including collision history), and roadway geometric characteristics. To advance to the next phase, the collected data must demonstrate that at least one of the following minimum technical criteria is met:

- The 85th percentile speed exceeds the posted speed limit by 10 km/h or more *and* the average daily traffic volume exceeds 800 vehicles per day. Where the 85th percentile speed exceeds the posted limit by 15 km/h or more, no minimum traffic volume threshold is required; or
- Safety data indicates a high frequency of collisions or documented near-miss incidents.

5.3. Prioritization

Once a project has been conditionally validated, it will be evaluated alongside other validated traffic calming requests. The Workgroup will prioritize projects based on their potential to enhance neighbourhood livability and/or improve road safety. Subject to available funding, projects will be selected for implementation according to these priorities. Where funding constraints prevent all prioritized projects from being constructed within a single year, remaining projects will be carried forward and reprioritized in subsequent years alongside new applications. A validated project will remain on the active list of unimplemented priority projects for a maximum period of five (5) years. Upon the expiry of this period, the project will be required to re-enter the process at the initial stage.

5.4. Solution Identification, Selection and Scoping

City staff will identify appropriate and validated solutions based on the issues confirmed through the technical validation process. Suitable traffic calming measures will be determined using the decision tree and the list of approved measures outlined in Appendices A and B of this policy. The traffic calming design may incorporate one or more types of traffic calming techniques, as appropriate. All proposed traffic calming measures will conform to the design guidelines set out in the *Canadian Guide to Neighbourhood Traffic Calming* and will reflect the professional judgment and experience of City staff. Validated solutions must not impede nonmotorized or alternative modes of transportation and shall be designed to ensure that pedestrian and cycling movements are not adversely affected. Measures must also maintain access for emergency and

transit services, unless alternative arrangements are agreed upon with the affected service providers.

5.5. Project Approval and Community Notification

Viable solutions will be presented to the Workgroup for final selection. Where multiple alternatives are proposed, engagement with the affected area may be undertaken to gather feedback. As appropriate, public input may inform refinements to the proposed plan, subject to the direction and requirements of the Workgroup.

5.6. Implementation and Monitoring

Workgroup recommendations will then be proposed to council during next year’s budget process and if approved it will be installed following capital project implementation process. Post-installation monitoring will be done and will include speed and volume studies, and follow-up assessments (4–6 months) to check for traffic diversion. If parallel streets see substantial increase in volume corrective actions may be considered.

5.7. Approved Traffic Calming Measures

All approved traffic calming measures for the City of Clarence-Rockland are outlined in Appendix B. Where appropriate, City staff may recommend alternative traffic calming measures for Workgroup consideration and approval, particularly where new or emerging solutions/technologies are identified.

6. Responsibility

The Operations Services are responsible for the implementation, monitoring, and maintenance of traffic calming measures. The Workgroup is responsible for project approval and oversight.

7. Review and Amendments

The policy needs to be reviewed every five (5) years, or as needed, to incorporate best practices, technologies, and community feedback.

Previous Code	Reviewed /Modified	Date (YYYY-MM-DD)	Updated by (employee name and title)	Authority (by-law, resolution or signature)

