



*City of*  
**Los Banos**  
*At the Crossroads of California*

**Traffic Calming Measures**  
**Speed Cushion Policy and Procedure**

## ~Speed Cushion Frequently Asked Questions~

### **What are speed cushions?**

Speed cushions are a series of raised “bumps” generally six feet in width, seven feet in length, three inches tall at their midpoint; placed across the traveled portion of the roadway a minimum of two feet apart.

### **Advantages of speed cushions.**

They are designed to decrease speeds if placed strategically and may divert traffic away from residential areas.

### **Disadvantages of speed cushions.**

They may slow response times of emergency vehicles and may divert traffic onto parallel residential streets. They may also increase noise and air pollution for residents living immediately adjacent to the speed cushions. The curb and gutter area near speed cushion placement may experience a reduction in effective street sweeping as well.

### **All streets are not suitable for speed cushion installation.**

In order for a street to qualify for speed cushion installation, certain engineering criteria (e.g., traffic volumes, speeds, street function, etc.) have to be met. For instance, a street defined as an arterial or collector, or one that is a main emergency access street for the neighborhood would not be suitable for speed cushions.

### **What about my neighbors?**

Speed cushions affect the entire neighborhood, therefore, at least seventy percent (70%) of the property owners (defined by Assessor’s Parcel Number/APN’s) living on the street (and parallel streets if applicable) will be needed to approve the installation of speed cushions. One hundred percent (100%) of property owners immediately adjacent to the cushion (defined as the two closest property owners in both directions) will be required to explicitly agree to the installation.

### **Who pays for the speed cushions?**

Based on the availability of funding and as approved annually by the Los Banos City Council, the City of Los Banos will attempt to appropriate \$20,000.00, per fiscal year towards speed cushion installation.

### **Who do I contact for more information about speed cushions?**

City of Los Banos, Public Works Department  
411 Madison Ave, (209) 827-7056  
Los Banos, CA 93635

## **Steps to follow for speed cushion installation:**

As speed cushions are not designed for every roadway in Los Banos, property owners interested in completing a request for speed cushions are encouraged to review the ‘Speed Cushion Policy and Procedure’ application packet thoroughly prior to submitting a completed Petition Form. Once you have thoroughly reviewed this process and you believe your request may qualify, the below steps will be followed:

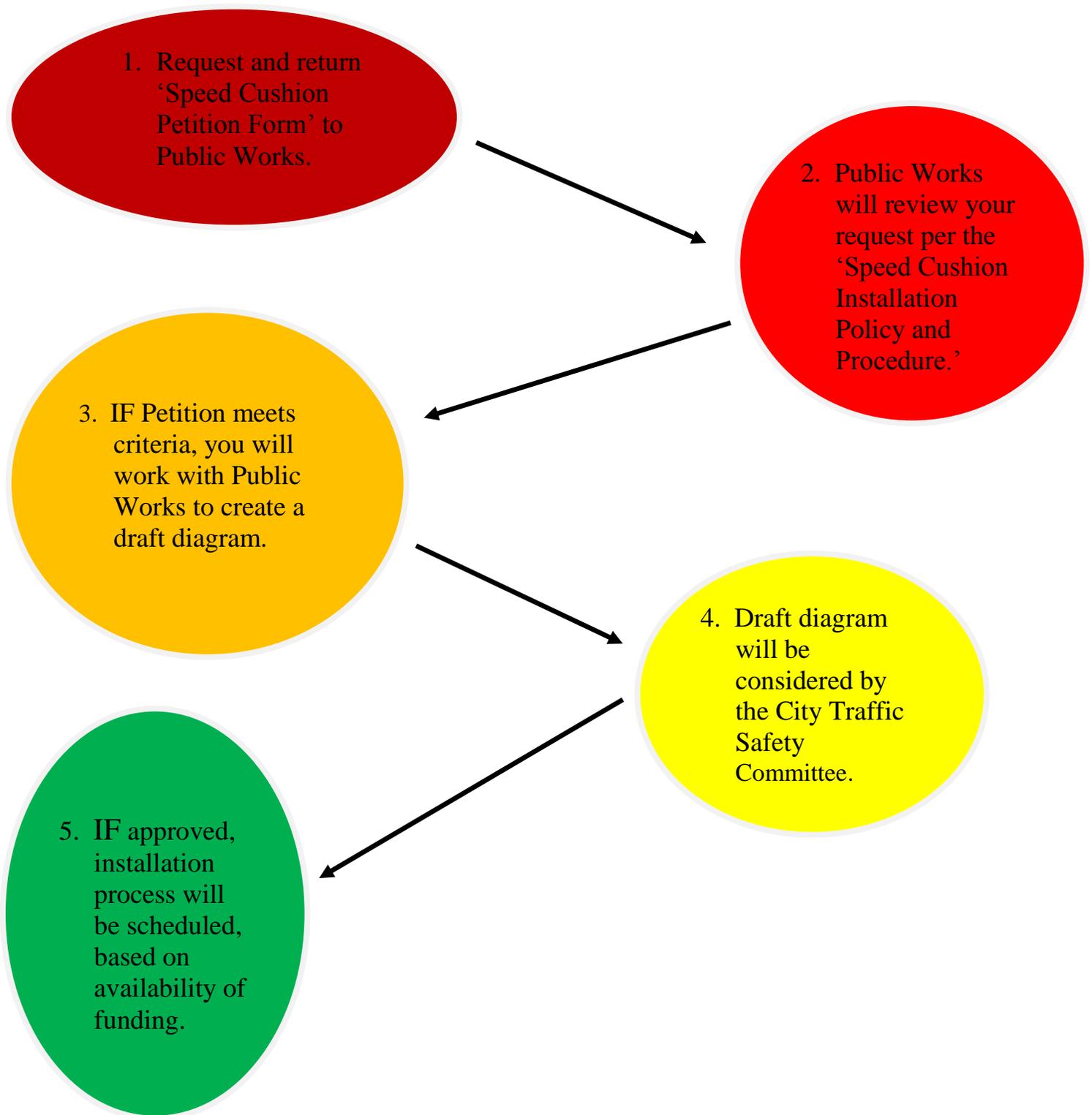
1. Complete the attached ‘**Speed Cushion Petition Form**’ and return it to the Public Works Department. **Note:** Someone must be designated as the ‘*Neighborhood Facilitator*’ for this request. This person will be responsible for working with both the Public Works representative and the property owners of the affected neighborhood(s) to facilitate the application process.

The neighborhood facilitator will be responsible for collecting the signatures of **ALL** property owners (whether they approve or disapprove) on the street requesting the speed cushions; including whether or not each property owner approves of speed cushion placement in front of their residence. Once completed, the petition will be returned to the Public Works Department.

2. Public Works will review the completed Petition Form pursuant to the ‘**Speed Cushion Installation Policy and Procedure**’ enumerated on page 5, of this policy. If the Public Works Department determines that the request does **NOT** meet the minimum criteria for installation, your application will be rejected and your request will no longer be considered.
3. If the Public Works Department determines that the Petition meets the minimum criteria of the ‘Speed Cushion Installation Policy and Procedure,’ the Public Works representative will work with the neighborhood facilitator to identify the exact location of the proposed speed cushions. Once this task is completed, the Public Works Department will draft a speed cushion placement diagram of the affected street.
4. The request will then be placed on the next regularly scheduled City of Los Banos, Traffic Safety Committee agenda, for consideration. **Please note:** The Traffic Safety Committee is the decision making authority for traffic related requests.
5. If approved by the Traffic Safety Committee, the Public Works Department will work to schedule the installation of the speed cushion, based on the availability of funding, in order of approval.

## ~Speed Cushion Flow Chart~

The process outlined below is managed by the designated 'neighborhood facilitator.'



## ~Speed Cushion Installation Policy and Procedure~

The following will be used to determine a street's eligibility for speed cushion installation:

1. The request for speed cushions will be initiated by a property owner. Upon request, the Public Works Department will send the requestor a City 'Speed Cushion Policy and Procedures' packet. This information describes in brief, the salient aspects of speed cushions and the policy and procedures for installation.

After a thorough review of the information, if the requestor desires to pursue the installation of speed cushions they must complete the '**Speed Cushion Petition Form**' which includes; **1)** Designating a '**Neighborhood Facilitator**,' who will be responsible for working with both the Public Works representative and the property owners of the affected neighborhood(s) to facilitate this process; and **2)**. Each property owner must acknowledge whether or not they approve of speed cushion placement in front of their residence. Once completed, the form will be returned to the Public Works Department.

2. Upon receipt of a completed request, the Public Works Department will review the completed Petition Form pursuant to the below 'Speed Cushion Installation Policy and Procedure' minimum criteria.

The following minimum criteria will be used to determine eligibility:

- a) The street or street segment shall be a two-lane local street as defined by the City of Los Banos Improvement Standards policy, where the primary function is to provide access to abutting residences. Engineering judgment will be used while making a decision as to the exact function the street performs.
- b) The posted speed limit on the street should not be more than 25 mph.
- c) 70 percent of the property owners on the affected block must approve of the installation.
- d) 100 percent of the property owners immediately adjacent to the placement of the speed cushions must approve of the installation. Immediately adjacent is defined as two residences in either direction of the proposed speed cushion installation.

\* If 100% of the property owners living immediately adjacent to the speed cushions **do not** agree to the placement, the Public Works Department will meet with the neighborhood facilitator to discuss alternate locations. In any case, unless 100% of the property owners living immediately adjacent to the speed cushions concur, the street will not be eligible for speed cushion installation.

- e) For ALL approval/vote counting purposes, each residence is defined as each Assessor's Parcel Number (APN). Each APN equals one vote. In the event a residence is occupied by someone other than the property owner, the property owner will be contacted; the property owner will act as the voting party.
- f) At least 15% of the vehicles travelling on the requesting street shall exceed the posted speed limit.
- g) At least 10% of the vehicles travelling on the requesting street shall exceed speed limit by at least 10 mph.
- h) The traffic volumes on the street should be between 500-2,500 vehicles/day.
- i) The street or street segment should be at least 600 feet long.
- j) Speed cushions should be at least 300 feet from existing or proposed traffic control devices.
- k) Speed cushions should not be located on curves less than 300 feet in radius.
- l) The installation of speed cushion(s) shall not adversely affect response times of emergency services. This shall be determined by the Public Works Department in conjunction with the affected emergency service(s) department input. If it is determined by the Public Works Department that emergency response time would be adversely affected by a request, the application may be rejected and your request will no longer be considered.
- m) If at any time during this process the Public Works Department finds that there would be a substantial traffic diversion to parallel local streets due to speed cushion installation, the neighborhood facilitator shall also be responsible for obtaining the approval/disapproval of property owners on the parallel, affected local street(s).
- n) It is recognized, however, that special circumstances exist where placement of speed cushions are advantageous; therefore, areas such as school zones, safe routes to school/pedestrian routes, senior communities and other areas approved by the Traffic Safety Committee may be considered for speed cushion placement, absent the above required elements for installation.
- o) In the event of multiple requests from various neighborhoods, speed cushion requests will be prioritized based on the date and time a **completed** 'Speed Cushion Petition Form' is received by the Public Works Department.
- p) Once the review has been completed, the Public Works Department will inform the neighborhood facilitator of its findings. If the request does NOT meet the minimum criteria for installation, your application will be rejected and your request will no longer be considered. If the Public Works Department determines the request meets the minimum criteria the request may continue to step #3.

3. The Public Works Department will work with the neighborhood facilitator to identify the exact location of the proposed speed cushions. Once this task is completed, the Public Works Department will draft a speed cushion placement diagram of the affected street.
4. The request will then be placed on the next regularly scheduled City of Los Banos, Traffic Safety Committee agenda, for consideration.

\*Note: Pursuant to the Los Banos Municipal Code, Section 4-5 of the City of Los Banos Traffic Safety Committee has been established and it is charged with the duty of initiating or reviewing all traffic related requests which fall under the lawful discretionary control of the City. The Traffic Safety Committee shall, after completing appropriate review of a proposal or request for speed cushions, exercise its authority to approve or reject any and all speed cushion requests based on a majority vote of the Traffic Safety Committee.

5. If approved by the Traffic Safety Committee, the Public Works Department will work to schedule the installation of the speed cushions, based on availability of funding, in order of approval.
6. The construction of speed cushions shall be in accordance with the '**Speed Cushion Detail**' page of this policy.

## ~Speed Cushion Appeal Process~

The purpose of this part is to provide an orderly and fair method of appeal or review of a decision of the Public Works Department or the City of Los Banos Traffic Safety Committee relating to the provisions of the Speed Cushion Policy and Procedure. However, this part shall not apply where other specific procedures for appeal, rehearing, or review are established by other provisions of the Los Banos Municipal Code.

Any interested person adversely affected with a decision or determination of the Public Works Department or the Traffic Safety Committee relating to the provisions of the Speed Cushion policy and procedure, may appeal such act, decision, or determination by filing a written notice thereof with the Clerk of the City of Los Banos, not later than 5:00 p.m. ten (10) days after the day on which the act, decision, or determination being appealed was made. If such date falls on a weekend or City holiday, then the deadline shall be extended until 5:00 p.m. the next business day. The first day of the appeal period is the day following the action. A filing fee set by resolution of the City Council shall accompany the notice of appeal.

The filing of the notice of appeal shall have the effect of staying the issuance of any permit, license, or entitlement until such time as the matter is disposed of on appeal.

The notice of appeal shall state the act, decision, or determination which is being appealed, the identity of the appellant and his or her interest in the matter, and shall set forth in concise statement the reasons which, in the opinion of the appellant, render the decision made unjustified or inappropriate.

### **Appeal of a Public Works Department action:**

The City of Los Banos Traffic Safety Committee shall hear and decide all appeals from the actions of the Public Works Department relating to the provisions of the Speed Cushion Policy and Procedure.

### **Appeal of a Traffic Safety Committee action:**

The procedure for appeal of a Traffic Safety Committee Speed Cushion application decision is enumerated in the Los Banos Municipal Code and will be followed.

### **Limitation of action:**

Any court action or proceeding to attack, review, set aside, void, or annul any decision of matters listed in this Code, shall not be maintained by any person unless such action or proceeding is commenced and service of summons effected within thirty (30) days after the effective date of such decision. Thereafter, all persons are barred from any such action or proceeding.

### **Notice of Decision:**

Following the hearing on the appeal, the Secretary of the Traffic Safety Committee shall transmit a notice of the decision of the granting authority to the appellant and the applicant and a copy of said notice shall be kept in the Traffic Safety Committee permanent record.

## **~Speed Cushion Removal Procedure~**

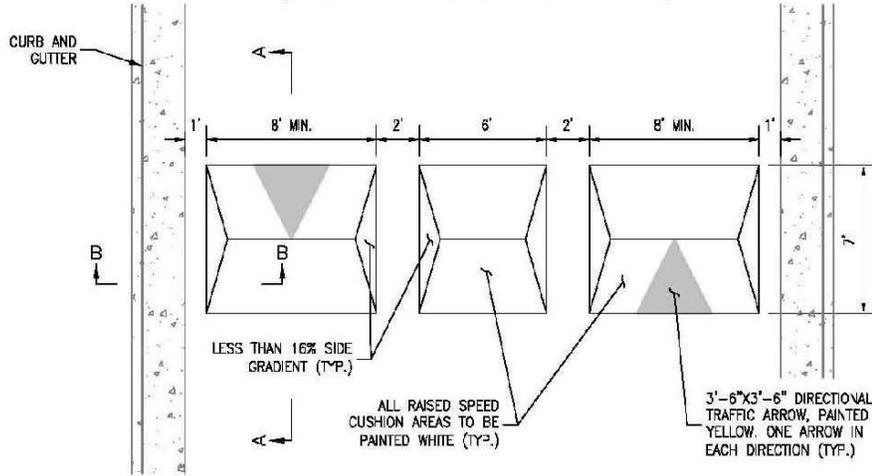
The following procedure will be used to process a request for speed cushion removal:

1. The request for speed cushion removal will be initiated by a property owner. Speed cushion removal will follow the same policy and procedure set forth in this policy for speed cushion installation.
2. Speed cushions will not be considered for removal within one year of their installation.
3. All costs associated with the removal of speed cushion will be paid by the City of Los Banos.
4. A street that has successfully petitioned and has had speed cushions removed from their street is not eligible for consideration for further speed cushion placement for a period of 60 months from the date of removal of the speed cushions.
5. All removal requests must first be approved by the City of Los Banos, Traffic Safety Committee.

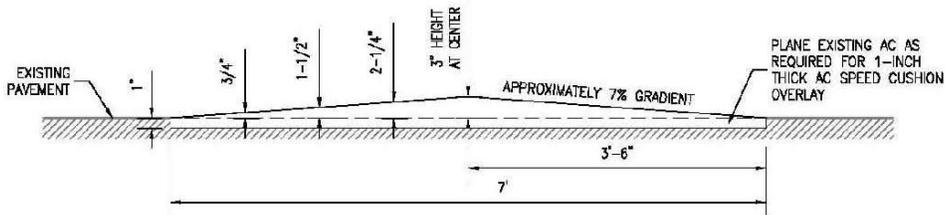


## SPEED CUSHION DETAIL

(CENTER SPEED CUSHION CENTERED IN ROAD)



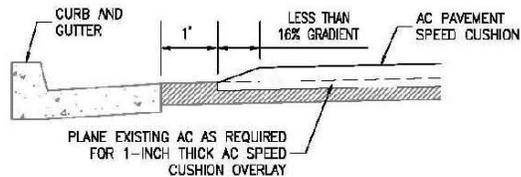
### PLAN VIEW



### SECTION A-A

#### NOTES:

1. INSTALL SIGNS AND MARKINGS PER CA MUTCD STANDARDS.
2. INSTALL SPEED HUMP SIGN (W17-1) AT EACH SPEED HUMP IN BOTH DIRECTIONS.
3. INSTALL SPEED HUMP AHEAD (W17-' & W18-9P) SIGN IN ADVANCE OF THE FIRST SPEED HUMP IN EACH DIRECTION APPROXIMATELY 150 FEET.
4. MINIMUM STREET WIDTH FROM FACE OF CURB TO FACE OF CURB IS 32 FEET.
5. IT MAY BE NECESSARY FOR VE-HICULAR TRAFFIC TO PULL TO THE RIGHT AND ALLOW AN OPPOSING EMERGENCY VEHICLE TO PASS.



### SECTION B-B

**~Speed Cushion Petition Form~**

The undersigned approve or disapprove the installation of speed cushions on \_\_\_\_\_  
\_\_\_\_\_ between \_\_\_\_\_  
and \_\_\_\_\_.

The undersigned have read the speed cushion installation and removal policy and fully understand the procedures. The undersigned agree to abide by the installation and removal procedures underlined in the Speed Cushion Policy.

Neighborhood Facilitator (NF): I \_\_\_\_\_ understand the role and responsibilities of the neighborhood facilitator, and I agree to act as the neighborhood facilitator for this request.

Facilitator Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Alternate No.: \_\_\_\_\_

Return completed petition forms to:

City of Los Banos, Public Works Department  
Care of: Speed Cushion Request  
411 Madison Ave, (209) 827-7056  
Los Banos, CA 93635

I, \_\_\_\_\_ the designated **Neighborhood Facilitator** certify that the information reported on this petition form is truthful and accurate.

To complete page 2 of this form please write your name, address, and telephone number in the corresponding boxes. Sign either the box approving or disapproving the placement of speed cushions, then initial inside the box to indicate whether or not you approve or disapprove of the placement of the speed cushions **in front of your home.**

