

## **PROCEDURES FOR THE INSTALLATION OF SPEED CONTROL DEVICES ON COUNTY STREETS**

1. The public contacts this department requesting information related to the installation of speed control devices (road bumps or speed tables).
2. Proponents are required to canvas their neighborhood to get feedback as to the desire for speed control devices on the street.
3. If there is positive support, proponents write a letter to our department requesting that we initiate the procedure to install speed control devices.
4. Staff performs a field review of the street to determine the affected area and the number and placement of the speed control devices.
5. Staff prepares a map of the affected area which indicates the addresses of the residential units within the affected area and the potential location of the speed control devices. A letter is sent to the proponents requesting that they conduct a neighborhood meeting to discuss the issues with neighbors and staff. This letter includes the map, addresses, and the estimated share of their costs of the speed control devices. The proponents are required to send a written invitation to each residential address within the affected area noting the time and place for the meeting.
6. The meeting is held with Public Works representatives present to discuss speed control devices and related issues. A determination is then made to continue with the process if a significant amount of positive interest exists, or to discontinue the process if there is not.
7. If it is determined to proceed, a final map of the affected area and an official petition is sent to the proponents to circulate for signatures.
8. When the signatures are gathered the proponents send the petitions back to our office for verification and computation of the percentage in favor of the speed control devices. Additionally, a processing fee as noted in the current Unified Fee Schedule is required at this time, as well as letters from the local fire agency and the local school districts serving the area stating their positions regarding proposed speed control devices on the affected streets.
9. The speed control devices policy requires signatures of over 50% of the residents to be in favor of speed control devices to proceed. If the petition is signed by more than 60% staff prepares a resolution for the Board of Supervisors to consider. However, if the approval rate is between 50% and 60% the Board of Supervisors will conduct a public hearing regarding the request for the installation of speed control devices.
10. The Board takes action to approve or deny the speed control devices.
11. After Board approval, the proponents are required to pay their share of the costs for installing speed control devices on their street as identified in the current Unified Fee Schedule.
12. A contractor is hired to construct the speed control devices.

13. Our crew installs the signs and pavement markers and the project is complete.