



CITY COUNCIL EXTENDED WORK SESSION

City Hall Council Chambers

3725 Park Ave, Doraville, GA 30340

October 8, 2018

6:30 PM

AGENDA

I. CALL TO ORDER

II. ROLL CALL

Honorable Mayor & City Council

- Donna Pittman, Mayor
- Pam Fleming, Council Member, District 1
- Robert Patrick, Council Member, District 1, Mayor Pro-Tem
- Joseph Geierman, Council Member, District 2
- MD A. Naser, Council Member, District 2
- Shannon R. Hillard, Council Member, District 3
- Stephe Koontz, Council Member, District 3

III. NEW BUSINESS

1. Discussion on Doraville's Code Enforcement Programs and Initiatives
Presented by Regina V.K. Williams-Gates, City Manager
David Howell, Assistant City Attorney
2. Discussion on Proposed Doraville Traffic Calming Policy
Presented by Regina V.K. Williams-Gates, City Manager
Larry King, Public Works Director

IV. SPLOST

1. Continued Review of Recommended SPLOST Projects
Presented by Regina V.K. Williams-Gates, City Manager

V. CITY MANAGER'S UPDATES AND COMMENTS

VI. ADJOURNMENT



To: Honorable Mayor and City Council
From: Regina V.K. Williams-Gates, City Manager
Date: October 5, 2018
Subject Title: Code Enforcement Programs and Initiatives

There is no prior staff information, as this is a discussion item of an overview of local code compliance operations and national prevailing practices intended as an opportunity for City Council to discuss and reach consensus on priorities and set the direction and priorities for needed code revisions.



To: Honorable Mayor and City Council
From: Regina V.K. Williams-Gates, City Manager
Date: October 5, 2018
Subject Title: Traffic Calming Policy

Attached is a proposed Traffic Calming policy. The policy is a combination of work conducted originally by the City's traffic engineers, prevailing practices by other governmental agencies, and Doraville City staff.

City Staff recently discussed internally the need to better manage requests and expectations for the more minor traffic calming measures in the neighborhoods and Councilmember Geierman also expressed an interest in the Council adopting a policy so public participation could be ensured.

	Policy Subject: Neighborhood Traffic Calming Program	Policy Number: TBD
	Lead Department: Public Works	Date: November 1, 2018

1. APPLICATION AND INTENT

Traffic calming can help to ensure a safe environment is maintained in neighborhoods as drivers travel in and through urban areas. As Doraville continues to develop and redevelop traffic calming techniques to address excessive traffic volumes and speed through neighborhoods it requires an objective and timely process.

Because of increased congestion on the City's arterial and collector road network, combined with driver's desires to find shorter travel routes, drivers frequently seek alternate travel routes. Frequently, these selected routes include the City's local and residential neighborhood streets. Many of these streets have experienced increases in volume and speeding that has diminished the quality of life and the safety of residents, pedestrians, bicyclists, and other motorists

The City is committed to work collaboratively with residents to address these potential safety issues, continue to protect the quality of neighborhood life and achieve the integrity of livable community urban design standards. To this end, the City of Doraville desires to maintain a Neighborhood Traffic Calming Program that has several effective techniques. The Neighborhood Traffic Calming Program specifically applies only to local access roads in residential neighborhoods.

A local access road is the lowest level road in the hierarchy of roadways as defined by American Association of State Highway and Transportation Officials (AASHTO). The primary function of a local access road is to provide access to individual properties for motorized vehicles, bicycles, and pedestrians. It is intended to carry traffic that has either an origin or a destination on that road or from within the local neighborhood. The Neighborhood Traffic Calming Program does not apply to collector roads, minor arterials or principal arterials.

Traffic calming techniques may offer ways to help restore neighborhood streets to a more livable condition. The Institute of Transportation Engineers (ITE) defines traffic calming as *"the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users."* Traffic calming techniques can influence motorists to drive more slowly, to drive with more care, and in some cases, to divert to more appropriate routes. These techniques may help to restore a sense of livability and safety to neighborhood streets.

The intent of Doraville's Neighborhood Traffic Calming Program is to encourage all motorists to drive in a responsible manner. However, it is impossible, in practice, to ensure all of the drivers will drive close to the posted speed limit. Therefore, it is understood that the program will benefit about 85% of the roadway users in general.

Traffic calming techniques can generally be classified as physical devices or psychological devices. Physical devices interrupt or slow the flow of traffic by changing the street's direction or by breaking the road into smaller visual units using techniques such as chicanes, splitter islands and traffic circles. Psychological devices change the psychological feel of the street using different surface types, vertical landscaping, or narrowed lanes create space for a more pedestrian-friendlier environment. These psychological changes give motorists clues that they are no longer on a major roadway but are in a different environment that is shared with pedestrians and bicyclists.

While each neighborhood and each situation may be somewhat unique, it is important to realize that a systematic approach must be used by the Traffic Calming Program. Thus, the same definitions and criteria, as outlined in this policy, are applied in all cases. As a part of that approach, the transportation system of the City needs to be considered as a whole. Solving a problem on one neighborhood or street should not cause another problem to appear somewhere else.

2. GOALS

The City of Doraville supports traffic calming measures that are proven in the transportation industry to enhance public safety without delaying emergency response vehicles and personnel. Ideally, traffic calming measures should be seen as an amenity to the community. Measures that are perceived by local residents as having a degrading effect on property values are generally not considered.

The goals of Doraville's Neighborhood Traffic Calming Program are:

- Increase the quality of life for city residents.
- Reduce travel speed of vehicles to a safe and legal speed limit.
- Encourage through traffic to avoid using local roads and to stay on collectors and arterials.
- Deter truck traffic and other inappropriate vehicles from using local roads.
- Effectively balance traffic calming needs with emergency vehicle responsiveness.
- Encourage and enhance pedestrian and bicycle access and usage.
- Continuous improvement in the use of effective, efficient, economical and environmentally sustainable traffic calming measures.
- Minimize the adverse impact of causing traffic to divert from one street to another.
- Focus on clear communication with and involvement of neighborhood associations and residents.

Traffic calming has the ability to provide solutions for cut-through traffic, speeding, safety, and aesthetics. However, engineering solutions will not produce sufficient results by themselves. Successful traffic calming applies the Three E's: Education, Enforcement, and Engineering. The City in most locations will deploy these approaches in the order stated and carry forward some or all of the activities implemented in the previous approach.

Education – It is essential that residents and neighbors understand the need to obey the posted speed limit. When there is a perceived speeding problem within the neighborhood, the residents themselves are commonly contributing to this problem. Education can occur by reminding motorists of the potential risk to the neighborhood children and adults; this can be done by means ranging from newsletters and brochures to e-mails and social media. Additionally, general education on the traffic calming program can improve the neighborhood's understanding of possible solutions.

Enforcement – Police officers are the usual source for increased enforcement of traffic laws. Law enforcement can monitor vehicular speeds and the observance of stop signs, issuing citations in response to violations. A temporary police presence results in temporary improvements, as motorists are more likely to exceed posted speed limits in the absence of police officers. However, random police presence can have a continuous benefit as long as the random enforcement continues. The temporary placement of a radar trailer can also be used to inform motorists of the speed they are traveling compared to the posted speed limit. It should be noted that the use of radar detection requires State authorization and meeting certain other State requirements.

Engineering – Through proper engineering the roadway can be physically modified in some manner, with the purpose of encouraging a change in motorist behavior by reducing speed, increasing awareness of pedestrians and bicyclists, or diverting traffic to a more appropriate street (arterial or collector). Engineering solutions are intended to be "self-enforcing" and should be considered after education and enforcement activities have been performed. Sound engineering judgment should be used for any proposed modification of a neighborhood roadway involving traffic calming measures, installation of new signage, and additional pavement markings.

3. DEFINITIONS

For purposes of this Policy, certain terms and words are defined. Where words have not been defined, but are defined in a subsequent section of this Policy, those words shall have the meaning as defined therein. The following words, terms and phrases when used in this Policy shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- **AASHTO** means the American Association of State Highway and Transportation Officials.

- **Affected Area** means a geographic portion of a neighborhood consisting of all property owners whose quality of life as a resident in the neighborhood, and not necessarily as a traveler through the neighborhood, is being directly impacted by the cut-through or speeding traffic problem being addressed. The affected area will include all lots from which residents must traverse the traffic calming measure. The affected area will also include all lots from which residents may have an alternate route without traffic calming measures but whose lots have driveways that access the residential street for which traffic calming measures are sought.
- **Department** means the Public Works Department.
- **Eligible Petitioner** means the person whose name is recorded as a property owner in the tax records maintained by the Dekalb County's tax commissioner and board of tax assessors for the address listed on the petition that falls within the affected area.
- **Initiator** is a real property owner who has initiated a request for traffic calming measures and/or has assumed a primary role in circulating the subsequent traffic-calming petition and undertakes to serve as the City's sole contact with respect to the progress of any subsequent traffic study and traffic-calming petition.
- **Public Safety** means the Doraville Police Department
- **T.E.** means the Institute of Transportation Engineers.
- **MUTCD** means the Manual on Uniform Traffic Control Devices.
- **Real property Owners** means homeowners or other real property owners as indicated in the tax records maintained by the Dekalb County tax commissioner and board of tax assessors.
- **Reference Number** means the number assigned to a completed initial interest request which meets the City's criteria for a study that will be used to determine the order in which traffic studies will be conducted.
- **Renters** means residents of the Affected Area listed above who are not the real property owners as indicated in the tax records maintained by the Dekalb County tax commissioner and board of assessors
- **Residents** means those people who live in the area in which traffic studies are being proposed.
- **Residential Street** means a street classified and defined as "residential" in the official records of the City of Doraville.
- **Traffic-Calming Measures** means those methods and processes, prescribed by "AASHTO" or other nationally recognized organizations, that the City may use to reduce aggressive driving behavior that impairs the quality of life of its citizens in any neighborhood in which the posted speed limit is no greater than twenty-five (25) miles per hour. Such measures include, but are not limited to, speed tables, bicycle lanes, center traffic islands, splitter islands, radar and other signage and striping and turn restriction lanes.

4. TRAFFIC CALMING PROCESS

4.1 Request

A Homeowners Association (HOA), neighborhood group, or citizen may submit a request for the City to investigate speeding, cut-through traffic, or related safety problems. All requests must be submitted in writing to the City Manager explaining the traffic concerns of the community. Requests submitted by an individual must include signatures from two (2) additional property owners along the same roadway within 1,000 feet of the property owned by the citizen representative submitting the request. All requests must include the following information:

- The requested street name
- The boundary of the street segment (example, between New Peachtree and Buford Highway)
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Email of contact person
- Evidence of neighborhood support 10 individual signatures representing 10 different properties whose property abuts the street segment in question
- Signature of contact person

In order for any traffic calming measures to be considered, the requested local street must be a minimum of 1,320 feet in length, and at least 1,000 feet of each street must have grades less than 7% and horizontal curves less severe than a radius of 300 feet.

The City Manager will include in a routine report (that may include other updates) to City Council, a list of locations where traffic calming assistance is requested in order for the Council to be aware that there is a potential traffic issue. The City will conduct an initial meeting with the applicant to review the perceived problems and discuss:

- Application Process
- Affected Area
- Traffic Study Process
- Petition Requirements
- Potential Passive Traffic Calming Solutions

After meeting with the City, the applicant can initiate the process to request a traffic and speed study by submitting an application form and petition with signatures of a minimum of 30% of the residents from separate properties within the affected area requesting traffic calming.

4.2 Study

Public Works assisted by the Police Department will make a field review of the area and conduct a speed study and investigate any reported traffic accidents.

For the purposes of the Neighborhood Traffic Calming Program, a traffic speeding problem on a local street is considered to exist if the 85th percentile speed is greater than 10 miles over the posted speed limit. If the results of the study indicate that traffic speeds do not meet this criteria Public Works will inform the applicant in writing and will continue to monitor the area.

4.3 Plan Development

If the results indicate that the traffic speeds do meet the criteria for traffic calming measures, Public Works will contact the applicant and schedule a neighborhood meeting to review the results of the study, identify the problems, and present potential solutions. The affected area will be identified, and the petition process will be explained.

Citizen participation is an essential ingredient in the development and implementation of a successful neighborhood traffic calming plan. Neighborhood residents offer insight into the nature and extent of traffic and safety problems. Residents are most directly affected by the problems and potential mitigating measures and are frequently the source of innovative solutions.

Public Works will prepare a preliminary design of the proposed traffic calming measures and prepare the formal petitions for the initiator or neighborhood coordinator to distribute for signature. The Department of Public Works will review the preliminary design with the Doraville Police Department to get their input also.

There are several types of traffic calming devices. Speed humps are the most prevalent.

Speed Humps

Bumps, humps, and other raised pavement areas. This category includes all traffic-calming devices raised above pavement level. Drivers must slow down when they cross these devices or suffer an uncomfortable KER-BUMP or (KER-BUMP-KER-BUMP), running the risk of spilled coffee and a severe jolt to their tailbones. Although people often gripe about the inconvenience of having to slow down for these devices, they don't have much choice. Their effectiveness at slowing traffic cannot be disputed. Included in this category are:

- Speed bumps.
- Speed tables
- Speed humps.
- Raised crosswalks.
- Raised intersections

Other types of traffic calming devices will be considered including:

Gateway (Community) treatments involve the combined use of sign installations, landscaping, textured pavements, name plates, monuments, or other arrangements placed at the entrance to a neighborhood typically installed in order to communicate a sense of neighborhood identity as

well as for community development and community pride purposes. The gateway is placed at the entrance or “gateway” to the community at a prominent location and should be large enough to attract the attention of motorists and to effectively communicate they are entering the neighborhood or community.

Pavement Markings are used to narrow the travel lanes tends to make drivers drive slower. The additional pavement made available by narrowing can then be reallocated for parking and/or bicycle lanes etc.

A Pole Mounted Speed Display (PMSD) Sign combines the regulatory speed limit sign with a radar speed feedback sign that displays the real-time speed of an approaching vehicle which tends to make motorists reduce their speed

Horizontal, Vertical and Narrowing traffic calming devices are constructed and installed on the pavement surface and physically narrow or create vertical or horizontal shifts in, the travelway that constrain vehicles to travel through or over the devices. (For example, Chicanes.)

4.4 Neighborhood Support

The City of Doraville requires that there be wide support from the community for implementing traffic calming in neighborhoods. The impacted residents and property owners, as defined by the City, in the affected area shall be contacted via US Postal Mail and given an opportunity to sign a petition, indicating their opinion concerning the installation of traffic calming measures. Any abstention or indication other than a “yes” will be considered a “no.” Both Real Property Owners and Renters will be sent a notice and are allowed to vote. Each address is entitled to one response. If both the Real Property Owner and Renter submit a vote, the owner’s vote will override the Renter’s. Each household must sign the petition individually, including owners of undeveloped lots.

At least 65% of the homeowners in the affected area must vote in favor of installing the traffic calming measures for the petition to be accepted. The percentages will be calculated, based on individual lots where the owners sign affirmatively, divided by the total number of lots in the affected area. Each lot counts as only one lot regardless of the number of owners signing. The affected area (limits of the affected land owners) will be provided by the Doraville Public Works Department based on the definition in Section 3. The City Manager reserves the right to set a reasonable expiration date on petition signatures.

If a neighborhood has a HOA or other legal mechanism allowing a group less than the previously stated required percentages to represent their position, this mechanism may replace the petition process as approved by the City Manager after consultation with the City Attorney.

The completed petition must be returned to the Director of Public Works where it will be verified against tax records, land lot and parcel maps to ensure that it meets all requirements. Once the petition is verified, Public Works will develop a final project design and cost, based on the suggested passive and active measures. The verified petition and final project design will be provided to the City Manager for action.

If a petition fails to obtain the required approval of the at least 65% of the residents, City staff will not advance the request to The City Council for approval as indicated in Section 4.5 of this policy; however, the Mayor and City Council shall be made aware of the disposition of the petition. The roadway will not be considered again for traffic calming for twelve (12) months. This twelve (12) month waiting period may be waived at the discretion of the Doraville City Council.

4.5 Approval

Final design and cost for any active measures will be presented to the Mayor and City Council for funding and approval.

4.6 Implementation

Upon City Council approval and the allocation of funds in the City budget, the traffic calming project will be implemented at the direction of the Public Works Department. Within 6 months of project installation, Public Works staff will conduct follow-up studies to measure project effectiveness.

Financial Participation

The City may fund 100% of the cost necessary for construction of any traffic calming measures. The cost for traffic calming device installation (including signs, pavement markings, and any necessary special features) may also be shared between the City and the residents. If a traffic calming measure is approved as described in this policy and the residents want it to be a higher priority, one or more residents may pay a share or it may come from other private sources – the exact manner of payment would be mutually agreed to by the residents and the City. The shared cost arrangement shall be at the discretion of the City.

Funding available for the construction of traffic calming measures will be limited to the amount budgeted by the City for traffic calming for that current fiscal year and allocated to neighborhoods in the order that their petition is approved by the City Council. Any neighborhoods that are approved for the construction of traffic calming measures after the current year's budget has been expended will be funded out of future year's budgets in the order that their petition was approved by the City Council. The City Council can determine that a particular traffic calming project needs to have a higher priority due to an urgent public safety concern.

4.7 Evaluation and Post Implementation

The City shall collect "post-implementation" information and data along the roadway(s) in the project. This data collection shall occur between ninety (90) and one hundred and twenty (120)

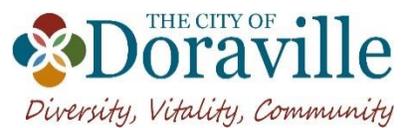
days following completion of construction. The purpose of this effort is to determine whether the objectives for traffic calming have been satisfied along the roadway(s).

If the City determines that the objectives have been satisfied, then the project is considered complete.

If the City determines that the objectives have not been satisfied, then the City has the option to modify or remove the traffic calming measures. If this option is pursued, the traffic calming review process would follow the same guidelines beginning with the evaluation phase

5. REMOVAL OF TRAFFIC CALMING DEVICES

If the neighborhood decides that they no longer want previously installed traffic calming devices, they must follow the same procedure to obtain 51% support by petition as listed above for installation. Traffic calming devices should remain in place at least 12 months before removal. If devices are removed, the road must also be brought back to City standards. The City of Doraville reserves the right to remove traffic calming devices for any reason.



To: Honorable Mayor and City Council
From: Regina V.K. Williams-Gates, City Manager
Date: October 5, 2018
Subject Title: SPLOST

Attached is an updated version of the proposed list of SPLOST projects that reflects the City Council discussion on last Monday, October 1, 2018.

SPLOST Capital Improvement Plan - Staff Recommendation		
Transportation Improvement Projects (75%)		
Project	Description	Estimated Cost
Oakcliff Phase 1	Refinement and completion of existing work, including correcting turning radius at several locations.	\$ 75,000
Oakcliff Phase 2	Street resurfacing, additional landscaping, and repair and add some sidewalks.	\$ 300,000
Pedestrian / Bike Path on Flowers Road to the Access Road	Build a pedestrian / bike path along Flowers Road, by Avery Park, that would connect to GDOT's I-285 top End Project	\$ 300,000
Winters Chapel Road Traffic Calming	Provide traffic calming along Winters Chapel Road to include road diet, improve the intersection at Winters Chapel and Amwiler Road and eliminate the simultaneous turning movements from opposite directions at Winters Chapel and Chicopee.	\$ 1,300,000
Citywide Traffic Calming	As needed or petitioned provide less expansive traffic calming methods to include speed humps, radar signs and passive signage.	\$ 60,000
Relocate Pedestrian Signal at Buford Hwy at Park Avenue	Relocate pedestrian signal to the north side of Park Avenue to match the crosswalk.	\$ 50,000
New Peachtree Road Pedestrian Improvement Project	Provide pedestrian striping and wayfinding signage along New Peachtree Road from I-285 to Flowers Park	\$ 50,000
Sidewalk Repair and Installation.	Based on engineer's condition assessment update, repair and install sidewalks and ADA ramps citywide	\$ 1,115,000

Chestnut Drive Improvements	Conduct a new review of traffic calming methods needed, with public participation and traffic engineer advice. At a minimum install ADA ramps, sidewalks, and pedestrian striping.	\$ 750,000
Citywide Roadway Striping	Restore and install striping including centerline striping, stop bars, pedestrian crossings, etc. that have faded throughout the City based on an engineer's review of intersection, considering pedestrian safety, school children walking patterns and other critical factors.	\$ 820,000
New Peachtree Bicycle Paths - 285/Buford (Outside of I-285)	New bicycle path to connect the north end of Buford Hwy to MARTA Station.	\$ 615,000
Citywide Pavement Management	Based on engineering updated street condition assessment, perform resurfacing, micro-surfacing and crack sealing in a cost-effective manner throughout the City.	\$ 1,200,000
Safety improvements to Intersection of Chestnut / Wheeler and Addison Streets	Install traffic calming devices on Wheeler Drive, roadway striping and new signage to identify travel lanes, relocate stop sign and install yield and school zone signs.	\$ 15,000
Trail to connect to the Peachtree Creek Greenway	Recreation path along the north fork of Peachtree Creek for pedestrians, bicyclists, and other non-motorized vehicles and will provide greenspace to connect neighborhoods to create a connection to the Greenway Project that will travel from Doraville to the Atlanta Beltline.	\$ 450,000
	SUBTOTAL	\$ 7,100,000
Public Safety Facilities and Equipment (10%)		
Project	Description	Estimated Cost

Move and Reuse Three (3) Large Generators	Move and setup generator from the Police Department to the Arena and purchase an additional generator for emergency power during outages and inclement weather at the Police Department building.	\$ 75,000
Replace Mobile Radio	The Doraville Police Department is on a new mobile system and there are some units that are not functioning with the new system. These unit will be replaced.	\$ 15,000
Police Dept. Campus Improvements	Includes building repairs to fix leaking windows, remove mold, replace the worn carpeting and perform parking lot restoration. Such work will be in keeping with the remaining life of the building as an ultimate move from the building is impending.	\$ 150,000
Replacement Vehicles (Patrol Vehicles and Vehicle Equipment)	Replace police car based on the vehicle lifecycle wherein the cost of maintenance and repairs is exceeding cost-effectiveness (based on excessive mileage and repair expenses). This is estimated to be replacement of two cars every other year and one car on alternate years for a total of nine. Additional police vehicle replacement will be needed also from other funding sources.	\$ 610,000
Municipal Courthouse Renovations	Perform building critical repairs repair in keeping with the remaining life of the building as an ultimate move from the building is impending. This includes misc. bathroom retiling; new seating; ADA access; keyless entry; new furniture; new X-ray scanner	\$ 100,000
	SUBTOTAL	\$ 950,000
Repairs of Capital Outlay Projects (15%)		
Project	Description	Estimated Cost

Replace and install Additional Wayfinding Signage	Replace and install new wayfinding signage at key intersections around the City and at City facilities	\$ 25,000
Library Improvements	Replace wobbly shelving that dates from the 1970's, pavement improvements including stairs and ADA ramp	\$ 90,000
Extension Service Building / Pan Asian Building Demolition	Demolish these two buildings that are inhabitable and cost prohibitive to upgrade considering the life span of the buildings. Use the land for temporary open space	\$ 180,000
New Parks - Tot lots and community gardens	Convert small city-owned property to open space to include active and passive public use, such as tot lots, community garden and walking and exercise hubs.	\$ 100,000
Autumn Park Improvements	Park improvements. Specific projects to be determined based on public input to achieve active and passive use of the park.	\$ 225,000
Brook Park Improvements	Park improvements. Specific projects to be determined based on public input to achieve active and passive use of the park.	\$ 300,000
Flowers Park Improvements	Connect trail to the retention pond and retention pond amenities.	\$ 225,000
Previously Approved Capital Projects Needing Additional Funding	Brook Park - \$30,000 Chicopee Park Path - \$5,000 Playground Equipment at Autumn Park and English Oak Park - \$10,000 City-wide Signage - \$25,000	\$ 70,000
Shallowford Road Streetscape (New Cross Keys Elementary School)	Sidewalk and landscape improvements adjacent to the school.	\$ 75,000

Honeysuckle Park	Athletic field improvements and expand park amenities.	\$ 110,000
	SUBTOTAL	\$ 1,400,000
	SPLOST Capital Projects Budget	\$ 9,450,000