



# Speed Hump Policies & Procedures

## **Step One: Request**

A request for Speed Humps begins by completing a "Request for Speed Hump Investigation" form. The form is available by calling 915-546-2015 or can be downloaded from the County's website at [www.epcounty.com/publicworks/](http://www.epcounty.com/publicworks/)

Requests can be made by either a neighborhood or a group of residents located on the street requesting speed humps. A designated contact person will receive all correspondence and be responsible for gathering evidence of support. Only request forms supplied by the Department of Public Works or exact copies may be used for this purpose. Copies of all forms should be made prior to submitting.

**Request forms should be submitted to the Public Works - Road and Bridge Department at the following address:**

**County of El Paso  
Public Works- Road & Bridge Department  
800 E. Overland Ave.  
Room 407  
El Paso, Texas 79901**

**The request must be for a specific street segment and should include, at a minimum but not limited to, the following information:**

- The requested street name
- The boundary of the street segment (example, between 1st Avenue and 5th Avenue)
- Name of contact person
- Address of contact person
- Daytime phone number of contact person
- Email of contact person
- Evidence of neighborhood support (ten individual signatures representing 10 different residents whose property abuts the street segment in question)
- Signature of contact person

**The installation of speed humps on streets within the jurisdiction of the County of El Paso will be considered only if found warranted by the County Public Works Department.**



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## **Step Two: Eligibility**

In order for a request to qualify for consideration, the street must meet criteria set by the Public Works Department. It is the responsibility of the Public Works Department to conduct an evaluation to determine if the street segment meets the following minimum criterions:

- The street segment must be primarily a residential street as defined by the County of El Paso which provides direct access to abutting single family residential properties.
- The street segment must have no more than one traveling lane in each direction.
- The street segment may not be designated as an arterial street. (As defined, arterials are roads designed to provide a high degree of mobility and generally serve longer vehicle trips to, from, and within urban areas.)
- The street must have a speed limit of 30 mph as determined in accordance with State Law.
- The street segment must be a through street and have a paved width of 40 feet or less and be bounded by standard curb and gutter.
- The average daily traffic volume for both directions must range from 500 to 1,000 vehicles per day on average weekdays.
- The street cannot be in an industrial area, along established truck routes, public transit routes, or established/preferred emergency vehicle access.
- The street grade is less than 5% and the centerline radius is greater than 300 feet.
- The street must be a through street (no cul-de-sacs) with a minimum length of 700 feet which is uninterrupted by other intersections.
- The street segment must be long enough to comply with the minimum placement procedures described in Step Five. The measured length must be continuous without interruption by a traffic control device such as stop signs, traffic signals, etc.

Only those requests meeting all the eligibility requirements will proceed to Step Three "Funding". If a request is denied, applicants will not be able to reapply to the speed hump program for the following two years unless there is considerable change in conditions.



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## **Step Three: Funding**

The cost for speed hump installation (including signs, pavement markings, and any necessary special features) may be shared between the County and the residents.

- The residents' cost share is that percentage of the total cost that is not the County's responsibility. One or more residents may pay this share or it may come from other private sources – the exact manner of payment would be left to the residents.
- Residents are given the opportunity to pay for the full cost of approved speed hump installation, regardless of a determination of partial County funding, in order to expedite the cost of installation(s).
- County staff will submit a statement to the requestor(s) of each approved project indicating the estimated total installation cost, County's cost share (if any), residents' cost share (if any), and the project's ranking on the priority list. If the project does not receive high enough priority to receive County funding, yet still satisfies the County's eligibility requirements and accumulates at least (4) ranking points, residents will have the option to voluntarily pay for the full installation cost and expedite the speed hump installation. (Please see "Priority List" for point distribution)

## **Step Four: Level of Support**

If the Department of Public Works determines the street to be eligible and funding has been identified according to Step Two "Eligibility", and funding identified per Step Three "Funding"; the requestor will be required to canvass the residents for approval. Only canvassing forms supplied by the Department of Public Works will be used for this purpose and each form must be notarized before it is turned in.

## **Step Five: Speed Hump Placement**

It is the responsibility of the Department of Public Works to determine the final location of all speed humps in accordance with the following safe engineering principles.

- Speed humps will usually be placed between 300 feet to 500 feet apart
- A speed hump shall not be located in front of a driveway or within an intersection

- Speed humps shall not be located within 250 feet of a traffic control device or within 50 feet of an intersection
- A speed hump shall not be located adjacent to a property if the occupant objects to its placement
- Speed humps should not be placed within 10 feet of a driveway and 25 feet to the nearest fire hydrant
- Speed humps will typically be placed at property lines
- Speed humps shall not be placed within a curved section of roadway
- Speed humps shall not be placed on street segments with a vertical grade greater than 8%
- Speed humps shall not be placed over manholes, drainage structures, water meters, or other utility access points and shall only be placed at locations which will not create adverse impact on drainage patterns.
- If possible, speed humps should be placed near existing street lighting.
- A series of two or more speed humps are usually more effective than single hump installations. Any one series of humps should generally not be greater than one-half mile in length and the end of one series should not be immediately adjacent to another series.
- Speed humps shall be located so that they are clearly visible for at least 200 feet from each approach.
- "No Parking" signs may be placed within 50 feet of the approaching side of the Speed hump if deemed necessary for safety of the driver
- Speed Hump Design Requirements shall be done as specified (Refer to Attachment "A")
- Speed Hump Striping and Signage shall be done as specified (Refer to Attachment "B")



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## **Additional Information**

The process for speed hump removal or alteration by residents is the same as the process for installation. Funding will be required before a speed hump is removed or relocated.

- Speed humps shall not be considered for removal within the first two years of installation.
- The complete cost of removal of speed humps shall be borne by those parties signing the petition for removal. Actual removal of existing humps will not take place until an amount equal to the estimated cost for removal is received by the County from those signing the petition. The cost to remove or relocate the speed humps will include the cost to repair the pavement by milling and overlaying the section of roadway.
- Estimated Cost - \$1,500 - \$2,000 each (series); Includes required signage, striping, and installation.

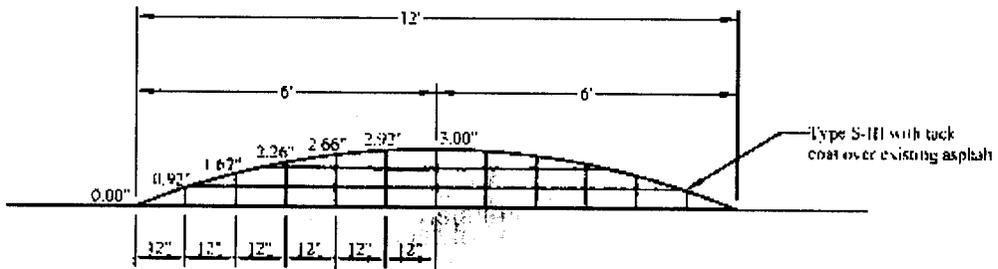
## **Priority List**

Each request for speed humps will be analyzed as staff time permits after receipt of completed petition and placed on a priority list. Full funding from a non-county source (i.e., petitioners, developers, etc.) precludes the location's inclusion on the priority list and will expedite installation.

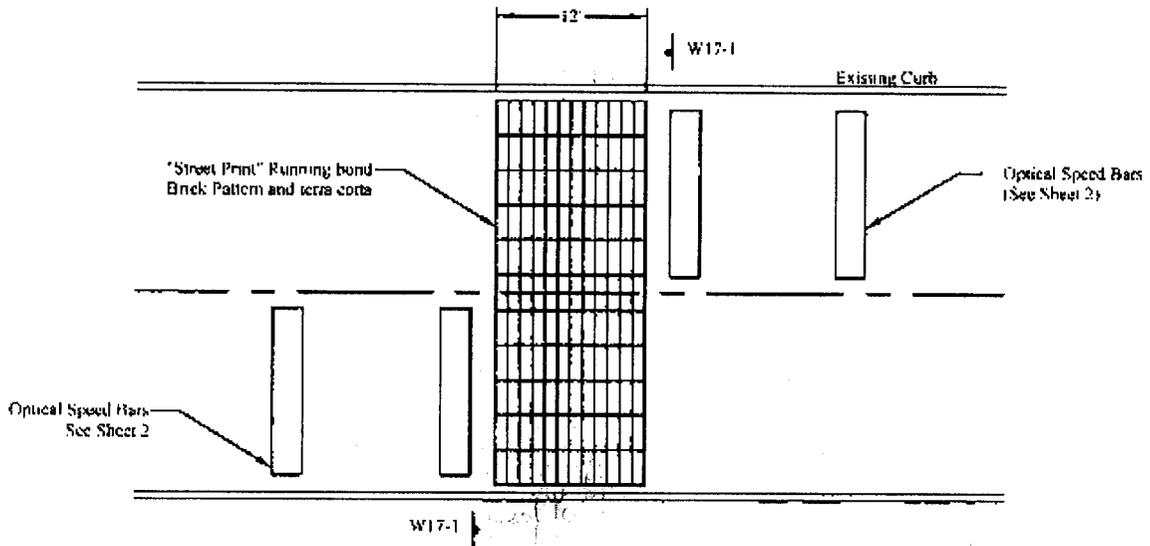
Ranking on the priority list will be based on the following:

- a) 1 point for each percentage point of vehicles exceeding the speed limit
- b) 1 point for every 100 vehicles over 1,000 Average Daily Traffic Volume
- c) 5 points for locations within one block of schools and parks
- d) 5 points for each speed related accident on the street (not involving DUI)

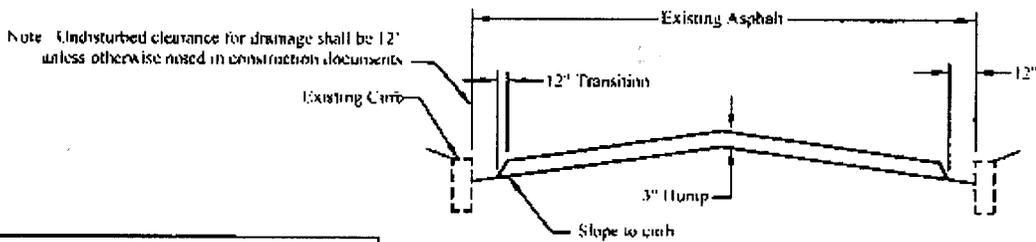
The Department of Public Works shall prepare and maintain current design standards for speed humps in accordance with this installation procedure.



**DRIVING PROFILE**  
N.T.S.



**PLAN VIEW**  
N.T.S.



**ATTACHMENT "A"**

**TYPICAL SECTION**  
N.T.S.



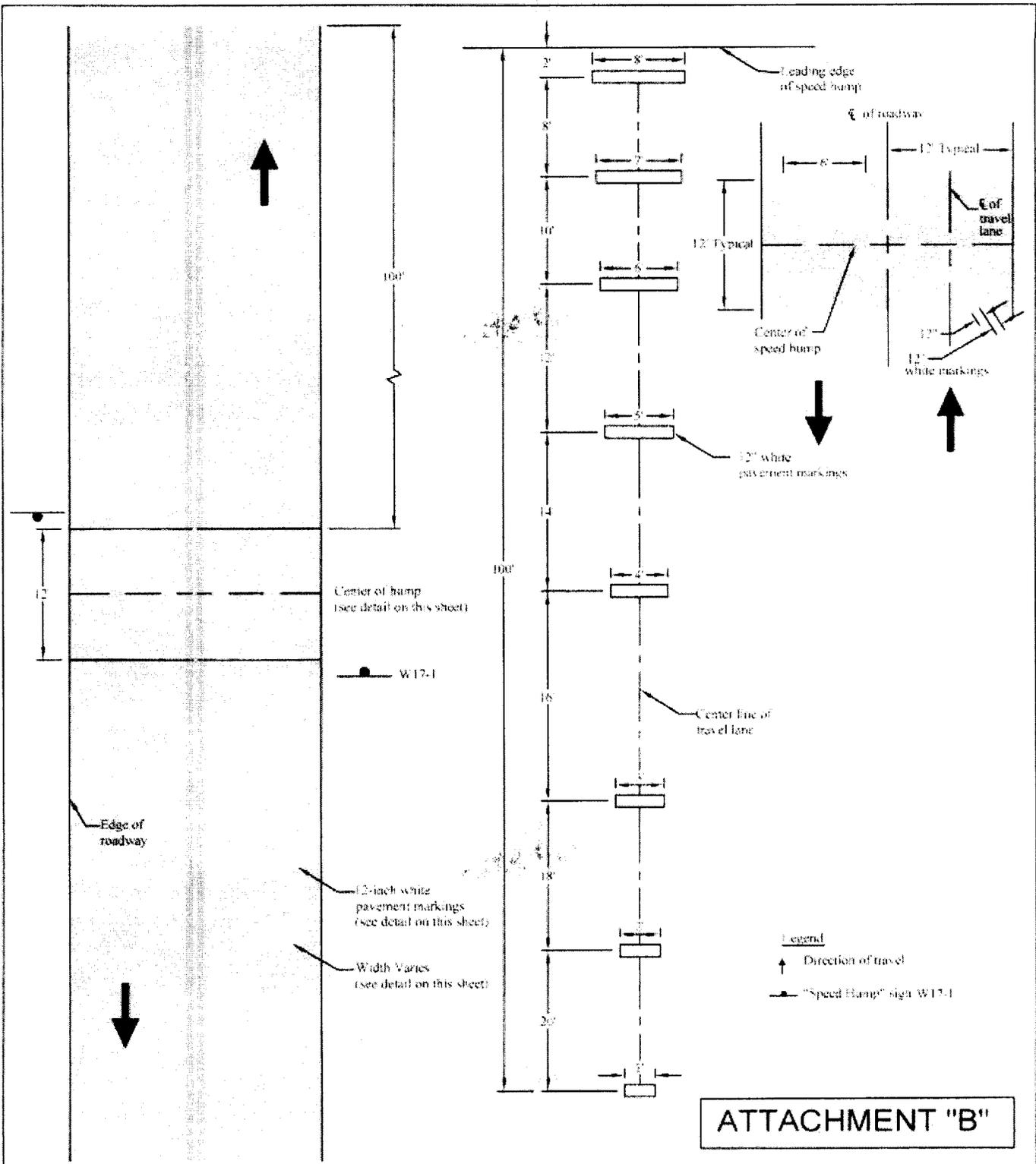
**COUNTY OF EL PASO**  
PUBLIC WORKS  
ROAD & BRIDGE DEPARTMENT

SHEET TITLE

**SPEED HUMP**

SHEET  
**1** OF **2**

DATE  
**11/7/12**



**ATTACHMENT "B"**



**COUNTY OF EL PASO**  
 PUBLIC WORKS  
 ROAD & BRIDGE DEPARTMENT

SHEET TITLE	
<b>SPEED HUMP ADVANCE WARNING MARKINGS</b>	
SHEET	DATE
<b>2 OF 2</b>	<b>11 / 7 / 12</b>