



# Speed Hump Policy

A speed hump is a gentle rise and fall of pavement surface placed in the roadway to reduce the speed of vehicles. In local tests and in other cities, it is found to be successful in reducing speed while allowing motorists safe operation of a vehicle.

## **Step One: Request**

A request for Speed Humps begins by contacting the city at <http://www.cityofkyle.com/contact>. 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.

Request forms should be submitted to the Department of Public Works at the following address.

**Public Works**  
**Attn: Speed Hump Request Processing**  
**PO Box 40**  
**Kyle, TX 78640**

The request must be for a specific street segment and should include, at a minimum 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
- Evidence of neighborhood support (ten individual signatures representing 10 different residents whose property abuts the street segment in question)
- Signature of contact person

Requests will be evaluated on an as received basis. However, the schedule and process do not preclude the Director of Public Works from installing speed humps when and where it is deemed necessary outside the procedures of this program.

## **Step Two: Eligibility**

In order for a request to qualify for consideration, the street must meet criteria set by the

Department of Public Works. It is the responsibility of the Department of Public works to conduct an evaluation to determine if the street segment meets the following minimum criteria:

- The street segment must be primarily a residential street which provides direct access to abutting single family, duplex, triplex or quad-plex residential properties
- The street segment must have no more than one moving lane of traffic in each direction of travel
- The street segment may not be designated as an arterial street on any Major Thoroughfare Plan
- The street must have a speed limit of 30 mph as determined in accordance with State Law and be unmodified for slower or faster speeds whether for short time spans, or long. This would include school zones.
- The street segment must not be so close to a Fire Department Facility as to significantly interfere with emergency vehicle operations
- 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.
- Other factors such as curves and grade changes on the street, emergency vehicle access, and safe sight distances will be evaluated.

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.

### **Step Three: Funding**

Projects will be scheduled for construction, as funding is received. An eligible project will be completed if the applicants choose to pay for 100% of the estimated cost of the installation. Applicants are interested residents on the street where the proposed speed hump is to be located, except where a bona fide Home Owners Association exists, in which case it is the HOA’s responsibility to fund any speed humps their member’s request which are approved. Where HOA’s are involved, the HOA Board or executive manager must endorse the proposed project, and indicate that the HOA will provide funding, otherwise the project is ineligible for consideration. Residents that have a mandatory dues paying HOA may not circumvent the HOA’s decision by approaching the city directly in cases where speed hump requests are denied by the HOA. Projects will be constructed no later than the next fiscal year following deposit of funding.

### **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. Any proposed location must show two-thirds approval of residents abutting the street with the proposed location prior to installation.

## **Step Five: Speed Hump Location**

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 will not be located in front of a driveway or within an intersection
- Speed humps will not be located within 250 feet of a traffic control device or within 50 feet of an intersection
- A speed hump will not be located adjacent to a property if the occupant objects to its placement
- Speed humps should not be placed within 6 feet of a driveway
- Speed humps will typically be placed at property lines
- Speed humps will not be placed within a curved section of roadway
- Speed humps will not be placed on street segments with a vertical grade greater than 8%
- “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

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