

Sherry Sullivan
Mayor



Richard D. Johnson, PE
Public Works

Process for Requesting Traffic Calming on a City-Maintained Street

Updated: October 21, 2019

Synopsis: From time to time we have citizen's inquiring as to the process to have traffic calming measures installed on their or a City street in their neighborhood. Traffic Calming Measures include, but are not limited to speed humps, speed tables, chicanes, curb extensions, lane narrowing, speed reduction, chokers, interactive signage, all-way stops at intersections and conversion from two-way to one-way traffic. When Citizen's desire the consideration of Traffic Calming Measures for their street or neighborhood, the following process should be followed:

1. Submit in writing (letter or email) to the Fairhope Police Department requesting a traffic study for a possible speed calming measure to be installed on a street or in the neighborhood. The type, locations and quantities of measures should be detailed in the letter or email and addressed/copied to:

Fairhope Police:	Chief Hollinghead - Stephanie.Hollinghead@fairhopeal.gov
Fairhope Public Works:	Richard D. Johnson, PE – richard.johnson@fairhopeal.gov
Fairhope City Clerk:	Lisa A. Hanks, MMC - lisa.hanks@fairhopeal.gov

2. The requesting person must gather a petition from the residents of the subdivision agreeing to such a speed calming device. The petition should include (for and against) 90% of the residents on a street segment proposed for traffic calming. If the request is subdivision-wide, then a Letter from the HOA/POA Board is requested. Petition template is attached.
3. The results of the traffic study, petition and request will be presented to the Fairhope Traffic Committee for consideration and possible approval. Police and Public Works may make recommendations for or against requested measures.
4. If approved by the Fairhope Traffic Committee, then request will be presented to the Fairhope City Council for consideration and possible approval. The agenda for the Council will be accompanied by a material cost estimate prepared by Public Works.
5. If approved by the Fairhope City Council, the requestors will need to submit full payment for the approved traffic calming measure prior to installation by the City Public Works Department.
6. Installation of Traffic Calming Measures are generally completed within 3 to 6 months after receipt of payment.

