

Department of Public Works
ADMINISTRATIVE PROCEDURES
FOR
MAUI COUNTY'S SPEED HUMP PROGRAM

rev'd 02-04-08

Purpose

The purpose of this procedure is to assist neighborhoods in requests for speed hump installations on public streets classified as **minor streets**. Also, use of this procedure will promote proper documentation and prevent unwarranted hump installations. [Ordinance No. 2440, Bill No. 46(1995) eff: 9/1/95; Ordinance No. 3270, Bill No. 27(2005) eff: 5/7/05]

Definition of a Minor Street

A Minor street is defined as a street which permits direct access to lots, offers the lowest level of mobility, and generally does not service through traffic. Minor street pavements are typically not wider than twenty-four (24) feet. Minor streets tie into the next higher road class called collector streets. Collector streets penetrate neighborhoods to collect traffic from Minor streets and channels it into the next higher road classification.

Request for Approval

- A. The neighborhood interested in the program should organize themselves and decide on a designated representative, to simplify coordination and communications between the County and the residents. County staffing is very limited and therefore, overlapping or duplicate requests should be avoided. An initial phone inquiry should be made by the designated representative, to Engineering Division at 270-7745, for verification on whether the street of concern is in fact a minor street under the County of Maui's ownership.
- B. Upon receiving a confirmation that the street of concern is a minor street and is currently owned and maintained by the County of Maui, application forms and a tax map will be provided for the designated representative to use in documenting citizen support. Completed forms for the speed hump installation request shall be submitted to the Department of Public Works. The requests shall include the following completed forms:
 1. Form ED-SHP/ID 01/98 which identifies the name and boundaries of the street, the designated representative's name, mailing address, phone & FAX numbers, and signature;
 2. The tax map(s) previously provided; and
 3. Form ED-SHP/POLL 03/01 which lists all the property owners whose respective properties abut the County roadway within a distance determined by the director, from proposed speed hump installations. Every property owner must be provided the opportunity for input. Spaces are provided for the person's signatures indicating whether the person is for or against the speed hump installations.

- C. No request for the installation of speed humps shall be considered unless 80% of the property owners are in favor of the installation.
- D. According to engineering guidelines, the minimum effective spacing for a speed hump is 150 feet. Therefore, cul-de-sac (dead end) streets less than 300 feet long may not be considered.

Department Action

- A. Upon the Department's receipt of the request, the information shall be forwarded to the Engineering Division for evaluation within **30** days. The Department will then respond in writing to the designated representative on the results of the evaluation.
- B. Vehicle speeds on the street of concern shall be evaluated following preliminary approval of the received application packet. The 85th Percentile Speed (that speed which 85% of vehicles travel at or under) shall be used to determine whether speed humps installations will be effective on the street of concern.
- C. Should the speed hump installations be warranted, a preliminary location plan will be developed for formal review by the neighborhood, police department, fire department, and local ambulance service. To supplement the preliminary location plan, the street pavement will be physically marked where the speed humps are proposed to be installed. A minimum **30 day** review period will follow. If no adverse comments are received, the speed humps will be installed accordingly.
- D. Should the collected data and/or other factors show that the installation of speed humps would not be warranted, applications will not be accepted for the previously applied street for the period of one year from the date of rejection of the original application.
- E. Contract bid documents for the installation of speed humps at various locations will be processed annually. The application deadline for the upcoming fiscal year is October 15 of the current fiscal year. All satisfactory requests received will take between nine and twelve months to complete and possibly longer if sufficient funds for the program are not available.
- F. All evaluations shall be done in accordance with the Institute of Transportation Engineer's "Guidelines for the Design and Application of Speed Humps, March 1993" or as amended.