



Transportation Advisory Board Subcommittee

Agenda

July 27, 2026 @ 4:00 PM

City Hall Commission Chambers
401 S. Park Avenue

welcome

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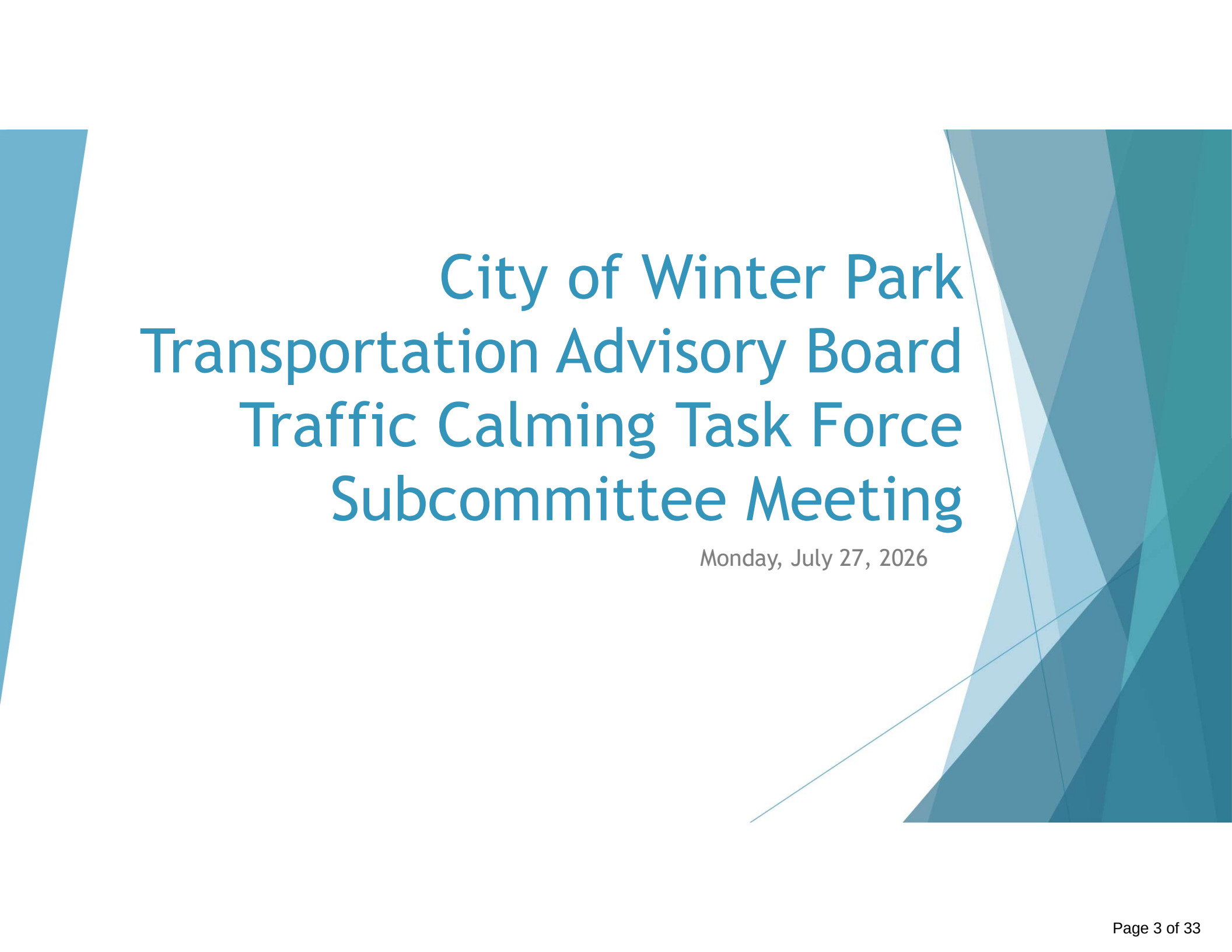
1. Meeting Called to Order

- | | |
|---|----------|
| a. Approval of June, 29th meeting minutes | 1 minute |
|---|----------|

2. Discussion Item (s)

- | | |
|--|------------|
| a. Neighborhood Speed Management & Traffic Calming Policy Review | 30 Minutes |
| b. Summary of Recommendations | 5 minutes |
| c. Traffic Calming Task Force Schedule | 2 minutes |

3. Adjournment



City of Winter Park Transportation Advisory Board Traffic Calming Task Force Subcommittee Meeting

Monday, July 27, 2026



Approval of June, 29th Meeting Minutes



Transportation Advisory Board

Subcommittee Meeting Minutes

June 29, 2026, at 4:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Jeffrey Sievers, and Thomas Lochrane.

Staff: Director of Public Works Charles Ramdatt, Transportation Manager Jamel Hibbert, Transportation Planner Jason Sartorio, Police Chief Tom Volkerson, Fire Chief Dan Hagedorn, and Recording Secretary Noemi Schudel

1. Call to Order

Transportation Manager, Mr. Jamel Hibbert called the meeting to order at 4:00 p.m.

2. Discussion Items

a. Traffic Calming Task Force Overview and Charge- Presentation by the Transportation Manager, Mr. Jamel Hibbert. He explained that the subcommittee was put together to establish the program's framework, governance, and manual. This session is the first of an eight-part series of scheduled task force meetings. The team aims to build a consensus on foundational rules and guidelines. Future updates and agreed-upon plans will be formally shared with the Transportation Advisory Board.

- Purpose of the task force: review and improve Winter Parks' traffic calming program
- Relationship to the Transportation Advisory Board (TAB): Provide recommendations for TAB consideration.
- Recommendation development process: Use engineering data, benchmarking, and stakeholder input.
- Meeting roadmap: Develop recommendations over (8) meetings

b. Authority & Decision Precedence – Presentation by the Transportation Manager, Mr. Jamel Hibbert. Whatever is reviewed is going to require a level of authority. There was a hierarchy proposed by City staff. See below;

Level	Authority	Purpose
1	ADA, PROWAG, Florida Statutes, MUTCD, Winter Park Code	Legal requirements that must be met
2	Florida Greenbook, FDOT Design Manual, FDOT Standards	Engineering design guidance
3	Transportation Master Plan, Vision Zero, Sustainability Action Plan, Existing Policy	Adopted City Policy
4	FHWA, ITE, NACTO	Industry best practices
5	Residents, TAB, Police, Fire, Public Works, Planning	Stakeholder input

c. Program Goals & Desired Outcomes- Presentation by the Transportation Manager, Mr. Jamel Hibbert. This is the foundation of this subcommittee's framework. This is what is going help us obtain objectives moving forward. See below;

Goal	Desired Outcome
Safety	Reduce fatal and service injury crashes
Speed Management	Reduce excessive speeding
Neighborhood Protection	Reduce cut-through traffic
Accessibility	Improve ADA compliance
Mobility	Preserve roadway function
Emergency Response	Maintain emergency access
Sustainability	Support TMP, Vision Zero, and SAP
Fiscal Stewardship	Maximize return on investment
Transparency	Improve public understanding

d. Success Measures- Presentation by the Transportation Manager, Mr. Jamel Hibbert. This is where objectives is going to be beneficial as well. This is where objective performance measures that we're looking to accomplish, there are target goals. See Below;

Category	Measure	Target	Basis
Safety	Fatal Crashes	Zero	Vision Zero
Safety	Serious Injury Crashes	50% Reduction by 2035	Safe System Approach
Operations	Speed Reduction	3-7 MPH	FHWA/ITE Traffic Calming Studies
Pedestrian Safety	Yield Rate	>80%	FHWA Pedestrian Safety Research
Accessibility	ADA Compliance	100%	ADA/PROWAG
Emergency Response	Additional Delay	<10 Seconds	Fire Department Best Practices
Financial	Benefit-Cost Ratio	>1.0	FHWA Benefit-Cost Analysis
Governance	Projects Scored	100%	Objective Prioritization

e. Existing vs. Proposed Program- Presentation by the Transportation Manager, Mr. Jamel Hibbert. We will be able to develop the framework that is consistent with our goals. See below;

Topic	Existing Process	Proposed Program
Speed Thresholds	Existing	Retain
Crash Evaluation	Limited	Expanded
Prioritization	Limited	Formal Scoring
Police Review	Informal	Formal
Fire Review	Informal	Formal
Constructability Review	Limited	Formal
Benefit-Cost Analysis	None	Required
Lifecycle Costs	Limited	Required
Performance Monitoring	Existing	Expanded

f. Meeting Roadmap- Presentation by the Transportation Manager, Mr. Jamel Hibbert. Each future meeting we hope to target specific topics and/or goals. See below;

Meeting	Topic
1	Governance, Authority, Goals
2	Benchmarking & Existing vs Proposed Process
3	Warrants, Eligibility & Prioritization
4	Traffic Calming Toolbox
5	Decision Process & Department Review
6	Funding & Asset Management
7	Performance Monitoring
8	Final Recommendations

g. Prioritization Framework- Presentation by the Transportation Manager, Mr. Jamel Hibbert. This relates to the objectives that we are trying to accomplish. This is important because the current process in place is where the decision to implement traffic calming measures is done at a “first come, first serve” basis. We believe it would provide more value to the program itself. See below;

Category	Weight
Speed	25%
Crash History	25%
Pedestrian/Bicycle Activity	20%
Cut-Through Traffic	15%
School/Park/Trail	10%
Cost & Constructability	5%

3. Comments

a. traffic calming standards- The discussion focused on creating a more formal and standardized approach to selecting and using traffic calming devices rather than relying on past informal practices.

Key points include:

- There is no one-size-fits-all solution; device selection should be based on roadway conditions, best practices, and evaluation.
- The goal is to ensure traffic calming devices provide clear, recognizable warnings so drivers understand how to respond.
- Historically, the city's traffic calming devices were chosen informally by staff based on experience and what other agencies were using, without a formal selection process.
- The current effort aims to formalize a "toolbox" of approved traffic calming devices, reviewing existing devices to determine:
 - Whether they are still appropriate.
 - Whether any should be replaced or updated.
 - Whether newer design standards or best practices should be adopted.
 - Whether devices should be standardized with those commonly used across Central Florida and the state to improve driver familiarity.

b. Greenbook standard code- The state law that is for low volume street / low speed street. The city will start with that standard since it is law that we have to adhere to.

c. Meeting Frequency- in hopes to complete the (8) proposed meetings by Jan 2027, the subcommittee agrees to meet once (1) a month.

4. Future items to discuss / Task to complete

- Staff will provide committee members with the current inventory of traffic-calming devices and details via email or an online link. Committee has also requested pictures.
- Staff will provide committee members with collection of the traffic calming policies

that neighboring cities are currently using.

- Staff and committee members to possibly meet in the field to go to neighboring cities to review good /bad examples of traffic calming devices to gather data.
- Does the committee want to standardize mid-walk crossings, and humps. Can ref. Table 15-1 located in the GreenBook.
- Possibly reassigned and re-prioritize the FL Greenbook to level 2 on the "Authority & Decision Precedence" chart.
- Committee members are to email any suggested changes to staff for any of the charts provided by Jamel.
- City staff and committee to design devices for Lakemont before the city starts their resurfacing project on Lakemont.
- Chief will provide guidance to address traffic calming measures at Clay Street & Orlando Ave. This is an important corridor for emergency vehicles.

4. Adjournment

The meeting adjourned at 5:05 p.m.

Respectfully, Noemi Schudel, Board Secretary



Neighborhood Speed Management & Traffic Calming Policy Review

Chapter 15A - Introduction



► Purpose

Benchmark the City's policy against Florida engineering minimum standards and best practices to identify opportunities for enhancement while preserving the strengths of the current policy.

Chapter 15A - Introduction

Florida Greenbook	Winter Park Policy	Enhancement Opportunity
Improve safety, livability, multimodal mobility, and roadway preservation.	Improve pedestrian, bicyclist, and motorist safety by reducing vehicle speeds.	Expand the policy to include Vision Zero, livability, multimodal mobility, and roadway preservation.

► Florida Greenbook Summary

Traffic calming balances safety, mobility, livability, and roadway preservation for all users.

► Key Takeaway

Expand Winter Park's focus beyond speed management to include livability and multimodal transportation.

Chapter 15B - Planning Criteria

Florida Greenbook	Winter Park Policy	Enhancement Opportunity
Public involvement throughout planning.	Resident petition process.	Expand stakeholder coordination to include schools, transit, sanitation, and utilities.
Speed, volume, crashes, pedestrian activity, cut-through traffic, and network impacts.	Speed, volume, conflict density, and roadway characteristics.	Expand engineering evaluation criteria.
Objective prioritization.	First warranted, first funded.	Develop a weighted prioritization matrix.
Temporary installations encouraged.	Not addressed.	Implement quick-build pilot projects.

Florida Greenbook Summary

► Data-driven planning with public involvement, stakeholder coordination, and least restrictive treatments.

Key Takeaway

► Enhance planning through prioritization, multimodal analysis, and pilot projects.

Chapter 15B – Design Considerations

Florida Greenbook	Winter Park Policy	Enhancement Opportunity
Comprehensive engineering design checklist.	Evaluates roadway, drainage, emergency access, transit, and pedestrian safety.	Develop standardized engineering design criteria and review checklists.
Fire and EMS involved during design development.	Fire, Police, and Public Works coordination.	Formalize emergency response review procedures.

Chapter 15B - Design Considerations

Topic # 625-000-015
Manual of Uniform Minimum Standards
for Design, Construction and Maintenance
for Streets and Highways

2023

Figure 15 – 5 Curb Extension or Bulb Out



Florida Greenbook Summary

► Comprehensive design considers roadway, safety, operational, and maintenance impacts.

Key Takeaway

► Enhance consistency through standardized design criteria and engineering review checklists.

Chapter 15C - Inappropriate Traffic Calming Treatments

Florida Greenbook	Winter Park Policy	Enhancement Opportunity
Discourages several ineffective treatments.	Addresses stop signs only.	Expand the policy to identify additional ineffective treatments and explain why they are discouraged.

Florida Greenbook Summary

► Discourages ineffective treatments and promotes proven engineering solutions.

Key Takeaway

► Expand the policy to improve consistency, transparency, and public understanding.

Chapter 15D - Appropriate Traffic Calming Treatments

Florida Greenbook	Winter Park Policy	Recommendation
Comprehensive toolbox with application guidance	Representative list of common devices	Expand guidance on when and where each treatment should be used
Formal traffic calming hierarchy	Engineering judgment determines device selection	Adopt a formal treatment hierarchy to improve consistency and transparency

Chapter 15D – Appropriate Traffic Calming Treatments

Manual of Uniform Minimum Standards
for Design, Construction and Maintenance
for Streets and Highways

Figure 15 – 1 Raised Crosswalk



Suwannee Street, Tallahassee, Florida

Florida Greenbook Summary

► Prioritize the least restrictive treatment supported by engineering analysis.

Treatment Hierarchy

► Education → Signing → Operations → Physical → Diversion

Chapter 15D – Appropriate Traffic Calming Treatments

Figure 15 – 6 Bicycle Lane, Advance Yield Bar, and Crossw



Franklin Blvd, Tallahassee, Florida

Florida Greenbook Summary

► Key Takeaway

► Adopt a formal hierarchy for consistent and transparent decision-making.



City of Winter Park Neighborhood Speed Management & Traffic Calming Policy (Final)

Purpose and Intent

The purpose of a Traffic Calming Policy is to improve safety for pedestrians, cyclists and motorists by utilizing speed management measures to reduce vehicle speeds and unsafe motorist behaviors in a neighborhood. This policy provides procedures on how City residents are able to request a neighborhood traffic study from the City of Winter Park and outlines the parameters of the study, analysis process, and the steps of implementation as a City funded project.

Process to Request Neighborhood Traffic Study

City of Winter Park resident desiring the installation of neighborhood traffic calming measures along a particular roadway segment shall be required to submit a *Petition for Neighborhood Traffic Study* to the City of Winter Park's Transportation Division. The petition shall include the following information:

- Location (Addresses and Streets requested to be studied)
- Name and contact information of Primary Resident Contact for the Traffic Study
- Description of issue that the Transportation Division is being asked to study
- Signatures and contact information of at least four (4) residents on separate lots who live on the street or within the requested study area in question (each address/parcel shall only count as one (1) of the required four (4) petitioners).

The petition document is located in Appendix 'A' of this policy. Any questions or concerns can be sent to transportation@cityofwinterpark.org.

Safe Speed Study Process

The City of Winter Park Transportation Division will review the submitted petitions. Once the petition is found to meet all required criteria, the City will perform an analysis of current traffic volumes and speeds of the area requested in the petition. Please note that there is often high demand for studies and requests. Each shall be put on a list of requested studies in the order in which they are received once the petition is determined to meet the required criteria.

As a part of the studies, the Transportation Division will evaluate the existing posted speed limit(s) within the study area. The speed limit evaluation will be based on the most recently published edition of the National Association of City Transportation Officials (NACTO) publication *City Limits: Setting Safe Speed Limits on Urban Streets (City Limits)*. *City Limits* is a result of the National Transportation Safety Board (NTSB) recommending an overhaul of how speed is managed on U.S. streets, including the way speed limits are set on different types of urban streets. *City Limits* identifies four (4) components of a safe speed study:

1. Collect before data
2. Analyze existing conditions
3. Determine best option for speed management
4. Conduct an evaluation

1. Collect Before Data

If the City does not have recent traffic data (within two (2) years) at the area of concern, then City staff will place traffic counters within the study area to gather the volumes and speeds required for the study.

2. Analyze Existing Conditions

City staff will evaluate the existing conflict density and activity level to determine the appropriate speed limit using the risk matrix outlined in *City Limits* (see Appendix 'B'). The City of Winter Park will utilize this risk matrix in the analysis of existing conditions.

The conflict density of a given location is determined by identifying how closely spaced driveways, alleys and intersections are, and how much physical separation the street offers people walking, biking and rolling along the street. *City Limits* provides checklists to analyze the existing conditions and to utilize the risk matrix referenced above (see Appendix 'B').

The volume and speed data gathered by City staff during data collection at the study location will also be evaluated at this step. Staff will use this data to identify the 85th percentile speed. The 85th percentile speed is the speed at or below which 85 percent of vehicles travel.

The 85th percentile speed as determined by the data collected in the study area will be compared to the speed limit determined by the process outlined in *City Limits*. If the 85th percentile speed from the collected data is greater than 7 MPH over the speed limit for local roads or 10 MPH over the speed limit for collector roads, the Transportation Division will add the project to the Neighborhood Safety Improvement Project list.

City staff will contact the Primary Resident Contact listed on the submitted petition and inform them of the findings from the data collection and analysis of existing

conditions of the study area. Staff will also inform the Primary Resident Contact of the next steps (if any), based on the analysis of the data collected from the subject area.

If the findings from the data collection and analysis of the existing conditions within the study area do not warrant the implementation of any Neighborhood Speed Management Tools, there is a minimum two (2) year waiting period before a Neighborhood Traffic Study request may be re-submitted.

3. Determine Best Option for Speed Management

There are a variety of tools available for speed management, including but not limited to:

- Signs
- Markings
- Design & Operations Improvements
- Messaging & Education

The results of the data collection effort will determine which tool(s) is/are appropriate for the study area in question (if any). City staff will determine whether traffic calming measures are appropriate for a given location.

If it is determined that any speed management tools are warranted, based on the analysis of data collected, the tools will be funded by City of Winter Park. The locations that are warranted for the installation of neighborhood traffic calming devices will be placed on the approved Safety Improvement Project list in the order in which approval was warranted and will be subject to the annual City of Winter Park Budget and the Neighborhood Traffic Calming funds approved and available.

Selection of Appropriate Traffic Calming Device(s)

If it is determined that traffic calming devices would be appropriate based on the collected data, City staff will determine the appropriate traffic calming device(s) for the study area. Staff will consider several site-specific considerations when identifying the appropriate traffic calming measure(s) for each request. These considerations include, but are not limited to:

- Street classification (i.e., local, collector, etc.)
- Perceived problem (i.e., traffic volume and/or speed)
- Emergency service routes
- Pedestrian/bicyclist safety
- Grade/slope of the road
- Driveway locations & other site conditions
- Drainage
- Bus and truck routes

These site conditions (and others) must be considered with engineering judgement as they can have a significant impact on the selection of a traffic calming device. The Transportation Division will meet with other City departments (including Fire, Police and Public Works) during this time of the process to determine if any concerns exist from any affected department.

Some typical traffic calming measures are showing in Table 1. Table 1 also identifies whether a device has the potential to reduce speeds and/or traffic volumes, whether it would impact an emergency route and if there would be a loss of parking. It should be noted that this list is not exhaustive but rather a representation of typical traffic calming devices. The City Traffic Engineer shall determine the appropriate type of traffic calming measure to be used for all applications.

Table 1 – Typical Traffic Calming Devices

Device	Reduces Traffic Speed	Reduces Traffic Volumes	Impacts to Emergency Route	Loss of Parking
Mid-Block Choker	Yes	Some	Some	Maybe
Chicane	Yes	Some	Some	Yes
Traffic Circle	Yes	Maybe	Some	Yes
Roundabout	Yes	Maybe	Some	Yes
Median Island	Maybe	Maybe	Some	Maybe
Speed Hump	Yes	Maybe	Yes	Maybe
Speed Table	Yes	Maybe	Yes	Maybe
Speed Cushion	Yes	Maybe	Yes	Maybe
Diagonal Diverter	Yes	Yes	Yes	Maybe

Stop Signs as Traffic Calming Devices

One common request is the installation of a stop sign as a means to calm traffic. Studies have shown that a stop sign only reduces speeds within 150 – 200 feet of the sign, and mid-block speeds (between stop signs) may increase. Further, noise and air pollution emissions increase at stop signs. The improper and overuse of stop signs will eventually lead to motorists ignoring them or rolling through them;

both of these behaviors may create dangerous situations. The main function of a stop sign is to assign right of way and the *Manual on Uniform Traffic Control Devices* (MUTCD) governs their installation.

4. Conduct an Evaluation

After the implementation of a lower speed limit or a safety project, data will be collected to determine the effectiveness of the modifications. This data will be collected near the six month and one-year mark to allow for drivers to adjust to the new conditions.

Process to Add Request to Safety Improvement Project List

If a study results in a traffic calming project, the Transportation Division will identify the appropriate traffic calming devices as outlined above. Staff will notify the primary Resident Contact and affected properties of the planned improvements. The project will be added to the Safety Improvement Project list, and will be implemented when scheduling and budget allow.

Summary & Recommendations

Policy Area	Current Status	Recommended Enhancement
Policy Framework	Strong	Expand purpose to include Vision Zero and neighborhood livability
Engineering Evaluation	Strong	Incorporate crash history, multimodal analysis, and risk-based prioritization
Traffic Calming Process	Good	Establish a formal treatment hierarchy and expand the traffic calming toolbox
Design Standards	Good	Develop standardized engineering design guidance and review criteria
Performance Management	Good	Define measurable performance metrics and annual program reporting
Discouraged Treatments	Limited	Expand guidance on ineffective traffic calming treatments

Overall Key Takeaway

► Winter Park's policy provides a strong foundation that can be enhanced with Greenbook best practices to improve consistency, transparency, and program effectiveness.

Greenbook Considerations Related to Traffic Calming

Florida Statutory Basis and Purpose

Statutory Section	Purpose	Relationship to Traffic Calming
§ 336.045(1), Florida Statutes	Directs FDOT to develop and adopt uniform minimum standards and criteria for the design, construction, and maintenance of public streets, roads, highways, bridges, sidewalks, curb ramps, crosswalks, bicycle ways, and related facilities. It also requires consideration of compatibility with the surrounding environment, public-space safety and security, appropriate aesthetics, and accessible curb ramps.	Establishes the minimum design framework that traffic calming improvements must satisfy, including roadway, pedestrian, bicycle, accessibility, contextual, and safety requirements.
§ 336.045(3)–(5), Florida Statutes	Requires permanent curb ramps at crosswalks where curbs and sidewalks are constructed and requires the ramps to substantially conform to applicable accessibility standards.	Traffic calming projects that construct or modify curbs, sidewalks, or pedestrian crossings must preserve or provide compliant accessible routes and curb ramps.
§ 334.044(10)(a)–(b), Florida Statutes	Assigns FDOT the authority and duty to develop and adopt the uniform minimum standards under § 336.045 and to periodically review those standards for cost-effectiveness and consistency with federal regulations and state law.	Provides the statutory authority for FDOT’s minimum roadway standards and supports the Greenbook as the governing engineering baseline for local-road traffic calming design.
§ 316.0745(1), Florida Statutes	Requires FDOT to adopt a uniform system of traffic control devices for Florida streets and highways that conforms, as practicable, to the national uniform system and is revised as needed for state and local conditions.	Signs, pavement markings, signals, and other traffic control devices used with traffic calming treatments must follow Florida’s adopted uniform traffic control device requirements.

Summary: Together, these statutes establish the legal foundation for uniform roadway design and traffic control standards in Florida. The Florida Greenbook applies that foundation to local public roads by providing minimum engineering criteria. For traffic calming, Chapter 15 should not be used as a stand-alone list of devices. Each proposed measure must also satisfy the Greenbook’s requirements for roadway geometry, accessibility, pedestrian and bicycle safety, transit and emergency operations, drainage, maintenance, and traffic control devices. Local governments may adopt more detailed evaluation, prioritization, and monitoring procedures, provided the program remains consistent with these minimum standards.

Chapter	Primary Considerations for Traffic Calming
Chapter 1 – Context-Based Planning & Design	Begin with the roadway context, surrounding land use, and community objectives. Design for all users, balance multimodal needs, consider tradeoffs, and support safety, quality of life, and economic development rather than focusing solely on vehicle speeds.
Chapter 1 – Sections C.1–C.9 Design Considerations	Evaluate safety, economic impacts, access management, level of service, maintenance, utilities, transit, emergency response, environmental impacts, and community/social impacts before selecting traffic calming measures. None of these considerations should be evaluated independently; they are weighed together based on project context.
Chapter 3 – Geometric Design	Ensure roadway geometry supports the desired operating speed while maintaining safe travel lanes, sight distance, intersections, access management, drainage, design vehicles, and emergency access. Traffic calming should complement—not conflict with—fundamental geometric design principles.
Chapter 8 – Pedestrian Facilities	Prioritize pedestrian safety, ADA accessibility, continuous sidewalks, accessible crossings, refuge opportunities, crossing visibility, and reduced pedestrian exposure. Traffic calming should improve pedestrian comfort and crossing opportunities rather than simply reduce speeds.
Chapter 9 – Bicycle Facilities	Consider bicycle comfort, continuity, connectivity, lane widths, shared-use facilities, conflict reduction, and bicycle operating space. Traffic calming should improve bicyclist safety without creating unnecessary hazards or discomfort.
Chapter 13 – Public Transit	Preserve transit operations through appropriate stop placement, boarding and alighting areas, accessibility, bus turning movements, and reliable transit operations. Traffic calming measures should accommodate buses and minimize unnecessary impacts to transit service.
Chapter 15 – Traffic Calming	Determine whether traffic calming is appropriate using engineering evaluation, identify roadway issues, select context-appropriate treatments, evaluate operational impacts, emergency response, multimodal users, maintenance, and monitor performance after implementation. Traffic calming is presented as one tool within a broader transportation planning process—not as the starting point.

Winter Park Traffic Calming Policy Alignment & Recommendation Voting Matrix

Policy benchmarking against the 2023 Florida Greenbook, Chapter 15

Voting purpose: Identify which policy enhancements should be included in the next draft of the City's traffic calming policy. Select Agree, Modify, or Do Not Include for each recommendation and record revisions in the section consensus line. A vote directs policy development; it does not approve or evaluate an individual installation.

Comparison key: Addressed = reflected in the existing policy; Enhancement opportunity = could be clarified or expanded; Not expressly addressed = not stated in the written policy and is not a finding of noncompliance.

Important limitation: This matrix identifies provisions that may be clarified or added to the written policy. It does not determine that the City's current program or any existing traffic-calming installation is unsafe or noncompliant. Site-specific conformance must be evaluated separately using the applicable standards, conditions, and engineering judgment.

A. Purpose, Governance, and Public Process

#	Decision Area	Existing 2023 Policy	Greenbook Alignment / Policy Opportunity	Recommended Policy Improvement	Vote
1	Program purpose	Focuses on reducing speeds and unsafe behavior and explains the resident-request and City-funded implementation process.	Enhancement opportunity — Chapter 15 frames traffic calming more broadly around safety, neighborhood livability, multimodal mobility, roadway context, and network integrity.	Broaden the purpose to include safety for all users, neighborhood quality of life, access, multimodal mobility, emergency response, and preservation of the roadway network.	☐ Agree ☐ Modify ☐ Do Not Include
2	Program authority and standards	Uses NACTO City Limits for safe-speed analysis and references the MUTCD for stop signs.	Enhancement opportunity — The written policy does not expressly state how Florida law, the Florida Greenbook, MUTCD, accessibility requirements, adopted City standards, and supplemental guidance relate to one another.	Add a standards hierarchy stating that applicable Florida law, Greenbook minimum standards, MUTCD, accessibility requirements, and City criteria control; use NACTO and other guidance as supplemental resources.	☐ Agree ☐ Modify ☐ Do Not Include
3	Request eligibility	Requires a petition with four resident signatures from separate lots within the requested area.	Enhancement opportunity — The policy provides a clear entry point but could define the study-area boundary and authorize staff-initiated review when a safety concern is identified without a petition.	Retain the petition option; define the affected study area and allow Transportation staff to initiate or consolidate studies based on crash history, observed risk, planned projects, or recurring complaints.	☐ Agree ☐ Modify ☐ Do Not Include
4	Public involvement	Communicates findings to the primary resident contact and notifies affected properties after a project is selected.	Not expressly addressed — Chapter 15 encourages public involvement while identifying and confirming the concern and before permanent neighborhood traffic calming is approved.	Require documented outreach to affected residents and roadway users before permanent physical measures, with the engagement level scaled to the project's cost, impact, and controversy.	☐ Agree ☐ Modify ☐ Do Not Include
5	Agency coordination	Coordinates with Fire, Police, and Public Works during device selection.	Enhancement opportunity — Coordination is included; Chapter 15 also recommends involving emergency response, transit, schools, sanitation, and other affected entities early in evaluation.	Move coordination to the initial screening stage and document concurrence or unresolved concerns from Fire, Police, Public Works, transit, schools, sanitation, and other affected agencies.	☐ Agree ☐ Modify ☐ Do Not Include

Section consensus / revisions: _____

B. Study, Qualification, and Prioritization

#	Decision Area	Existing 2023 Policy	Greenbook Alignment / Policy Opportunity	Recommended Policy Improvement	Vote
6	Data collection	Collects volume and speed data when available data are more than two years old; evaluates conflict density, activity level, posted speed, and 85th-percentile speed.	Enhancement opportunity — Chapter 15 also identifies crash, license-plate/origin-destination, weekend, and other applicable studies and emphasizes clear documentation of the problem.	Use a standard study template covering speed, volume, crashes, pedestrian/bicycle activity, roadway context, cut-through traffic when relevant, day/time variation, and the documented problem statement.	☐ Agree ☐ Modify ☐ Do Not Include
7	Qualification threshold	Adds a project to the list when the 85th-percentile speed exceeds the evaluated limit by more than 7 mph on a local road or 10 mph on a collector.	Enhancement opportunity — The existing threshold is objective but may be supplemented to recognize crash, pedestrian, access, equity, cut-through, and other context-based concerns.	Supplement the existing speed threshold with a multi-factor qualification screen. Retain speed as an important indicator while allowing documented qualification based on safety risk, vulnerable users, crashes, volume, context, or network effects.	☐ Agree ☐ Modify ☐ Do Not Include
8	No-warrant waiting period	Requires a two-year wait before resubmission when the study does not warrant a treatment.	Enhancement opportunity — The waiting period is administratively clear but could include an exception for materially changed conditions.	Retain the two-year interval unless a crash pattern, land-use change, school/transit change, construction project, new data, or other material condition justifies earlier reevaluation.	☐ Agree ☐ Modify ☐ Do Not Include
9	Project prioritization	Studies are queued by petition receipt; warranted projects are listed in the order approved and implemented as budget and scheduling allow.	Not expressly addressed — Chapter 15 supports transparent, documentable prioritization criteria in addition to request or qualification date.	Adopt a weighted or tiered prioritization method using safety severity, speed, volume, vulnerable users, crash history, equity, emergency response, network impacts, project readiness, cost, and available funding.	☐ Agree ☐ Modify ☐ Do Not Include
10	Transparency and reporting	Explains the process and notifies the primary contact of results and next steps.	Enhancement opportunity — The policy explains notification but could provide greater transparency regarding status, priority, decisions, and reasons for deferral.	Maintain a public-facing project list showing study status, qualification result, priority tier or score, proposed treatment, funding status, implementation schedule, and monitoring outcome.	☐ Agree ☐ Modify ☐ Do Not Include
11	System impact analysis	Considers street classification and site conditions during device selection.	Not expressly addressed — The written policy does not specifically require a documented review of adjacent routes, access, diversion, emergency response, pedestrian activity, and crash history before approval.	Require a network-impact review before physical or diversionary treatments to avoid shifting speeding, traffic, access, or emergency-response problems to nearby streets.	☐ Agree ☐ Modify ☐ Do Not Include

Section consensus / revisions: _____

C. Eligibility, Treatment Selection, and Design

#	Decision Area	Existing 2023 Policy	Greenbook Alignment / Policy Opportunity	Recommended Policy Improvement	Vote
12	Roadway eligibility	Considers classification, emergency routes, grade, drainage, driveway locations, and bus/truck routes, but does not state eligibility limits.	Enhancement opportunity — Chapter 15 advises against neighborhood physical devices on arterials and notes that they are typically not used above 3,000 vehicles per day or where posted or operating speeds exceed 30 mph; site-specific engineering judgment remains necessary.	Add screening criteria for roadway classification, volume, posted and operating speed, emergency/truck/transit function, and context. Permit exceptions only through documented engineering justification and expanded coordination.	☐ Agree ☐ Modify ☐ Do Not Include
13	Location safeguards	Lists grade, driveways, drainage, and other site conditions for consideration.	Enhancement opportunity — Chapter 15 identifies additional cautions involving grades over 10%, uncurbed streets, limited sight distance, primary emergency routes, major truck routes, driveways, utilities, drainage, and parallel routes.	Create a documented eligibility and design checklist addressing grade, curbs, sight distance, curves, driveways, utilities, drainage, parking, emergency clearance, truck/transit routes, and adjacent parallel routes.	☐ Agree ☐ Modify ☐ Do Not Include
14	Treatment hierarchy	Lists signs, markings, design/operations improvements, messaging, and education but does not establish a progression.	Enhancement opportunity — Chapter 15 supports beginning with less restrictive measures and progressing to more restrictive treatments in stages.	Adopt a hierarchy: education and enforcement coordination; signs and markings; operational measures; physical calming; and diversion, with escalation supported by engineering analysis.	☐ Agree ☐ Modify ☐ Do Not Include
15	Traffic-calming toolbox	Provides nine typical physical devices and their general effects on speed, volume, emergency routes, and parking.	Enhancement opportunity — The existing toolbox is a useful foundation; Chapter 15 also discusses vertical, horizontal, entry-control, streetscape, diversionary, and supplemental treatments and their impacts.	Expand the toolbox and provide selection criteria for each treatment, including expected speed/volume effect, suitable roadway type, pedestrian/bicycle accessibility, emergency/transit effects, drainage, parking, maintenance, and cost.	☐ Agree ☐ Modify ☐ Do Not Include
16	Discouraged treatments	Explains that stop signs should not be used solely for traffic calming unless MUTCD requirements are met.	Enhancement opportunity — Chapter 15 identifies speed bumps as inappropriate and discourages novelty signs, odd speed limits, stand-alone crosswalks or bicycle lanes, speed trailers as permanent solutions, reduced-speed signs alone, and rumble strips.	Add an explicit prohibited/discouraged-treatment section and distinguish speed bumps from engineered speed humps, tables, and cushions.	☐ Agree ☐ Modify ☐ Do Not Include
17	Design and accessibility	Relies on engineering judgment and coordination; design requirements are not compiled in one checklist.	Not expressly addressed — The written policy does not consolidate applicable standards and checks for sight distance, safe design speed, visibility, drainage, utilities, accessibility, parking, and emergency clearance.	Require a signed design checklist confirming applicable standards, accessible routes and crossings, bicycle compatibility, warning devices, visibility, drainage, utilities, parking impacts, and design-vehicle/emergency clearance.	☐ Agree ☐ Modify ☐ Do Not Include

Section consensus / revisions: _____

D. Implementation, Funding, and Performance

#	Decision Area	Existing 2023 Policy	Greenbook Alignment / Policy Opportunity	Recommended Policy Improvement	Vote
18	Pilot installations	Does not expressly establish temporary testing before permanent construction.	Not expressly addressed — Chapter 15 recommends temporary features and monitoring when practicable.	Use pilot installations for costly, controversial, complex, or potentially disruptive projects and define the test period, evaluation measures, public feedback, and removal or modification process.	☐ Agree ☐ Modify ☐ Do Not Include
19	Funding and delivery	City funds warranted tools; projects are delivered when scheduling and budget allow.	Enhancement opportunity — The policy establishes City funding but could clarify funding tiers, bundling, lifecycle cost, and how priority interacts with readiness and available funding.	Establish funding categories for quick-build, permanent capital, maintenance, and monitoring; allow project bundling while documenting why a lower-ranked project advances first.	☐ Agree ☐ Modify ☐ Do Not Include
20	Performance measures	Collects effectiveness data near six months and one year after a lower speed limit or safety project.	Addressed with enhancement opportunity — The policy establishes a strong monitoring schedule; success criteria and potential follow-up actions could be defined more clearly.	Define before-and-after measures, including speed, volume, crashes/conflicts, pedestrian/bicycle conditions, diversion, emergency response, complaints, and maintenance; establish retain, modify, or remove criteria.	☐ Agree ☐ Modify ☐ Do Not Include
21	Governance and policy review	Assigns treatment selection to the City Traffic Engineer but does not establish periodic program reporting or policy review.	Not expressly addressed — The written policy does not establish periodic reporting or policy review to document decisions, outcomes, and lessons learned.	Require an annual program report and a formal policy review at least every three years or when governing standards materially change.	☐ Agree ☐ Modify ☐ Do Not Include

Section consensus / revisions: _____

Recommended Overall Direction

Preserve: The resident petition pathway, safe-speed analysis, engineering judgment, City funding commitment, device-selection authority, interdepartmental coordination, and six- and twelve-month evaluation schedule.

Strengthen: Public involvement, early agency coordination, study documentation, roadway eligibility screening, treatment selection criteria, design and accessibility checks, and performance-based follow-up.

Modernize: Reevaluate the first-received and first-warranted sequencing method in favor of transparent risk-based prioritization, and supplement the single speed-differential warrant with a documented multi-factor qualification screen.

Add: Pilot installations, explicit Greenbook safeguards and discouraged treatments, network-impact analysis, public project reporting, funding tiers, and periodic program review.

Suggested Task Force Motion

Recommend that staff prepare a revised draft of the 2023 Neighborhood Speed Management & Traffic Calming Policy incorporating the items supported by the Task Force, subject to City Attorney and City Engineer review, and return the consolidated draft for final Task Force consideration.

Sources: City of Winter Park Neighborhood Speed Management & Traffic Calming Policy (Final), June 28, 2023; Florida Greenbook, 2023 edition, Chapter 15 — Traffic Calming. This is a policy-development tool, not a legal or engineering compliance determination and not an approval of an individual traffic-calming project.

Traffic Calming Task Force Subcommittee Schedule

Meeting	Date / Time	Topic
1	June 29th @ 4:00 PM	Introduction
2	Proposed – July 27th @ 3:00 PM	Review Florida Greenbook Chapter 15 and existing Winter Park traffic calming measures
3	August 17 th @ 3:00 PM	Field review of existing traffic calming measures
4	September 21 st @ 3:00 PM	Develop potential traffic calming toolbox
5	October 19 th @ 4:00 PM	Develop decision-making process and department roles
6	November 16 th @ 3:00 PM	Review funding strategy and asset management
7	December 14 th @ 4:00 PM	Develop performance monitoring framework
8	January 18 th @ 3:00 PM	Review and finalize recommendations