

Toledo City Hall
Council Chambers
206 N Main St. Toledo OR
April 8, 2026
6:00 pm

AGENDA

TOLEDO PLANNING COMMISSION

The Planning Commission will hold an in-person meeting in City Hall Council Chambers.

Participants can also attend the meeting through the Zoom video meeting platform. Email planning@cityoftoledo.org or call 541-336-2247 ext. 2130 to receive the meeting login information. Participants can also visit www.cityoftoledo.org/meetings for meeting details.

1. CALL TO ORDER AND ROLL CALL
2. VISITORS: (A time set aside to speak with the Planning Commissioners about issues not on the agenda)
3. APPROVAL OF THE JANUARY 14 AND FEBRUARY 11, 2026 MINUTES as circulated and reviewed by the Planning Commission
4. MARCH 11, 2026 MINUTES are attached for reference. Quorum was not reached at the March 11th meeting
5. WORKSESSION: Traffic Calming Ordinance
6. DISCUSSION ITEMS:
 - a. Updates and Reports
7. STAFF COMMENTS
8. COMMISSIONER COMMENTS
9. ADJOURNMENT

* Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2130 or by email to planning@cityoftoledo.org. The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodation for persons with disabilities should be made at least 48 hours in advance of the meeting by calling the Toledo Planning Department at 541-336-2247.

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:02 pm by President Cora Warfield. Commissioners present: Brian Lundgren, Anne Learned-Ellis, and Dennis Sutherland. Excused were Ricky Dyson and Jonathan Mix.

Staff present: Contract Planner (CP) Justin Peterson and Planning Technician Arlene Inukai.

APPROVAL OF NOVEMBER 12, 2025 MINUTES:

It was moved and seconded (Learned-Ellis/Lundgren) to approve the November 12, 2025, minutes as circulated and reviewed by the Planning Commission. The **motion passed** unanimously, noting the absence of Dyson and Mix.

VISITORS: Tracy Mix, Cynthia George, Angelina Polster, Dan Fleishman, Brett Estes

Cynthia George expressed concerns with several issues within Toledo, including the water system and waterways, vacation rental boat at the Port of Toledo, lead exposures, Georgia Pacific toxins, Ammon Road water storage tank, DEQ standards, Sturdevant Road housing project, E. coli concerns, permit reporting form, leaking utility lines, among others.

TRAINING: Land Use Training Session: CP Peterson introduced Brett Estes, North Coast Representative for Oregon Department of Land Conservation and Development (DLCDC) and Dan Fleishman, Planner from Oregon Cascades West Council of Governments.

Mr. Fleishman and Mr. Estes introduced themselves and gave a brief review of their background. They provided a PowerPoint presentation to the Planning Commission. Mr. Estes reviewed the history of land use planning in Oregon, statewide planning goals, implementation methods and planning documents. Mr. Fleishman reviewed the local decision types, public hearing processes, decision making tools, required declarations, and government ethics laws.

Visitor Cynthia George thanked the presenters for the informative presentation.

DISCUSSION IEM: Building Permit and Land Use Application Updates:

CP Peterson noted that staff provided the log of the building and land use permits process during 2025. It was noted that there was a typo on the log that should be corrected for 'boilers'.

DISCUSSION IEM: Parks Master Plan Project Update:

The Parks Master Plan survey has closed. There are over 200 responses, many were received from the high school students. In February, an open house will be scheduled to review the responses and for participants to prioritize projects. It is expected that after the open house, there will be a joint Planning Commission/City Council worksession to review the traffic calming draft policies. President Warfield announced she will be out for the February 11th meeting date.

DISCUSSION IEM: Grant Projects:

CP Peterson provided updates on two grant projects, highlighted below:

- Arcadia Park grant had some remaining funding and the grant project was revised to include replacing some of the park equipment. Work began earlier in the month and should be wrapped up soon.
- Safe Routes to School grant project will soon be completed. Because there were failures with the solar sign, the feedback signs will now be hard-wired. This should be completed this week.

DISCUSSION IEM: Lincoln County Natural Hazards Mitigation Plan:

The Lincoln County Natural Hazards Mitigation Plan has been approved by FEMA. The updated plan was reviewed by the Planning Commission last year and the Council adopted the Toledo addendum for the plan. Lincoln County approved the County-wide plan and submitted to FEMA. The document is available for review on the County's website.

STAFF COMMENTS:

None.

COMMISSIONER COMMENTS:

President Warfield reported there is garbage along the pedestrian trail near the public works shop area.

There being no further business before the Commission, the meeting was adjourned at 7:50 pm.

Planning Technician

President

TOLEDO PLANNING COMMISSION AND CITY COUNCIL
MINUTES OF THE JOINT WORKSESSION

The City of Toledo Planning Commission/City Council joint worksession was called to order at 6:05 pm by Planning Commission Vice President Brian Lundgren.

City Councilors present: Mayor Tracy Mix, Frank Silvia, Andrew Keating, Jackie Kauffman, and Eric Chambers. Excused was Jackie Burns.

Planning Commissioners present: Vice President Brian Lundgren, Anne Learned-Ellis, Jonathan Mix, and Dennis Sutherland. Excused were President Cora Warfield and Ricky Dyson.

Staff present: Contract Planner Justin Peterson, City Manager Rich Huebner, and Planning Technician Arlene Inukai.

VISITORS: Justin Epiaka, Jim Chambers, Tim Graham, Edith Barton and others.

DISCUSSION ITEM: Traffic Calming Presentation:

CP Peterson provided a PowerPoint presentation on the proposed traffic calming ordinance that the Planning Commission has been working on for several months. He reviewed the background and request to develop a program, traffic calming definition, various traffic devices, policies, application process, staff review and traffic study, Planning Commission considerations, and the next steps to review the draft ordinance. Mayor Mix mentioned that a lot of Planning Commission and staff time went into developing the draft document and she thanked them for the job. Discussion was held on the funding options, neighbor support/signatures, definition of a resident/household, public comment opportunities, and appropriate street classification.

DISCUSSION ITEM: Parks Master Plan:

Justin Epiaka from Cascades West Council of Governments gave a PowerPoint presentation on the Parks Master Plan project and recent parks survey results. He reported that the parks plan is for a 10-20 year planning period to manage, fund, and maintain park facilities and services. Surveys were distributed in October, 2025 and closed January 5, 2026. There were 206 survey responses submitted. Mr. Epiaka reviewed the results, including demographics, park usage and conditions, community needs, and overall findings. The group discussed the definitions for affordability and accessibility, if equipment could be offered to check-out, and community rec center. It was suggested that the student presentation to Council a couple years ago also be included in the plan.

There being no further business before the Planning Commission and City Council, the worksession was adjourned at 6:50 pm and attendees participated in the Parks Master Plan Open House event at 7:00pm.

Planning Technician

Vice President

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:02 pm by President Cora Warfield. Commissioners present: Brian Lundgren and Jonathan Mix. Excused were Anne Learned-Ellis and Dennis Sutherland and absent was Ricky Dyson.

Staff present: Contract Planner (CP) Justin Peterson and Planning Technician Arlene Inukai.

VISITORS: Justin Epiaka

Only three Planning Commissioners were present, therefore, no quorum was reached.

WORKSESSION: PARKS MASTER PLAN PROJECTS AND FACILITIES:

Justin Epiaka of Cascades West Council of Governments provided a PowerPoint presentation on the park facilities and possible list of potential projects. Each park was featured, with potential projects listed as major, medium, or small improvements. Commissioners discussed possible improvements, summarized below:

- Projects could also include providing shelter from the rain, such as a roofed area to play basketball at each park, especially Arcadia Park.
- Recent parks updates have occurred at the nature trail behind the library with the removal of the disk golf course. There could be opportunity to review the needs for this area.
- Provide public awareness, signage, maps, brochures, or apps for the location and features of City parks. Signs can be placed at each City park to show the other park locations. Vehicle travel signs can be added along the roadway to show the driver the location of the park ahead.
- Bright and eye-catching playground equipment for kids. Some parks look old because of the type and age of the play equipment.
- More middle-school age features and activities.
- East Slope Park could provide a good path to link to Butler Bridge Road. It was noted that East Slope Park is misidentified on several online mapping tools.
- The pedestrian trail and bridge from East Slope Road to Sturdevant Road should be completed.
- Increase signage/maps to show trail routes to link the Waterfront Park to Arcadia Park or other locations.
- It was noted that as improvements occur at smaller parks, they will become destination parks. With growing attendance, restroom facilities will also be needed.
- The next phase will have an inventory of the assets at each park, to include features such as seating, BBQs, courts or fields, shade features, and play structures.
- Other projects could include new landscaping or tree plantings.
- Youth participation and input is very important for this project.
- There will be additional public input on the plan. The City hopes to have a public outreach/survey during the Thursday Market this summer to review the projects and priorities. It was suggested to provide a QR code for the survey and provide a prize or raffle for those responding to the survey. Provide the QR code sign at all parks, schools, or community announcement sites.

UDATES SND REPORTS:

CP Peterson announced the Safe Routes to School grant sign project has been finalized and closed-out. The signs are now hard-wired because of the challenges of solar signs in that location. The grant program is on hold at this time because of ODOT's funding challenges. The next application period could be 2027.

Construction of the Memorial Field restrooms started and is expected to be completed by spring/summer.

STAFF COMMENTS:

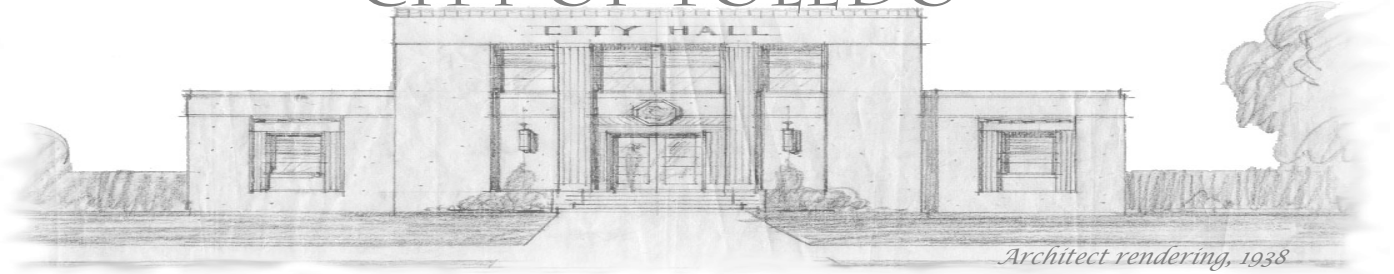
Commissioners were reminded to watch for emails from Oregon Government Ethics Commission to file their annual reports in April.

COMMISSIONER COMMENTS:

Commissioner Mix announced an Emergency Preparedness Open House at Toledo Fire Department on April 18th and the City Council is hosting a Town Hall on March 25th.

The meeting was adjourned at 7:10 pm.

CITY OF TOLEDO



MEMORANDUM

DATE: April 1, 2026
TO: Toledo Planning Commission
FROM: Justin Peterson
RE: Traffic Calm Memo

Staff with input from the Planning Commission have been working on the Traffic Calming Chapter 10.30. In February 2026 a Joint Work Session was hosted with the Planning Commission and the City Council. Staff received a few comments during the meeting that we believe are addressed in the Ordinance language. The Planning Commission may discuss the code language and input from the Joint Work Session.

Joint Work Session Comments

- Residents Definition question – residents are defined in the code.
 - “Residents” are defined as the person or person(s) living at a residence. This includes owners or renters. Each residence may have only one signer on a petition. For example, if 10 dwelling units are in the boundary area, six (6) residents will need to sign the petition.
- Additional public input question – the proposed language requires public works review and input and a petition to be signed by neighbors - See TMC 10.30.070(3). The code also includes a removal process and an appeal process.

Next Steps

Staff are seeking Planning Commission’s consent to bring the proposed Ordinance to City Council for review. The proposed Ordinance is not a “Land Use” code update and does not require a public hearing by Planning Commission. The City Council would review the Ordinance in a Public Hearing.

Attachments

- February 2026 Presentation
- TMC 10.30 Draft Language



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Toledo Traffic Calming– Code Update

Justin Peterson

Contract Planner

jpeterson@ocwcog.org



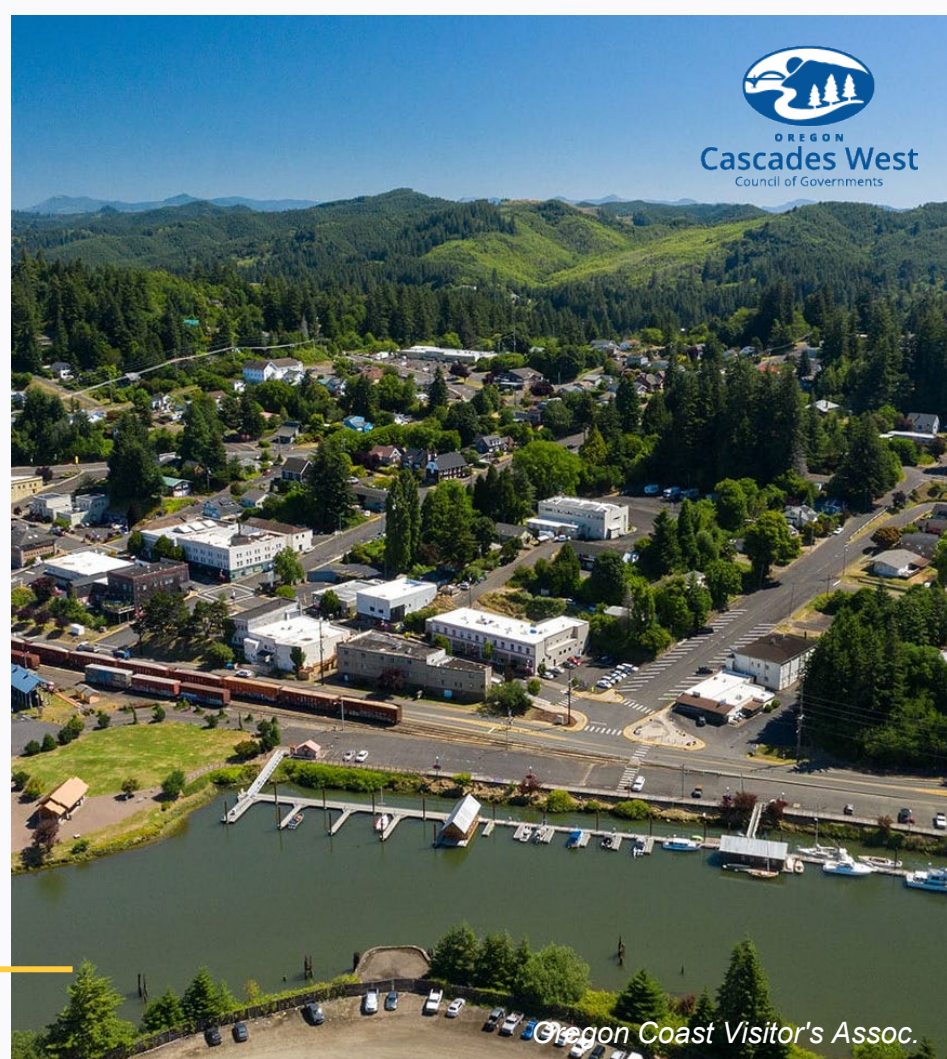
Agenda

- 1 Background
- 2 What is traffic calming?
- 3 Proposed Code
- 4 Next Steps
- 5 Questions

Background

Interim City Manager David Clyne after direction from City Council asked staff to work on a Traffic Calming Ordinance with the Planning Commission. Planning Commission worked on the Ordinance at several meetings in 2025.

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What is Traffic Calming?

Traffic calming measures include the use of devices and techniques that reduce traffic volume and speed in neighborhoods while maintaining maximum mobility and access.

The proposed Code addresses "Quick Build" measures that can be deployed at relatively low cost.

Other measures might be installed through a more detailed, evaluative process.

Examples

- Hi-visibility crosswalks
- Curb extensions
- Crossing Islands
- Traffic circles
- Chicanes
- Diverters
- Turn-calming at intersections
- Speed humps
- Speed cushions

Proposed Code

The proposed ordinance establishes a new Chapter in Title 10 of the Toledo Municipal Code. The Code:

- establishes new policies for the City regarding traffic calming.
- specifies the types of approved traffic calming measures (TCMs)
- spells out the criteria for approving traffic calming measures
- establishes the procedures for requesting TCMs be installed
- provides for evaluation and modification of TCMs
- has an appeal process for decisions to install or remove TCMs

High Visibility Painted Crosswalks



pedbikeimages.com

use bold white lines to clearly define pedestrian crossing areas at intersections

are visible from up to twice the distance of traditional transverse marking

improving driver awareness of crossing pedestrians

Curb extensions



pedbikeimages.com

extend the sidewalk or curb line into the parking lane

reduce pedestrian crossing distances

encourages slower vehicle speeds and increases driver attentiveness

improve pedestrian visibility and reduce exposure time to traffic

Pedestrian Crossing Islands



pedbikeimages.com

dedicated spaces in the center of roadways that allow people to navigate one direction of traffic at a time

Mini-roundabouts



pedbikeimages.com

a slightly raised central island that vehicles travel around at reduced speeds

drivers must slow down, yield, and navigate around the center

eliminates dangerous turning collisions by reducing conflict points

Chicanes



create an “S” shaped path of travel

naturally reduce vehicle speeds

maintain emergency vehicle access

create opportunities for landscaping or stormwater management features

Diverters



pedbikeimages.com

physical barriers installed at intersections that prevent certain vehicular movements

reduce traffic volumes creating calmer neighborhood environments with fewer conflicts

preserve a connected network for people walking and biking

Turn-Calming



reduce vehicle turning speeds

improve visibility of people crossing the street

create turning paths that discourage corner-cutting and encourage safer speeds at crosswalks

Speed Humps



pedbikeimages.com

reduce vehicle speeds by providing a vertical lift area along the course of travel

Speed Cushions



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provide wheel cutouts to allow large vehicles to pass unaffected, while reducing passenger car speeds

typically used on key emergency response routes

allow unimpeded passage by emergency vehicles

Proposed Code

Further Provisions

- **TCMs may be funded by those proposing their installation**
- **Six months after installation, Public Works shall evaluate effectiveness**
- **Planning Commission decision may be appealed to City Council**

Proposed Code

Procedure for approval

- request made to Public Works Dept
- PW staff conducts preliminary assessment of eligibility; determines boundary of area to be impacted
- applicant circulates petition, gathering signatures of 51% residents in area or 10 residents within the boundary area
- PW staff conducts traffic study, solicits comments from other agencies
- PW staff completes preliminary design
- Planning Commission holds public hearing; determines whether criteria are met

Next Steps



Public Outreach

Public Hearing

Adoption by City Council

Questions?

Connect



We're here to serve you!

Our team is always here to answer questions about who we are, how to get help, how to get involved, and what's going on in the community. Connect with us in any of the ways below!



jpeterston@ocwcog.org



www.ocwcog.org



www.facebook.com/OCWCOG



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Thank You

Questions?

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Chapter 10.30 TRAFFIC CALMING

Sections:

- 10.30.010 Title.**
- 10.30.020 Purpose.**
- 10.30.030 Policy.**
- 10.30.040 Definitions.**
- 10.30.050 Traffic Calming Measures.**
- 10.30.060 Criteria for placement of traffic calming devices.**
- 10.30.070 Traffic calming request procedures**
- 10.30.080 Funding for traffic calming measures.**
- 10.30.090 Installation of traffic calming devices.**
- 10.30.100 Evaluation, modification, and removal**
- 10.30.010 Title.**

This chapter shall be known as the “neighborhood traffic calming procedure” for the City of Toledo.

10.30.020 Purpose.

The purpose of traffic calming is to outline the policy and procedures for guiding the process of evaluating the feasibility of installing traffic calming measures on city streets through the use of devices and techniques that reduce traffic volume and speed in neighborhoods while maintaining maximum mobility and access. Traffic calming attempts to make drivers aware of the fact that they are sharing the space of a street with other users. The traffic calming ordinance provides a procedure to consider, evaluate, implement, and remove traffic calming measures on streets in the City of Toledo.

10.30.030 Policy.

- (1) To enhance the quality of life and the safety of the city’s residents, the City of Toledo is establishing this traffic calming policy. It is the policy of the City of Toledo that motor vehicles traveling in excess of posted speed limits present a threat to public safety and should be first addressed using the least intrusive methods available that will be effective for a given situation. Enforcement is the preferred method of abatement. Where the necessary level of enforcement is unattainable, engineered measures may be considered. The goals of this program are to:
 - (a) Reduce traffic speed to a safe and appropriate limit.
 - (b) Encourage community participation.
 - (c) Encourage and enhance vehicle, pedestrian, and bicycle systems.

- (d) Limit traffic calming to local residential streets (Traffic calming on Collectors may be considered through a Transportation System Plan (TSP) or Capital Improvement Plan (CIP) process outside this Ordinance).
- (e) Ensure emergency vehicle access.
- (f) Use effective, efficient, economical, and environmentally sound traffic calming solutions.
- (g) Obtain multidiscipline input from engineers, planners, police, and fire.

10.30.040 Definitions.

- (1) The following words, terms, and phrases, as used in this chapter, shall have the meanings respectively ascribed to them in this section, unless the context clearly indicates otherwise:
 - (a) “85th percentile speed” means the speed, in miles per hour, at or below which 85 percent of the drivers travel on a road segment. Motorists traveling above the 85th percentile speed are considered to be exceeding the safe and reasonable speed for road and traffic conditions.
 - (b) “Average daily traffic” (“ADT”) means the volume of traffic passing a point or segment of a road in both directions, during a period of time, divided by the number of days in the period and factored to represent an estimate of traffic volume for an average day of the year.
 - (c) “Collector” is the street functional classification for streets which provide access and mobility within neighborhoods, and commercial and industrial areas. Collectors gather traffic from local streets and serve as connectors to arterial streets. Collector streets include Business Loop 20, Arcadia Drive, Skyline Road, Sturdevant Road, East Slope Road, Butler Bridge Road, and Yaquina Bay Road.
 - (d) “Local” is the street functional classification for streets which provide access to residential and other properties within neighborhoods and are not considered thoroughfares or serve major traffic generators.
 - (e) “Principal arterial” is the street functional classification for streets which carry the highest volumes of through traffic, provide mobility within the community, and provide continuity for intercity traffic through the urban area. US 20 is the only principal arterial in Toledo.
 - (f) “Quick-build project” is a traffic calming measure that can be implemented in a short period of time using temporary or removable materials that can be adjusted based on performance, that maintains basic roadway operations while improving safety and delivers safety improvements quickly while longer-term durable solutions are studied, designed and implemented.
 - (g) “Residents” are defined as the person or person(s) living at a residence. This includes owners or renters. Each residence may have only one signer on a petition. For example, if 10 dwelling units are in the boundary area, six (6) residents will need to sign the petition.

- (h) “Speed hump” means a rounded raised area built across a road as a traffic calming measure intended to slow traffic speeds on low volume, low speed roads.
- (i) “Street functional classification” is a street’s operational and design characteristics such as pavement width, right-of-way requirements, driveway access spacing requirements, and appropriate type of pedestrian and bicycle facilities. Functional classification of streets is determined by the City of Toledo Transportation System Plan.
- (j) “Traffic calming” is the deliberate slowing of traffic on a street by installing speed humps or other obstructions referred to as “traffic calming devices.”
- (k) “Traffic calming device” means an element of a traffic calming plan selected from among those devices authorized herein for use within the city.
- (l) “Traffic calming study” means an appraisal of traffic conditions in the development of a plan for installing one or more traffic calming devices on a city street.

10.30.050 Traffic Calming Measures

- (1) Traffic calming measures may only be applied on a street that is classified as a local street in the current City of Toledo Transportation System Plan. Traffic calming measures shall not be considered for use on collector, principal arterial, or commercial streets because of their potentially severe safety consequences on traffic, emergency services, and other service delivery activities. Traffic calming on Collectors may be considered through a Transportation System Plan (TSP) or Capital Improvement Plan (CIP) process outside this Ordinance
- (2) Traffic Investigation. Upon a request for the installation of a traffic calming measure, the Public Works Department shall carry out a traffic investigation upon the street segment for which the request has been received. The investigation shall result in a speed distribution study and calculation of the average daily traffic for the street segment. To be approved, the traffic investigation must show the following factors have been met.
 - (a) The 85th percentile speed must be at least five miles per hour over the posted speed limit or
 - (b) More than 50 percent of the vehicles traveling on the street must be traveling at or above the posted speed limit or
 - (c) The city has evidence of dangerous traffic behavior (e.g. accidents, speeding tickets documentation, or other satisfactory evidence) and
 - (d) Street must have a posted speed limit of 30 miles per hour or less and
 - (e) The average daily traffic (ADT) volume must be at least 100 vehicles per day and a maximum of 2,500 vehicles per day and
 - (f) The street grade must be less than eight percent and
 - (g) The street must have no more than one travel lane in each direction.
- (3) The City of Toledo has approved of the following traffic calming measures as quick build projects.

- (a) High visibility painted crosswalks. High visibility crosswalks use bold white lines to clearly define pedestrian crossing areas at intersections and midblock locations. High visibility designs use enhanced marking patterns—including continental, zebra, and ladder designs—that are visible from up to twice the distance of traditional transverse markings, providing greater contrast and improving driver awareness of crossing pedestrians. High visibility crosswalks create a safer environment by increasing driver yielding behavior, and establishing clear right-of-way for vulnerable road users.
- (b) Painted curb and/or vertically delineated extensions. Curb extensions, also known as bulb-outs or neckdowns, extend the sidewalk or curb line into the parking lane to reduce pedestrian crossing distances. This treatment encourages slower vehicle speeds and increases driver attentiveness by narrowing the roadway. Curb extensions create a safer environment for pedestrians by providing a larger buffer between the sidewalk and vehicles, improving visibility and reducing exposure time to traffic.
- (c) Pedestrian crossing islands. Pedestrian crossing islands, also known as refuge islands, median refuges, or pedestrian safety islands, are dedicated spaces in the center of roadways that allow people to navigate one direction of traffic at a time.
- (d) Traffic circles. Paint and post traffic circles replace typical intersections with a central island that vehicles travel around at reduced speeds. Circular intersections have a few variations for different contexts; full roundabouts have multiple lanes and splitter islands, mini-roundabouts feature a slightly raised center island, and neighborhood traffic circles are simpler with just a small central island. Drivers must slow down, yield, and navigate around the center – eliminating dangerous turning collisions by reducing conflict points. The allowed traffic calming option is a mini-roundabout not a full roundabout.
- (e) Chicanes. Chicanes are a traffic calming measures that create an “S” shaped path of travel along the street by alternating curb extensions or lane shifts. They typically include offset curb extensions, islands, or parking that require drivers to navigate a curved path of 45-degree bends. This design naturally reduces vehicle speeds without requiring vertical deflection elements, while maintaining emergency vehicle access and creating opportunities for landscaping or stormwater management features.
- (f) Diverters. Diverters are physical barriers installed at intersections that prevent certain vehicular movements while maintaining bicycle and pedestrian access. They typically consist of diagonal islands and partial closures, strategically placed to redirect through traffic to designated corridors. Diverters significantly reduce traffic volumes creating calmer neighborhood environments with fewer conflicts, while preserving a connected network for people walking and biking.
- (g) Turn-calming at intersections. Turn-calming treatments reduce vehicle turning speeds and improve visibility of people crossing the street. They create turning paths that discourage corner-cutting and encourage safer speeds at crosswalks.
- (h) Speed humps. Speed humps reduce vehicle speeds by providing a vertical lift area along the course of travel.

- (i) Speed cushions. Similar to speed humps, speed cushions provide wheel cutouts to allow large vehicles to pass unaffected, while reducing passenger car speeds. They can be offset to allow unimpeded passage by emergency vehicles and are typically used on key emergency response routes. Speed cushions extend across one direction of travel from the centerline, with a longitudinal gap provided to allow wide wheelbase vehicles to avoid going over the hump.

10.30.060 Criteria for placement of traffic calming devices.

- (1) For the purposes of the traffic calming program, a traffic calming measure may be warranted if the following conditions are met:
 - (a) The traffic calming device will not result in the need for widening other roadways, for additional storm drain measures, cause delays in emergency response time, or cause drivers to seek other routes to bypass the traffic calming measure as determined by the public works department.
 - (b) Street must have adequate sight distances to safely accommodate the speed hump as determined by the public works department.
 - (c) The street must be at least 500 feet in length, uninterrupted by stop signs, yield signs, or signal controls.
 - (d) The traffic calming device shall not be installed on sharp curves or curves exceeding a horizontal curve radius of 300 feet.
 - (e) The traffic calming device will not be installed closer than 200 feet from an unsignalized intersection and 250 feet from a signalized intersection. Note that some traffic calming devices are meant to be installed at intersections and are except from this subsection.
 - (f) The traffic calming device shall not impede access to driveways.
 - (g) The traffic calming device shall not be installed on cul-de-sacs or no-outlet streets less than 500 feet in length.
 - (h) The traffic calming device shall not impede access to a fire hydrant.
 - (i) The traffic calming device shall not cover, adversely impact access to, or the function of manholes, catch basins, water valves, or street monumentation.
 - (j) Traffic calming devices must conform to Americans with Disabilities Act (ADA) standards where required.

10.30.070 Traffic calming request procedures.

- (1) A person(s) interested in pursuing the installation of a traffic calming device on a street shall submit a traffic calming request to the public works department with the appropriate fees. Fees associated with all traffic calming requests shall be set by resolution of the city council. The Public Works Director may initiate the installation of a traffic calming device.
- (2) Public works staff will make a preliminary assessment to determine if the requested location is on an eligible road. If the location is on an eligible road, public works staff will determine an appropriate boundary area to circulate a neighborhood traffic calming support petition.

The boundary area will be determined based upon the density of the lots and the roadway use.

- (3) Applicant shall circulate a neighborhood traffic calming support petition in the area determined by the public works department and shall provide documented evidence of community support for the installation of traffic calming devices. Petition must document a minimum of 51 percent of the residents or 10 residents within the boundary area in support of the installation of traffic calming measures.
- (4) After the applicant provides required community support for traffic calming measures as required, public works staff shall conduct a traffic study to determine if the street meets the requirements for traffic calming based on the criteria set forth in TMC 10.30.060. Speed study shall be conducted for a minimum of 14 days.
- (5) If the street meets all criteria for traffic calming, additional approval of the following agencies in support of the traffic calming measure is required, including the public works department, planning department, police department, and fire department.
- (6) After the community engagement process has been completed, residential approval thresholds are met, and traffic calming funds have been received by the city, the public works shall complete a full engineering study of the site and develop a preliminary design proposal for the requested traffic calming device.
- (7) A public hearing shall be held by the Planning Commission prior to installation of the traffic calming device to present the preliminary design to interested residents. Notice of the public hearing shall be mailed to residents of the same petition area described in 10.30.070(2), posted on the City's website, and posted at City Hall. Following the public hearing, the Planning Commission shall make findings of fact and determine whether the criteria of Section 10.30.060 have or will be met.

10.30.080 Funding for traffic calming measures.

- (1) A street which qualifies for traffic calming may be funded by the city, when such funds become available, by an individual, or by a group of individuals.
- (2) The individual or group of individuals funding a traffic calming device must enter into a memorandum of understanding (MOU) with the City of Toledo, wherein they agree to pay for all costs associated with the installation of the traffic calming device on the street, including design, permits, construction, inspection, and administrative fees.
- (3) After an MOU is executed, payment shall be made to the City of Toledo.
- (4) Payment for speed humps does not relieve applicant from the requirement of obtaining community support in favor of the installation of traffic calming measures as required by Section 10.30.070(3), or from any other criterion set forth in this chapter.

10.30.090 Installation of traffic calming devices.

- (1) The installation of traffic calming devices shall be scheduled by the public works department upon approval by the city council and receipt of funds for the work.

- (2) Completion of the installation of traffic calming devices shall be subject to work crew schedules, purchasing constraints, and appropriate weather conditions.
- (3) Installation shall be done in compliance with the Toledo Public Works Manual and/or the Institute of Transportation Engineers (ITE) Manual.

10.30.100 Evaluation, modification, and removal.

- (1) Public Works staff shall evaluate traffic calming measures six months after installation to evaluate for effectiveness. Traffic data shall be collected and compared to the previously collected “before” data. The comparison will evaluate the measures to determine if corrective measures or other actions are needed.
- (2) With the approval of planning commission, traffic calming devices may be removed or altered at any time for the following reasons:
 - (a) Emergency response is significantly impacted.
 - (b) Traffic count for the street exceeds 2,500 vehicles per day.
 - (c) The city’s Public Works Director determines that it is in the best interest of public safety.
- (3) Residents within the traffic calming area may request removal of the traffic calming device only after the measures have been in place for two years by submitting a petition to the city. The petition shall request removal of the traffic calming device, acknowledge that the residents shall pay for the removal, and include the signatures of at least 51 percent of the residents within the calming area. Upon receipt of the petition, the city will assess the property owners within the traffic calming area for the costs and then remove the traffic calming device.

10.30.110 Appeal of Planning Commission Decision.

- (1) Any person who participated in the public hearing before the Planning Commission may appeal the Planning Commission’s decision regarding installation or removal of a traffic calming device to the City Council by filing a written request within 14 days of the Planning Commission’s decision.
- (2) A written request for an appeal shall be submitted to the City Manager by paper or electronic mail. Upon receipt of appeal, the City Manager shall schedule a public hearing no later than 30 days following receipt of the request.
- (3) Notice of the City Council public hearing shall be provided in the same manner as in Section 10.30.070(7).
- (4) Following the public hearing, the City Council shall make findings of fact and determine whether the criteria of Section 10.30.060 or 10.30.100(2), as appropriate, have or will be met.