



**CITY COUNCIL
WORK SESSION AGENDA
October 12, 2026, at 7:00 p.m.**

City Hall Council Chambers, 201 First Avenue East

See the bottom of the agenda to learn how to provide public comment
and watch meetings live or later.

A. CALL TO ORDER

B. ROLL CALL

C. DISCUSSION

1. Traffic Calming

D. PUBLIC COMMENT

Persons wishing to address the council are asked to do so at this time. See the bottom of the agenda to learn the protocol for providing comment.

E. CITY MANAGER, COUNCIL, AND MAYOR REPORTS

F. ADJOURNMENT

UPCOMING SCHEDULE

Next Regular Meeting – October 19, 2026, at 7:00 p.m. – Council Chambers

Next Work Session – October 26, 2026, at 7:00 p.m. – Council Chambers

PARTICIPATION

When addressing council please give your name and address, see the last page of the agenda for the proper manner of addressing the council, and limit comments to three minutes. Comments can also be emailed to publiccomment@kalispell.com. Written public comments received by the council at least one day prior to the meeting can be seen at www.kalispell.com/publiccomment. Council may not have the opportunity to review written public comment received on the day of the meeting.

To provide public comment live, remotely, join the video conference through zoom at:

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ADMINISTRATIVE CODE

Adopted July 1, 1991

Section 2-20 Manner of Addressing Council

- a. Each person not a Council member shall address the Council, at the time designated in the agenda or as directed by the Council, by stepping to the podium or microphone, giving that person's name and address in an audible tone of voice for the record, and unless further time is granted by the Council, shall limit the address to the Council to three minutes.
- b. All remarks shall be addressed to the Council as a body and not to any member of the Council or Staff.
- c. No person, other than the Council and the person having the floor, shall be permitted to enter into any discussion either directly or through a member of the Council, without the permission of the Presiding Officer.
- d. No question shall be asked of individuals except through the Presiding Officer.

PRINCIPLES FOR CIVIL DIALOGUE

Adopted by Resolution 5180 on February 5, 2007

- We provide a safe environment where individual perspectives are respected, heard, and acknowledged.
- We are responsible for respectful and courteous dialogue and participation.
- We respect diverse opinions as a means to find solutions based on common ground.
- We encourage and value broad community participation.
- We encourage creative approaches to engage in public participation.
- We value informed decision-making and take personal responsibility to educate and be educated.
- We believe that respectful public dialogue fosters healthy community relationships, understanding and problem solving.
- We acknowledge, consider and respect the natural tensions created by collaboration, change, and transition.
- We follow the rules & guidelines established for each meeting.



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To: Jarod Nygren, City Manager
From: Susie Turner, Public Works Director
Cc: Keith Haskins, P.E., Deputy Public Works Director
Re: Development of a Traffic Calming Policy
Meeting Date: October 12, 2026

BACKGROUND

Traffic calming policies provide a framework for addressing speeding and improving public safety throughout the community. The Police and Public Works Departments routinely receive concerns about speeding, cut-through traffic, and pedestrian safety within Kalispell's city limits. In response to the community's concerns, Staff has prepared a draft Traffic Calming Policy to begin Council discussion and provide a starting point for community and stakeholder input.

Developing this policy will require several meetings and stakeholder engagement to establish clear goals, practical requirements, and a sustainable funding approach. Staff anticipate three Council work sessions, with stakeholder review between the second and third, followed by public review, formal adoption, and administrative implementation. The proposed phases and milestones are outlined in the attached Traffic Calming Policy Development Schedule and Milestone Outline.

The provided draft policy is intended to establish a consistent, transparent process for evaluating traffic speeding concerns, prioritizing requests, funding for projects and implementing appropriate traffic calming measures. It outlines how street design and physical measures can reduce vehicle speeds and traffic volumes (potentially) while preserving emergency access, transportation function, drainage, and street maintenance.

City staff will present the draft Traffic Calming Policy and review the following topics:

- **Eligibility and traffic data.** Review proposed speed and volume traffic calming thresholds, crash history, the use of standard traffic controls before traffic calming, and the data needed to determine whether a location qualifies for considerations to proceed with traffic calming measures.
- **Project prioritization.** Review proposed weighted criteria for speeds, crashes, traffic volumes, schools and other pedestrian destinations, and roadway conditions. Discuss how traffic data, safety needs, staff capacity, and funding availability may influence project selection and timing.
- **Toolbox and operational impacts.** Review appropriate treatments by street classification and their effects on emergency response, buses, drainage, access, snow removal, and adjacent streets.
- **New development.** Discuss incorporating speed management into new street design, developer responsibility for related improvements, and coordination with City design standards and subdivision regulations.

- **Funding approach.** Funding for traffic calming improvements is currently limited. Discuss funding options including city participation, property-owner assessments or cost sharing, grants, eligible tax increment funding, and developer contributions. Consider amending the existing Street Maintenance District to include eligible improvement activities.
- **Roles and implementation.** Clarify responsibilities of Public Works, Police, Fire, residents, developers, and Council; the authority delegated to staff; and expectations for monitoring effectiveness and reviewing project priorities.

During the work session, staff will seek Council's direction on the development of a Kalispell Traffic Calming Policy. Staff will incorporate that direction into a revised draft and return for a second work session to seek general agreement on the policy framework before proceeding with stakeholder review.

Attachments: Draft Traffic Calming Policy, Development Schedule and Milestone Outline



Traffic Calming Policy Development Schedule and Milestone Outline

1. **Council Kickoff Work Session.** Introduce the need for the policy and review the draft framework. Obtain initial Council direction on policy goals, the funding approach, and issues requiring additional analysis.
2. **Second Council Work Session.** Present revisions responding to Council comments and address unresolved issues. Seek general agreement on the policy framework and funding approach, along with Council authorization to proceed with stakeholder review.
3. **Stakeholder Review.** Conduct several meetings with residents, neighborhood representatives, developers, consulting engineers, City departments, and affected agencies. Obtain feedback on the proposed process, design standards, participation, prioritization, funding, and implementation challenges. Summarize comments and recommended revisions.
4. **Third Council Work Session.** Present stakeholder feedback and the recommended draft policy. Resolve remaining policy, funding, and implementation questions, and seek Council direction before formal public review.
5. **Public Review and Notice.** Provide required notice, make the proposed policy and supporting materials available, and invite public comments. Hold a Council meeting or public hearing, as applicable, and summarize comments for final Council consideration.
6. **Council Adoption.** Present the final policy for adoption by resolution. Confirm the funding framework and its relationship to annual budgeting and capital planning. Consider related Street Maintenance District changes and amendments to design standards or subdivision regulations through separate Council actions, as appropriate.
7. **Administrative Implementation.** Establish forms, request tracking, data collection and analysis, project scoring, public notification, and annual project review procedures. Integrate the adopted policy into budgeting, engineering review, construction oversight, and monitoring of project effectiveness.

CITY OF KALISPELL

DEPARTMENT OF PUBLIC WORKS

DEVELOPMENT OF A TRAFFIC CALMING POLICY

Revised Draft — 2026

DRAFT

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1 Definition

“Traffic Calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized street users.”

— The Institute of Transportation Engineers (ITE Journal, July 1997)

2 Vision Statement

Safe streets for all Kalispell residents and guests.

Montana's vision is Vision Zero: zero deaths and zero serious injuries on its roadways. Kalispell's part is the street itself. Applying the Safe System Approach, the City will design and manage its streets to eliminate fatal and serious injury crashes and reduce crash risk for everyone who uses them. Speed decides more than whether a crash is survivable; it decides whether a roadway is a neighborhood street or a thoroughfare. Kalispell will build toward a transportation system that is safe, livable, and connected for all users.

3 Background

“Traffic calming supports the livability and vitality of residential and commercial areas through improvements in non-motorist safety, mobility, and comfort. These objectives are achieved by reducing vehicle speeds or volumes on a single street or a street network. Traffic calming approaches use a variety of physical measures and driver-perception techniques to produce desired effects. An effective traffic calming program can help to transform streets and aid in creating a sense of place for communities.

The importance of reducing vehicle speeds in areas where there is potential for conflict between a pedestrian and a motor vehicle is undeniable. Simply stated, the slower the speed of a vehicle, the greater the chances are for survival for a pedestrian.” — Move 2040 Kalispell Area Transportation Plan

As Kalispell continues to be one of the fastest-growing micropolitan areas in the nation (with a U.S. Census Bureau population estimate of 31,851 residents as of July 1, 2025, a 27 percent increase since the 2020 Census), roads within residential neighborhoods and commercial corridors can become convenient cut-throughs for traffic, causing increases in driving speeds and volumes. These increases can have negative impacts on residents, pedestrians, businesses, and schools. Kalispell has identified a need to employ traffic calming devices and techniques to calm speeds and potentially reduce volumes.

Speeding is a citywide concern which affects residential streets, school zones, commercial corridors, and pedestrian crossings throughout Kalispell. The City receives a high volume of speed-related complaints from residents and patrons of the community, and these requests consistently exceed the capacity of staff to respond on a case-by-case basis without a structured, equitable framework for prioritization and review. Without a clear policy, traffic calming resources risk being directed toward the most persistent or well-organized requestors rather than the locations of greatest safety need, an outcome that is neither fair to residents nor consistent with the City's commitment to equitable service delivery.

This policy establishes a uniform, criteria-based process that applies the same standards citywide, regardless of neighborhood. Every qualifying request for traffic calming review will be evaluated using the same data-driven criteria so resources can be directed to the locations where they will achieve the greatest safety benefit. This policy should enable staff to manage a large volume of requests efficiently while giving the public confidence that the process is fair, predictable, and grounded in an objective process.

Traffic calming goes beyond typical signage or striping through installation of techniques that add complexity to the road or discomfort to drivers, requiring them to be more alert and/or slow down to navigate. Additionally, because complexity is added, risk can be added to the city if crashes occur at traffic calming installations due to required driving conditions which are below the posted speed limit for the roadway. For example, if a roadway has a posted speed limit of 25 mph but the complexity of the roadway requires 15 mph and an accident occurs, then the road owner and designer can be at risk. Furthermore, responsible implementation requires judicious application to maintain appropriate access and response times for emergency vehicles, school buses, plow trucks, and other maintenance vehicles.

In order to correctly balance the quality of neighborhood character with required levels of service for safety and maintenance, this policy document provides guidance to the public and City staff on when traffic calming may be considered, which measures are appropriate, how projects are evaluated, and how projects will be funded.

4 Policy Goals

1. Provide clear guidance to the public on how traffic calming is implemented and funded.
2. Create a policy that selects appropriate measures and locations while maintaining efficient transportation networks and a livable, safe environment for bicyclists, pedestrians, drivers, and adjacent land uses.
3. Ensure traffic calming measures do not shift issues to adjacent street networks.
4. Maintain existing levels of service on the overall transportation system.
5. Implement traffic calming measures that meet traffic control criteria and design standards including MUTCD, City of Kalispell Standards for Design and Construction, and Move 2040.
6. Determine priority locations for the effective implementation of traffic calming.
7. Provide updates to the Standards for Design and Construction so that traffic calming is incorporated into new development.
8. Keep driving speeds at or below posted speed limits.

5 Comparison with Peer Community Policies

When developing this proposed policy, the City of Kalispell reviewed traffic calming programs from comparable communities. The following summary highlights key similarities, differences, and best practices that have been incorporated into this revision.

5.01 Howard County, Maryland

Howard County's 2024 policy covers all county-owned roads. The county uses community open houses as part of the project development process. A key distinction is that Howard County funds many improvements through its own capital budget rather than shifting costs entirely to local property owners.

5.02 City of DeSoto, Texas

DeSoto's program covers speed control on residential streets and requires a petition from 50% of affected households for speed control measures. Notably, the City of DeSoto directly funds installation costs for approved devices within annual budget limits, reducing the burden on individual residents.

5.03 City of Minneapolis, Minnesota

Minneapolis has used dedicated annual capital budget allocations for neighborhood traffic calming, supplemented by one-time Council appropriations to address backlogs.

Summary of Policy Comparisons

Policy Element	DeSoto, TX	Howard Co., MD	Minneapolis, MN
Funding – Construction	City-funded (annual budget)	County capital budget	Dedicated annual CIP appropriation; one-time Council appropriations for backlog
Petition Threshold	50% of households	Varies by project type	Neighborhood petition or staff-initiated; no fixed percentage
City / County Cost Share	Full City funding	County funded	City-funded; dedicated annual budget allocation
Priority Criteria	Annual ranking	Staff + Councilor input	Data-driven prioritization with documented backlog management
Pilot / Trial Installs	Not addressed	Allowed	Not specifically addressed

5.04 Montana Peer Communities

The programs summarized in Sections 5.01 through 5.03 are useful for structure, but each operates under enabling legislation and revenue authority that Kalispell does not share. Montana municipalities draw their traffic calming authority and funding from a common statutory framework ([Title 7, Chapter 12, MCA](#), for improvement and maintenance districts) so the practices of comparable Montana cities are the more directly transferable benchmark. Public Works reviewed four Montana cities: three with operating neighborhood traffic calming programs, and one preparing to launch a formal program at the same stage of policy development as this revision. Together they bracket the full range of funding models available to Kalispell, from fully City-funded to entirely assessment-funded.

5.04.A City of Missoula

Missoula administers traffic calming through its Neighborhood Traffic Management Program (NTMP)¹, developed after the City Council directed staff to study a citywide speed limit reduction. Requests are screened by a standing interdepartmental Transportation Safety Team drawn from Planning, Engineering, Street Maintenance, Fire, Police, and Communications rather than by a single department. Installations are City-funded; the City programmed \$50,000 in FY2026 for neighborhood traffic calming construction (approximately \$0.63 per resident)

Missoula moved to this model deliberately. Under its earlier resident-organized approach, installations concentrated in the neighborhoods with the time and resources to organize their neighbors, which the City concluded was not a defensible distribution for a safety program. Missoula also substituted low-cost quick-build materials (such as paint and flexible delineators) for concrete and landscaping, which lowered unit cost and increased the number of locations treated each season.

5.04.B City of Bozeman

Bozeman's Neighborhood Traffic Calming Program² is citizen-initiated but City-funded and City-administered. Applications are accepted year-round against a published annual installation cycle, and eligibility is limited to City-owned, publicly maintained local streets. The program expressly excludes capital projects.

Local support may be demonstrated in any of three ways:

1. Signatures from 50 percent of addresses within one block of the requested location;
2. A letter of support from the neighborhood homeowners association; or
3. A letter of support from the applicable Inter-Neighborhood Council representative.

¹ City of Missoula, Public Works & Mobility Department, Neighborhood Traffic Management Program. Available at: <https://www.engagemissoula.com/neighborhood-traffic-safety-program>. See also City of Missoula, Transportation Projects, Public Works & Mobility Department. Available at: <https://www.ci.missoula.mt.us/2839/Transportation-Projects>

² City of Bozeman, Department of Transportation and Engineering, Neighborhood Traffic Calming Program, including program eligibility criteria, scoring methodology, and 2026 application cycle information. Available at: <https://www.bozeman.net/departments/transportation-engineering/traffic-calming>

Requests that clear the support step are screened against three objective criteria, two of which must be satisfied:

- a. A correctable crash within the past five years; and/or
- b. At least 1,000 vehicles per day or a documented 85th percentile speed 5 mph over the posted limit; and/or
- c. Proximity to an active transportation trip generator such as a school or park.

Qualifying requests are then ranked on a published 100-point scale:

- Correctable crash history (20 points);
- 85th percentile speed (30 points);
- Volumes over 1,000 vehicles per day (20 points);
- Pedestrian generators (20 points); and
- Contextual factors including sight distance, atypical right-of-way, roadway curvature, intersection control, and proximity to existing installations (10 points).

Bozeman's program is seasonal by design. Devices are typically installed in the spring and removed by late October, before significant snowfall. The City collects vehicle speed and volume data with a radar unit before and during each installation and posts informational signage inviting public feedback. Permanent installation is considered only where the seasonal installation demonstrably lowers speeds or prevents cut-through traffic. Reported 2025 results were a slight reduction in 85th percentile speed, a significant reduction in daily traffic, and improved compliance; eleven projects were scheduled for reinstallation in 2026.

For 2026, Bozeman is funding seven new projects from a \$30,000 budget (approximately \$0.50 per resident), selected from twenty applications. The ratio of applications to funded projects illustrates why a published prioritization rubric is necessary: most qualifying requests in any given year will not be funded, and the basis for selection must be defensible.

5.04.C City of Belgrade

Belgrade is preparing to launch a formal traffic calming program developed out of its 2025 Safety Action Plan³. The Safety Action Plan produced a toolbox of eighteen treatments organized into four categories — horizontal deflection, vertical deflection, street width reduction, and routing restrictions.

The Belgrade toolbox includes winter maintenance considerations for every treatment rather than for selected measures. Treatments requiring signage, flexible delineator posts, or landscape elements are evaluated for whether plow operators will be able to see them above accumulated snow.

Belgrade will accept resident petitions online and will evaluate locations against a published two-group assessment matrix.

³ National Association of City Transportation Officials (NACTO), "Designing Safer Streets in Montana: Inside Bozeman and Belgrade's Traffic Calming Programs." Available at: <https://nacto.org/latest/designing-safer-streets-in-montana-inside-bozeman-and-belgrades-traffic-calming-programs/>

Group 1 addresses safety:

- Speed, and volume;
- Location on the Safety Action Plan high injury network;
- One or more fatal or serious injury crashes in the past two years;
- Ten or more minor injury or property damage crashes in the past two years;
- A 50th percentile speed above the posted limit; and
- Volumes above 100 vehicles in the weekday peak hour on local roads, above 300 on collectors, or heavy vehicles exceeding 5 percent of traffic.

Group 2 addresses context:

- Proximity to a school zone or walking route within 1.5 miles of a school;
- Location within a quarter mile of a park, library, community center, or city hall; and
- Residential or local commercial land use.

5.04.D City of Billings⁴

Billings has installed speed control traffic calming at numerous locations but reports no dedicated funding source for traffic calming. Funding is left to individual neighborhoods and is typically raised through formation of a Special Improvement District (SID). Billings also states that it does not typically implement volume control measures retroactively.

Relying exclusively on SID's to fund traffic calming, Billings' program moves projects forward based on the financial capacity of the adjacent property owners.

5.04.E Conclusions for Consideration

Five conclusions follow from the Montana review and are reflected in this revision:

- 1 All four Montana programs place administration with City staff as determined per city policy.
- 2 Bozeman's reported cost of roughly \$4,300 per quick-build project demonstrates that the low-cost end of the toolbox can be delivered for less than the cost of forming and administering a special improvement district. However, Bozeman's low-cost treatments must be installed and removed annually.
- 3 Belgrade documents winter maintenance considerations for every treatment in its toolbox, ensuring signage, flexible delineator posts, and landscape elements remain visible to plow operators above accumulated snow.
- 4 Missoula and Bozeman use a weighted scoring rubric to ensure equitable prioritization of traffic control installations.
- 5 No consistent standard exists among peer communities for traffic calming in new development. Requirements range from mandatory to discretionary to absent.

⁴ City of Billings, Resolution 13854 (Neighborhood Traffic Control Policy); City of Billings Public Works Department, Traffic Calming Program. Available at: <https://www.billingsmtpublicworks.gov/307/Traffic-Calming>

5.04.F Summary of Montana Policy Comparisons

Policy Element	Kalispell (Proposed)	Missoula	Bozeman	Belgrade	Billings
Program administration	Public Works Engineering, with Police and Fire concurrence	Standing interdepartmental Transportation Safety Team	Transportation and Engineering Department (City took over full administration in 2025)	Public Works; program in launch phase	Public Works Engineering
Primary construction funding	SID + CIP + grants + TIF + maintenance district + impact fees (to be determined)	City-funded annual appropriation	City-funded; \$30,000 budgeted in 2026 for seven new projects	Not yet established	SID only; no dedicated City source
Initiation	Citizen, fire chief, police chief, school superintendent, HOA or POA president.	Citizen concern, staff-screened	Citizen application on a published annual cycle (March deadline)	Online resident petition	Citizen or neighborhood
Local support threshold	67% of benefited property owners within 330 ft; renters excluded	None required	50% of addresses within one block, OR HOA letter, OR Inter-Neighborhood Council letter	Not specified	Statutory SID protest process only
Screening criteria	Standard controls in place 1 yr; AADT 1,000–5,000; crash, speed, or volume trigger	Staff review of crash, speed, and volume data	Two of three: correctable crash; 1,000 vpd or 85th %ile 5 mph over; pedestrian generator	Two-group matrix: high injury network, crash history, 50% speed, peak-hour volume; then schools, destinations, land use	Case by case
Prioritization	Safety risk score	Staff-ranked	Published 100-point weighted score	Published assessment criteria (2025 Safety Action Plan)	Not published
Trial installations	Not proposed.	Quick-build is standard practice	Seasonal install (spring to late October) is the default first step	Toolbox anticipates temporary materials	Not addressed
Post-installation evaluation	Collect data within a year of installation.	Before/after data collected	Radar speed and volume data before and during; results published	Not yet established	Not addressed
Winter maintenance	Addressed for selected measures	Not published	Seasonal devices removed before significant snowfall	Winter maintenance noted for every treatment in the toolbox	Not addressed
New Development	Updates to the Standards for Design and Construction	Discretionary design guidance for traffic calming.	Included in Design and Construction Standards	Not addressed in Traffic Calming Program or Toolkit	Traffic calming applies to existing streets only.

6 Traffic Calming Toolbox

The traffic calming measures recommended in the Move 2040 – Kalispell Area Transportation Plan are organized into four sub-groups. A fifth sub-group, driver feedback and perceptual measures, is added by this policy. An appropriateness scale of 1 (least appropriate) to 3 (most appropriate) provides general guidance for tool selection by roadway classification. The scale does not completely preclude a technique from a given roadway classification; it is intended to provide staff additional guidance in the selection process.

6.01 Horizontal Deflection

LIMITS THE ABILITY OF A MOTORIST TO DRIVE IN A STRAIGHT LINE BY CREATING A HORIZONTAL SHIFT IN THE ROADWAY.

6.01.A Chicane

A series of alternating curves or lane shifts that force a motorist to steer back and forth out of a straight travel path. Curvilinear paths are created with curb extensions alternating from side to side. Staff should consider drainage impacts, winter visibility, and maintenance responsibilities for additional landscape or hardscape areas within the right-of-way.



Figure 1 - Chicane

6.01.B Realigned Intersection

Reconfiguration of an intersection to skewed approaches or travel paths to discourage fast vehicle movements. Staff should consider advanced warning devices, available right-of-way, and maintenance responsibilities.

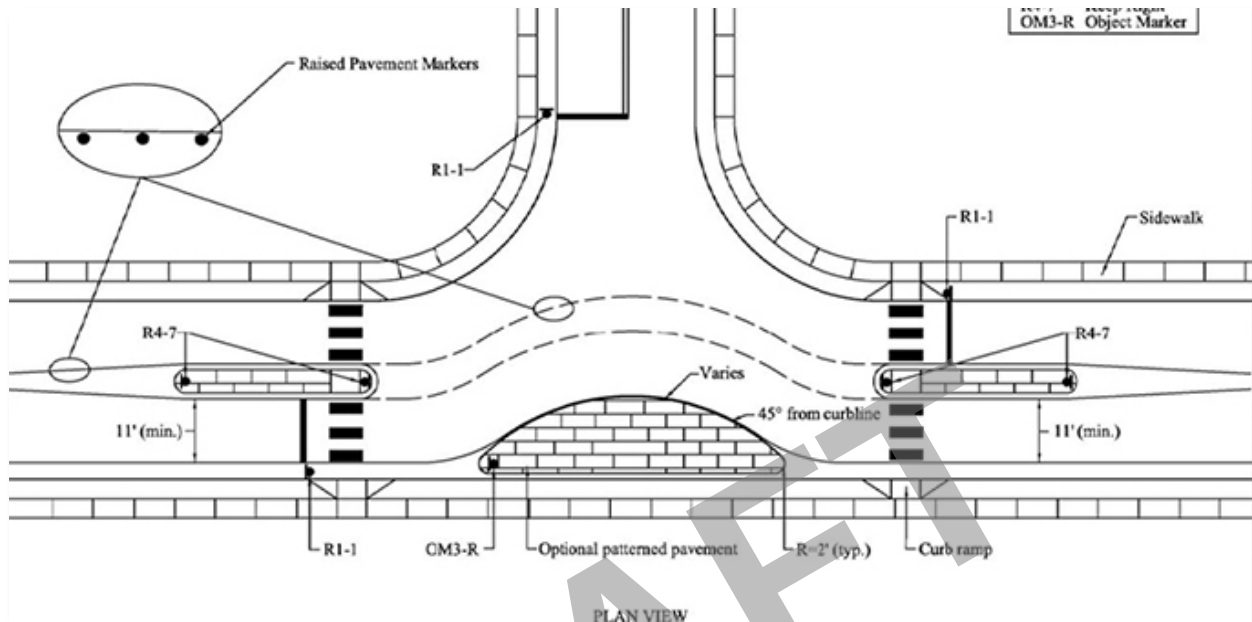


Figure 2 - Realigned Intersection – Image from Delaware DOT

6.01.C Traffic Circle

A raised island placed within an unsignalized intersection, around which traffic circulates. Forces reduced speeds at intersections. Staff should consider removal of existing traffic control, minimum lane widths for emergency and maintenance vehicles, and island maintenance responsibilities.



Figure 3 - Traffic Circle

6.02 Vertical Deflection

CREATES A CHANGE IN ROADWAY HEIGHT THAT FORCES A MOTORIST TO SLOW DOWN TO MAINTAIN AN ACCEPTABLE LEVEL OF COMFORT.

6.02.A Speed Hump

An elongated mound across the travel way producing sufficient discomfort to a motorist driving above design speed. Staff should consider advanced warning devices, annual striping, drainage impacts, and plow/street sweeper maintainability.



Figure 4 - Speed Hump

6.02.B Speed Table

A raised area with a long flat top that accommodates the entire wheelbase of most passenger cars. Enables comfortable speeds somewhat faster than a speed hump. Staff should consider advanced warning devices, drainage impacts, and maintainability.



Figure 5 - Speed Table

6.02.C Raised Crosswalk

A flat-topped speed table marked and signed as a pedestrian crossing. Improves pedestrian safety and visibility. Staff should consider advanced warning devices, drainage impacts, and maintainability.



Figure 6 - Raised Crosswalk – 4th Ave EN at Parkline Trail

6.02.D Raised Intersection

A distinct device that raises the entire paved area of an intersection flush with the surrounding sidewalk level, effectively converting the intersection into a large speed table. Pedestrians cross on a continuous flat surface without stepping down, and vehicles experience vertical deflection on all four approaches. It is categorized under vertical deflection in most toolboxes and is particularly effective at high-pedestrian-conflict intersections near schools or in commercial areas. It differs from a raised crosswalk in that it treats the full intersection box rather than a single crossing leg.



Figure 7 - Raised Intersection – Central Ave & Hwy 93 – Whitefish, MT

6.03 Street Width Reduction

INCREASES DRIVER ATTENTION AND NATURALLY LOWERS VEHICLE SPEEDS.

6.03.A Curb Extension

Horizontal extension of the sidewalk into the street narrowing the roadway. Used at corners (corner extension) or mid-block (choker). Shortens pedestrian crossing distance and can be combined with vertical devices. Staff should consider drainage and plow maintainability.



Figure 8 - Curb Extension

6.03.B Median Island

A raised island along the street centerline that narrows travel lanes and encourages slowing. Can serve as a pedestrian refuge island if a cut is provided. Staff should consider plow-friendly tapered noses and snow storage.



Figure 9 - Median Island

6.03.C Road Diet

Conversion of an undivided roadway to a cross-section with fewer or narrower through lanes. Most common application converts four lanes to three (two through + one center turn lane), potentially adding bike lanes, pedestrian features, or transit elements. Staff should consider traffic volumes, impacts to adjoining streets, and construction costs (typically larger-scale projects).

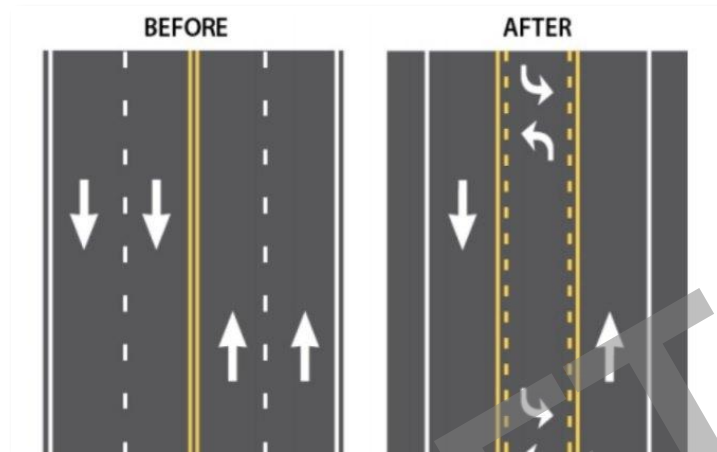


Figure 10 - Road Diet

6.04 Routing Restriction

PREVENTS SELECTED TURNING OR THROUGH MOVEMENTS AND REDUCES THE VOLUME OF TRAFFIC USING THE STREET.

Routing restrictions differ from the previous categories in this toolbox. The measures in Sections 6.01 through 6.03 reduce speed. The measures in this section reduce volume, and they do so by sending traffic somewhere else. Diversion is not a side effect of these measures. Instead, it is precisely how they work. Therefore, diversions carry a high risk of relocating a problem onto an adjacent street rather than resolving it, and the policy goal of not shifting traffic from one neighborhood street to another applies most directly here.

Routing restrictions are the last category considered. They are appropriate where the identified problem is cut-through volume rather than speed, or where a crash pattern is attributable to a specific turning or through movement that the restriction eliminates, and where the measures in Sections 6.01 through 6.03 have been evaluated and found inadequate.

Any routing restriction advanced under this policy will include an evaluation of diversion, with traffic counts taken on the adjacent streets expected to receive the diverted volume, both before and after installation. The notification and local support area for a routing restriction extends to those streets, as provided in Section 9.02.A.

6.04.A Diagonal Diverter (not appropriate for most situations)

A physical barrier placed diagonally across a four-legged intersection, creating two unconnected intersections. Restricts straight-through traffic. Staff should consider advanced warning devices, maintainability challenges, community connectivity, and impacts to emergency services routing. Staff should also consider the added travel distance imposed on properties losing a direct route, and confirm acceptable response routing with the Fire Chief.

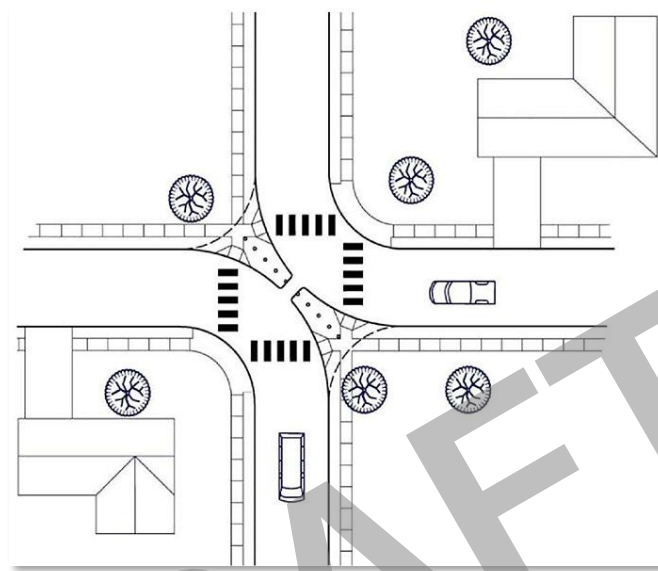


Figure 11 - Diagonal Diverter

6.04.B Full Closure (not appropriate for most situations)

A physical barrier closing a street completely to through vehicle traffic, at an intersection or mid-block. Can be designed to allow bicyclists and pedestrians to pass. Staff should consider alternative routing, dead-end turnaround maintenance, and emergency vehicle access. A full closure may affect the access rights of abutting property owners. The City Attorney should review any proposed full closure before it advances to preliminary engineering, including whether Council action is required.



Figure 12 - Full Closure

6.04.C Median Barrier

A raised island through an intersection preventing straight-through movement on a side street. Can allow turns to and from the main street. Staff should consider advanced warning devices, maintainability, pedestrian and bicycle access, installation cost, and routing impacts.



Figure 13 - Median Barrier

6.05 Driver Feedback and Perceptual Measures

INFLUENCES DRIVER BEHAVIOR THROUGH ATTENTION AND PERCEPTION RATHER THAN THROUGH A CHANGE IN ROADWAY GEOMETRY.

The measures in this sub-group are not traffic calming as defined in Chapter 1, which describes traffic calming as mainly physical measures. They are traffic control devices and pavement markings, and they are included here because they are frequently the most cost effective and streamlined, and because they are available where physical measures are not. They may be deployed before, alongside, or in place of physical measures. Deployment of a measure under this section does not by itself satisfy the requirement of Section 9.01.E that all warranted traffic control devices have been installed for a minimum of one year, as the devices in this sub-group are supplemental rather than warranted.

6.05.A Vehicle Speed Feedback Sign

A radar-activated sign displaying the speed of an approaching vehicle, reinforcing the posted limit without regulatory effect. The MUTCD identifies the standalone Vehicle Speed Feedback Sign (W13-20). Some units record speed and volume data which is useful for post installation analysis. Staff should consider habituation of regular drivers over time, the localized extent of the speed reduction, solar performance under snow cover and low winter sun angle, pole placement clear of the plow path, and conformance of existing City-owned units with the current edition of the MUTCD.



Figure 14 - Vehicle Speed Feedback Sign - Four Mile Drive

6.05.B Travel Way Delineation

Edge line or parking lane striping applied to narrow the apparent width of the travel way without altering the curb line. Effective where pavement width exceeds the width required for the traffic served. Staff should consider the resulting travel lane width relative to emergency and maintenance vehicle needs, on-street parking demand, marking service life under plowing, and reduced visibility when markings are obscured by snow or sanding material.

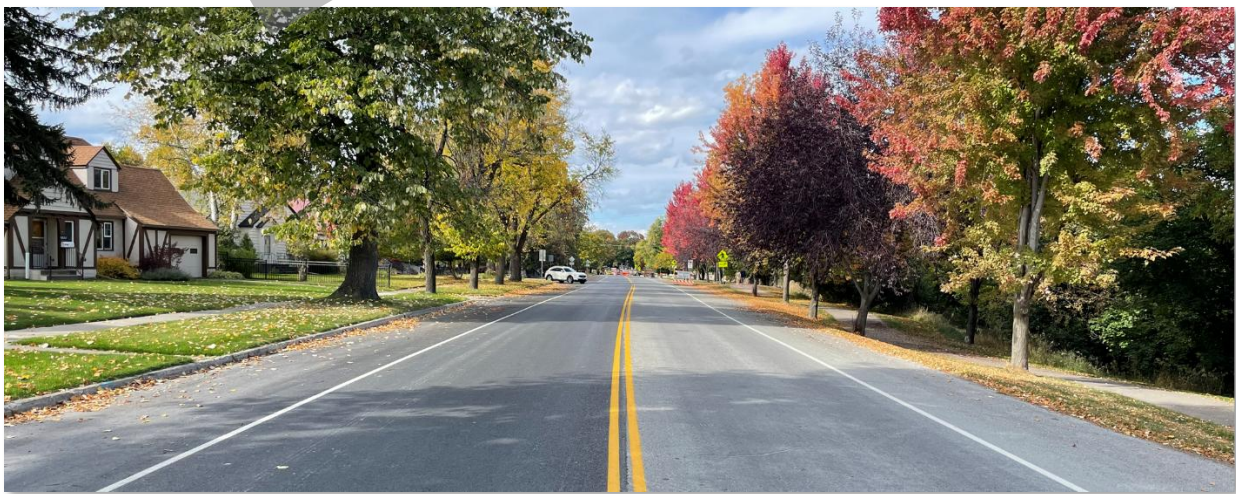


Figure 15 - Travel Way Delineation - Woodland Avenue

6.05.C Speed Limit Reduction

A reduction in the posted speed limit, adopted by ordinance on the basis of an engineering and traffic investigation. Section 61-8-303, MCA, sets the statutory speed limit in an urban district at 25 miles per hour. Section 61-8-310, MCA, permits a local authority that determines on the basis of an engineering and traffic investigation that the statutory limit is greater than is reasonable and safe to set a lower limit under the circumstances enumerated in that section, including a decreased limit at an intersection in an urban district, a decreased limit in a school zone of not less than 15 miles per hour, and the determination of a reasonable and safe limit on arterial streets. Where the subject street is a federal-aid highway or an extension of a federal-aid highway, the Transportation Commission sets the limit in accordance with 61-8-309, MCA, following an engineering and traffic investigation that the City may request at its own expense and that the Department of Transportation reports to the Commission for decision.

A speed limit reduction will be considered only after the measures identified in this chapter have been implemented and evaluated and have not achieved the target operating speed. Posting a lower limit does not alter the physical characteristics of a street that produce its operating speed. A reduction adopted on an otherwise unchanged street generally produces a small change in the 85th percentile speed while widening the difference between the posted limit and the speed actually driven. Staff should consider the statutory authority applicable to the specific street and jurisdiction, the engineering and traffic investigation required by 61-8-310, MCA, and by MUTCD Section 2B.21, the time required to complete an investigation and obtain Transportation Commission action where applicable, the enforcement burden created by a limit that is not self-enforcing, and the effect of a reduced posted limit on the qualifying criteria in Section 9.01.E.

6.06 Appropriateness by Roadway Classification

Scale: 1 = Least Appropriate; 2 = Conditionally Appropriate; 3 = Most Appropriate

Table 1 – Traffic Calming Installation Appropriateness by Roadway Classification

Traffic Calming Measure	Arterials	Collectors	Local Streets
Horizontal Deflection			
Chicane	1	3	3
Realigned Intersection	1	3	3
Traffic Circle	1	2	3
Vertical Deflection			
Speed Hump	1	3	3
Speed Table	2	3	3
Raised Crosswalk	2	3	3
Raised Intersection	1	2	3
Street Width Reduction			
Curb Extension	3	3	3
Median Island	3	3	3
Road Diet	3	3	2
Routing Restriction (Not appropriate for most situations)			
Diagonal Diverter	1	2	2
Full Closure	1	2	2
Median Barrier	2	3	3
Driver Feedback and Perceptual Measures			
Vehicle Speed Feedback Sign	3	3	3
Travel Way Delineation (per MUTCD)	2	3	3
Speed Limit Reduction	1	2	2

7 Updates to the City of Kalispell Standards for Design and Construction

7.01 Purpose

The City of Kalispell Standards for Design and Construction (City Standards) establish the minimum technical requirements for public infrastructure within the City. This chapter identifies the amendments to the City Standards necessary to incorporate traffic calming into new street design rather than retrofitting it after a neighborhood is built out. Where this chapter conflicts with the published City Standards, the City Standards will be amended to conform.

The governing principle is that a street should be built to the operating speed it is intended to carry. Geometry, not signage, is the primary calming tool; physical devices are the secondary tool used where geometry cannot achieve the result.

7.02 Applicability

This chapter applies to all new public street construction resulting from:

- a. Subdivision of land under the Montana Subdivision and Platting Act (Title 76, Chapter 3, MCA)
- b. Site plan review for development that constructs, dedicates, or modifies a public street; and
- c. An annexation agreement requiring public street construction.

This chapter does not apply within Montana Department of Transportation right-of-way. Where a proposed improvement lies within or adjacent to MDT right-of-way, the developer will coordinate applicable standards with Public Works and MDT.

Private streets are subject to this chapter where a recorded maintenance agreement approved by Public Works commits the owners' association to maintain the required features.

7.03 Design Speed and Target Operating Speed

New local residential streets and minor collector streets will be designed to a 25-mph design speed, and to a 20-mph target operating speed where the street is subject to Section 7.05. Major collectors will be designed to 35 mph. Arterials are outside the scope of this chapter.

Geometric criteria for each design speed are those in the City Standards and, where the City Standards are silent, AASHTO. This chapter does not restate them.

7.04 Speed Control Point Spacing

On a new street, the maximum length of roadway between speed control points is 500 feet.

A speed control point is any one of the following:

- a. A physical road design condition requiring a driver to slow down or stop, consisting of the intersection of a local street with a collector or arterial (speed control point would be counted on the local street), or a T-intersection between two local streets (speed control would be counted on the branch street). Note: stop sign control at the intersection of two local streets does not constitute a speed control point.
- b. A horizontal curve with a radius not exceeding 300 feet and a central angle of not less than 30 degrees.

- c. A traffic calming feature for which a standard detail has been adopted under Section 7.07, where the design engineer demonstrates that the conditions in subsections (a) or (b) cannot practically be achieved through street layout.

Where the design engineer proposes a feature under subsection (c), the submittal will state why the geometric alternatives were not practical.

7.05 Pedestrian Generators

Traffic calming is required on any local street segment that fronts, abuts, or provides the primary pedestrian route to a pedestrian generator, without regard to the spacing standard in Section 7.04.

For purposes of this chapter, a pedestrian generator is:

- a. A public park, playground, or dedicated common open space of one-half acre or more;
- b. A public or private school site, or a designated school walk route crossing;
- c. A crossing of a public trail or shared-use path;
- d. A transit stop; or
- e. A U.S. Postal Service cluster box unit (CBU) or other centralized mail delivery installation serving six or more dwelling units.

Within 300 feet of a pedestrian generator, the following apply:

- 1 The maximum spacing between speed control points is reduced to 300 feet.
- 2 At least one traffic calming feature will be located at or within 100 feet of the principal pedestrian crossing serving the generator.
- 3 Where the generator is served by pedestrians approaching from both sides of the street, the crossing will be marked and will include either curb extensions on both approaches or a raised crossing, designed to the applicable City standard detail.
- 4 A cluster box unit will be sited so that the parking and standing area it generates does not obstruct a crosswalk, a curb ramp, an intersection sight triangle, or a fire hydrant. Where a CBU serves lots on both sides of the street, the crossing requirement in subsection (3) applies.

7.06 Performance

Street geometry and traffic calming features shall be designed collectively so that the anticipated 85th percentile operating speed does not exceed the design speed established in the City Standards. On a street segment subject to Section 7.05 (Pedestrian Generators), the target operating speed shall be 20 miles per hour. The design speed established in City Standards shall continue to govern all geometric criteria, including stopping sight distance and intersection sight distance.

7.07 Approved Traffic Calming Features

The following features are approved for use on new local residential streets. Each will be designed to the corresponding City standard detail; dimensions are not restated in this policy.

- Traffic circle
- Curb extension (only at intersection or midblock choker)
- Median island narrowing or median island with plow friendly nose, delineators, and signage
- Speed table
- Raised crosswalk
- Raised intersection

Signing and pavement marking will conform to the MUTCD as adopted in Montana. Curb extensions and islands will not obstruct a storm drainage inlet; inlets will be relocated or redesigned as necessary.

Traffic circles are not permitted on proposed collector or arterial streets without written approval of the City Engineer.

7.08 Emergency Access and Winter Maintenance

A feature designed to the applicable City standard detail is presumed to accommodate emergency apparatus, and no further analysis is required. Swept-path analysis is required only for a traffic circle for the Kalispell Fire Department reference apparatus. The analysis will be submitted to Public Works and the Fire Chief with the final engineering design.

Every raised feature and every curb extension or island nose will be delineated with object markers or flexible delineators, with plow friendly noses per the City Standards so that it is identifiable to plow operators under snow cover. Vertical deflection features will not be placed on a grade exceeding 6 percent.

7.09 Alternative Design

The City Engineer may approve an alternative to any requirement of this chapter where the design engineer demonstrates in writing that the alternative achieves an equivalent or superior speed and safety outcome and does not compromise emergency access. Alternatives must meet the deviation request requirements as indicated in the City Standards. Approval will be documented in the project file.

7.10 Submittal Requirements

Preliminary Plat or Concept Plan. A schematic identifying each local street segment, the location of every speed control point, the spacing between them, the location of any pedestrian generator under Section 7.05, and the proposed feature types.

Final Engineering Design. Construction drawings for all features, the swept-path analysis required by Section 7.08 if applicable, plow friendly features, drainage analysis, and the signing and marking plan.

Public Works engineering staff will review all submittals. The City Engineer may require third party review of traffic calming design for a development exceeding 50 lots or generating more than 500 average daily trips, at developer cost.

7.11 Basis and Sources

Speed control point spacing and definition (Section 7.04): adapted from Flagstaff, Arizona, City Code § 13-10-002-0001(E), which requires traffic calming in all new residential street designs and sets a maximum of 660 feet between speed control points, defined as a full-stop design condition or a horizontal curve of radius ≤ 300 feet with a minimum 30-degree delta.
<https://www.codepublishing.com/AZ/Flagstaff/html/Flagstaff13/Flagstaff1310002.html>

Length-based trigger concept: Billings, Montana, BMCC § 23-405.A.7, adopted by Ordinance 24-5896, requiring traffic calming in the design where block lengths exceed 500 feet, supported by an ITE-based definition of traffic calming at § 23-201 and by traffic calming as a required element of the short-form traffic analysis at § 23-406.B.4.
<https://www.billingsmt.gov/DocumentCenter/View/52866/ORD-24-5896-Amending-BMCC-23-100-to-23-1100-Subdivision-Regulations-PDF>

Structure (device criteria by reference to standard details rather than narrative dimensions): Larimer County Urban Area Street Standards, Chapter 18, § 18.1.2 and § 18.3, adopted by Larimer County and the Cities of Fort Collins and Loveland.
https://www.larimer.gov/sites/default/files/uploads/2020/ch18_proposed_revisions.pdf

Device selection and performance: FHWA Traffic Calming ePrimer.

Geometric criteria referenced, not restated: AASHTO, A Policy on Geometric Design of Highways and Streets; MUTCD as adopted in Montana.

8 Funding of Traffic Calming Improvements

Traffic calming improvements require capital investment. Because the City's fuel tax apportionment is fully committed to the street maintenance and pavement preservation program, and STPU funds are limited to the designated Urban Highway System, the City of Kalispell must rely on alternative funding mechanisms for traffic calming capital work. The following funding sources may be used individually or in combination, depending on project eligibility, location, and community support.

8.01 Special Improvement District (SID)

A Special Improvement District (SID) is the primary local funding mechanism for traffic calming improvements that do not qualify for grants or other City funding, consistent with Montana Code Annotated (MCA) Title 7, Chapter 12, Parts 41 and 42. Under a SID, the cost of improvements is assessed against properties within the district that benefit from the improvements.

- 1 SID bonds are issued by the City. The requestor is responsible for the costs of district formation, including retaining a consultant to propose the assessment strategy, verify construction costs, and secure final engineering services if necessary. Those costs shall be included in the amount assessed against the district.
- 2 The requestor shall submit a petition for SID to the City Clerk along with applicable filing fees. A petition under 7-12-4102, MCA, initiates the request; the district is created by Council resolution of intention under 7-12-4104, MCA, and proceedings are barred for six months if owners of property to be assessed for more than 50 percent of the cost of the proposed work protest under 7-12-4113, MCA.
- 3 If consultant services are required, those costs shall be incorporated in the project cost and paid through the SID or other selected funding mechanism.
- 4 City Council must approve the formation of the SID prior to project bidding.

8.01.A SID Revolving Fund and Low-Interest Loan Program

To reduce the financial burden on property owners within a SID and to lower the overall cost of borrowing, the City may utilize the Montana Board of Investments (MBOI) SID Revolving Loan Program as the financing mechanism in lieu of or in combination with conventional bond issuance. Under this program, the City borrows funds from the MBOI at a below-market interest rate and re-lends those proceeds to the SID to finance the cost of improvements. The lower borrowing rate is passed through to the assessed property owners, reducing the annual assessment compared to what would be required to service conventionally issued bonds.

The MBOI Revolving Loan Program is administered through the Montana Department of Commerce and is available to cities, counties, and other local governments for qualified public improvement projects. Loan terms typically extend up to fifteen years, and interest rates are set by the MBOI based on prevailing market conditions at the time of application. The City Finance Director will determine, in consultation with the City Attorney and bond counsel, whether the Revolving Loan Program or conventional bond issuance provides the most favorable terms for a given project prior to initiating SID formation proceedings.

Property owners within the district repay their proportionate share of the loan through annual assessments levied against their property, consistent with the assessment methodology established at SID formation. Assessments may be paid in full at any time without penalty, and early payoff reduces the outstanding loan balance accordingly.

8.02 Street Maintenance District Improvements (MCA 7-12-4405)

The City may utilize the Street Maintenance District improvement authority pursuant to MCA Title 7, Chapter 12, Part 44 to fund qualifying traffic calming improvements within the City's existing Special Maintenance District No. 1.

8.02.A Background and Existing Authority

Ordinance No. 1475 established the City's Special Maintenance District No. 1 for the purpose of maintaining streets, avenues, alleys, public roads, traffic signs, traffic signals, and related street facilities within the City. The City annually levies an assessment against properties within the District to fund these activities. Historically, this authority has been used for ongoing maintenance. Larger improvements have required Tax Increment Financing, grants, or formation of a separate SID.

MCA § 7-12-4405 provides additional authority beyond routine maintenance, authorizing cities and towns to prepare and improve streets, avenues, and alleys within an established maintenance district where the improvements provide a durable and continuing benefit. MCA § 7-12-4428 authorizes the assessment of costs associated with such improvements against properties within the district using the assessment methods provided by MCA §§ 7-12-4421 and 7-12-4422. Examples identified in state law include installation of new traffic signs, new curb and gutter construction, and widening of existing streets. This authority is not limited to those examples and may be used for other qualifying street improvements that provide a durable and continuing benefit.

8.03 General Fund Budget

The City Council may, through the annual budget process, appropriate General Fund or other non-restricted funds to support high-priority traffic calming projects. CIP funding may be appropriate in the following circumstances:

- 1 Projects near schools, parks, or on high-injury corridors identified through crash analysis.
- 2 Projects where a documented safety hazard exists and SID formation is not feasible (e.g., high proportion of renters or low owner-occupancy rates that would prevent reaching the signature threshold).
- 3 Projects serving as grant match requirements for federally funded programs.

8.04 Federal and State Grants

8.04.A Highway Safety Improvement Program (HSIP)

HSIP is a core federal-aid program administered by the Montana Department of Transportation (MDT) with the purpose of achieving a significant reduction in fatalities and serious injuries on all public roads. Traffic calming projects with documented crash histories on qualifying roadways may be eligible. Projects are evaluated using data-driven safety analysis. Applications are submitted to MDT and must meet benefit-cost thresholds. A local match may be required depending on project type.

8.04.B Transportation Alternatives (TA) Program

The TA Program provides a set-aside from the federal Surface Transportation Program (STP) for projects that expand transportation options, including multimodal and pedestrian safety improvements. The local match is 13.42%, consistent with MDT's standard federal-aid participation rate of 86.58% for this program. Projects must be identified through local planning processes and approved by the Montana Transportation Commission.

8.04.C Community Development Block Grants (CDBG) and Other Safety Grants

Where traffic calming improvements occur in lower-income areas or serve vulnerable populations, CDBG funds administered through the Montana Department of Commerce may be applicable. The City shall also monitor National Highway Traffic Safety Administration (NHTSA) and other state and federal grant programs for eligible opportunities.

8.05 Tax Increment Financing (TIF)

Within the boundaries of Kalispell's active Urban Renewal Districts, Tax Increment Financing (TIF) revenues may be used to fund eligible public infrastructure improvements, which can include traffic calming measures consistent with the applicable Urban Renewal Plan. TIF funds are subject to Urban Renewal Agency (URA) review and City Council approval. Expenditures must remain within the TIF district boundary and align with the goals of the Urban Renewal Plan.

8.06 Developer-Constructed Traffic Calming

Where new development generates traffic impacts on adjacent or nearby streets, the City may require the developer to construct traffic calming measures as a condition of subdivision plat approval, site plan approval, or annexation agreement. Constructed improvements become City infrastructure upon acceptance and are subject to the warranty and inspection requirements of the City's Standards for Design and Construction.

8.07 Development Agreements

Where the traffic impacts of new development contribute to the need for off-site traffic calming improvements that cannot reasonably be constructed as a condition of development approval, the City may require a proportionate financial contribution through a Development Agreement negotiated between the City and the developer pursuant to MCA § 76-1-501.

8.08 Transportation Impact Fees

Where an adopted Transportation Impact Fee program identifies traffic calming improvements as eligible capital facilities, the City may collect impact fees from new development pursuant to MCA § 7-6-1601 et seq. Installations using these funds **must** be growth related.

DRAFT

8.09 Funding Summary Table

The following table summarizes eligible funding sources for traffic calming improvements:

Funding Source	Origin / Administrator	Eligible Uses	Requirements
Special Improvement District (SID)	Benefiting property owners	Capital construction and SID creation costs not covered by grants	Resident petition; City Council formation; bond issuance
Federal HSIP Grant (MDT administered)	Montana Dept. of Transportation via FHWA	Safety projects with documented crash history on qualifying roadways	Application to MDT; data-driven crash analysis required; local match may apply
Transportation Alternatives (TA) Program	MDT / Federal set-aside from STP	Multimodal and pedestrian improvements on eligible routes	Competitive application; local match typically 13.5%
General Fund	City General Fund / annual budget appropriation	High-priority projects citywide	Included in annual budget process; City Council approval required
Street Maintenance District	Citywide property assessment under MCA § 7-12-4401 et seq.	Construction of traffic improvements with amendment to current ordinance	District formation by ordinance; annual assessment resolution; written benefit finding; City Council approval
Tax Increment Financing (TIF)	Urban Renewal District increment revenues	Projects within active TIF district boundaries only	Urban Renewal Agency review and City Council approval
Developer-Constructed Improvements	Developer contribution	Traffic calming required by development traffic impacts on adjacent or nearby streets	Identified at development review; condition of plat, site plan, or annexation approval; subject to City design standards and warranty requirements
Development Agreement	Developer cash contribution negotiated with City	Off-site traffic calming improvements proportionate to development traffic impacts	Negotiated pursuant to MCA § 76-1-501; funds held in dedicated account; expended only on identified improvements
Transportation Impact Fees	Developer fee assessed at building permit	Capital traffic calming improvements in adopted impact fee capital improvements plan	Requires adopted impact fee program under MCA § 7-6-1601 et seq.; nexus and proportionality required; may not be used for maintenance or existing deficiencies
Community Safety Grants (CDBG / NHTSA)	Federal / state competitive grants	Safety-focused projects; may target school zones, high-injury corridors, or lower-income areas	Annual competitive application process; eligibility varies by program

Note: Gas Tax / State Urban Funds (STPU) are NOT available for traffic calming capital improvements. These funds are designated for street maintenance and operations only.

8.10 Funding Options For Existing Streets

[Placeholder - This section to be developed following Council input – known funding options are provided for Council review and input.]

- Grant Eligibility: Public Works will evaluate the project for grant eligibility (HSIP, TA, CDBG). If eligible, a grant application shall be prepared by the Community Development Manager or Public Works staff.
- TIF Eligibility: Public Works will work with Development Services to determine whether the project is in an active TIF district and whether the project is consistent with the Urban Renewal Plan.
- General Fund: Public Works will evaluate whether the project meets eligibility criteria (safety, proximity to school, feasibility of SID). If so, a funding request will be prepared for Council consideration.
- Street Maintenance/Improvement District: If amended, Public Works will determine whether the project lies within an established street maintenance district and qualifies as a durable and continuing improvement under 7-12-4405, MCA.
- SID Formation: If no other funding is available or if the full cost of the project cannot be covered, the remainder will be funding through creation of an SID.

9 Procedure

9.01 Determination of Qualifying Projects

9.01.A Requests for Review

Requests for traffic calming reviews may be initiated by city residents, business owners, Homeowner Associations (HOAs), Property Owner Associations (POAs), or school superintendents. Requests will be received by the Department of Public Works and logged with a description of the concern and contact information for the requestor. Public Works administration will notify engineering staff of new requests as they are received and logged.

9.01.B Initial Review

Public Works engineering staff will complete cursory reviews of traffic requests to determine if they are a viable project. Initial review will assess whether the requested corridor is a city street, recently evaluated, and has a plausible volume.

9.01.C Data Collection

The Traffic Signs and Signals (TSS) division will collect required data as appropriate. The responsible engineer will review crash history, conduct a field visit, and collect site information, measurements, and photo documentation. Engineering staff will also review road classification, existing signage, previous traffic counts, previous studies, City design standards, and applicable recommendations from the Transportation Facility Plan.

9.01.D Analysis, Reporting, and Rubric Score

The responsible engineer will compile and analyze traffic data in accordance with the applicable MUTCD warrants for traffic control devices. The rubric shall be completed based on the collected data and a total score tabulated. A technical memorandum will document findings and provide recommendations, including, but not limited to:

- 1 Do nothing – road is functioning as designed.
- 2 Install Standard Traffic Controls.
- 3 Evaluation and prioritization for Traffic Calming (speed issues warranted).

9.01.E Minimum Thresholds to Initiate a Traffic Calming Study

The following criteria must be satisfied to proceed with a traffic calming study:

- 1 All warranted standard traffic control devices have been installed for a minimum of one year without significant changes in driver behavior; **AND**
- 2 Average Annual Daily Traffic (AADT) is greater than 1,000 and less than 5,000 vehicles per day; **AND ONE OF THE FOLLOWING**
 - 3.1 A documented collision pattern (bike, pedestrian, or motor vehicle) has been identified in the past 5 years **OR**
 - 3.2 The 85th percentile speed exceeds the posted or statutory speed limit by more than 5 mph on local streets, or more than 10 mph on minor arterials, major collectors, or minor collectors; **OR**
 - 3.3 5% of total recorded traffic volume exceeds the speed limit by 10 mph on local streets or 15 mph on minor arterials, major collectors, or minor collectors.

9.01.F Criteria for Non-Threshold Installs – Low Volume Local Streets

A location that satisfies the standard traffic control criterion and demonstrates a documented crash or speed condition under Section 9.01.E, but does not meet the minimum average annual daily traffic volume, does not qualify for City-funded traffic calming. The volume threshold reflects the point at which permanent construction represents a reasonable use of limited public funds, and City resources are directed first to the locations that meet it. The City recognizes that a demonstrated speed or crash condition on a low-volume street remains a legitimate concern to the residents of that street. Such a location may advance as a non-threshold project, funded entirely from sources other than the City.

9.02 Process for Qualifying Projects

9.02.A Local Area Support

Upon qualification, a technical memorandum of findings will be provided to the original requestor, along with benefited property owners. A minimum of two-thirds (67%) of all property owners on the provided list must sign in favor of proceeding with engineering analysis of appropriate traffic calming solutions. Signatures of renters or tenants will not count toward the two-thirds requirement. The requestor is responsible for soliciting signatures on the provided form. As an alternative to individual signatures, the City may accept a letter of support from a homeowners association or property owners association president whose boundaries encompass the full subject area.

9.02.B Preliminary Engineering

When minimum local area support has been documented, the project will be queued for Preliminary Engineering Design. The Preliminary Engineering Design will evaluate conditions pertinent to the study area including, but not limited to, appropriateness of solutions for the street classification, existing pedestrian features, school bus and pedestrian traffic, local services, emergency traffic, street maintenance, storm drainage, and sight distances. Preliminary cost estimates may be developed for up to three proposed alternatives.

9.02.C Neighborhood Meeting

A neighborhood meeting will be scheduled with the requestor. Public Works staff, school bus management staff, and emergency personnel will be invited, along with benefited property owners. The purpose of the meeting is to present the proposed alternatives and select a preferred alternative. Two-thirds of attending property owners, the Public Works Director, the Police Chief, and the Fire Chief, or their respective designees, must all support the preferred alternative (documented by signature) to advance to final engineering design.

9.02.D Funding Determination

After consensus is documented on the preferred alternative, Public Works will initiate the funding determination process. No project will proceed to Final Engineering Design until an approved funding source has been secured. If a SID is required in whole or in part, the SID petition must be submitted and approved by City Council before proceeding with final design.

9.02.E Non-Threshold Installations

Non-threshold projects follow the same technical process as qualifying projects. They require the local area support described in Section 9.02.A, a design prepared to City standards and approved by the City Engineer, and the concurrence of the Public Works Director, Police Chief, and Fire Chief. They are not scored under Appendix D and do not enter the priority queue, because they do not draw on City funds.

The most common funding mechanism for a non-threshold project is a special improvement district formed under Title 7, Chapter 12, MCA, through which the benefited property owners finance the improvement by assessment. Property owners may also pursue private funding, a contribution from a homeowners or property owners association, or an outside grant. City staff will provide the traffic data, crash records, and technical documentation already collected for the location, and will review and approve the resulting design, but will not prepare, submit, or administer a funding or grant application on behalf of a non-threshold project.

9.03 Final Engineering Design

Final Engineering Design shall be completed once funding is secured. Depending on project scope, staff availability, and priorities, Public Works may offer Final Engineering Design services. If Final Engineering Design services are not available in-house, the requestor or their consultant shall secure Final Engineering Design services, with the final design submitted to Public Works for review and approval. The SID (if applicable) must be finalized and approved by City Council and the Final Engineering Design approved prior to bidding.

10 Construction and Post-Construction

10.01 Construction

Construction will be completed consistent with City of Kalispell procurement requirements.

10.02 Post-Construction Responsibilities

Following successful completion, the City of Kalispell Public Works Department shall take ownership of the final work product and shall be responsible for all maintenance costs directly associated with the Traffic Calming Measure within City right-of-way. Adjacent property owners will continue to be responsible for items addressed in Municipal Code, including sidewalk maintenance and snow removal, weed control, and boulevard care.

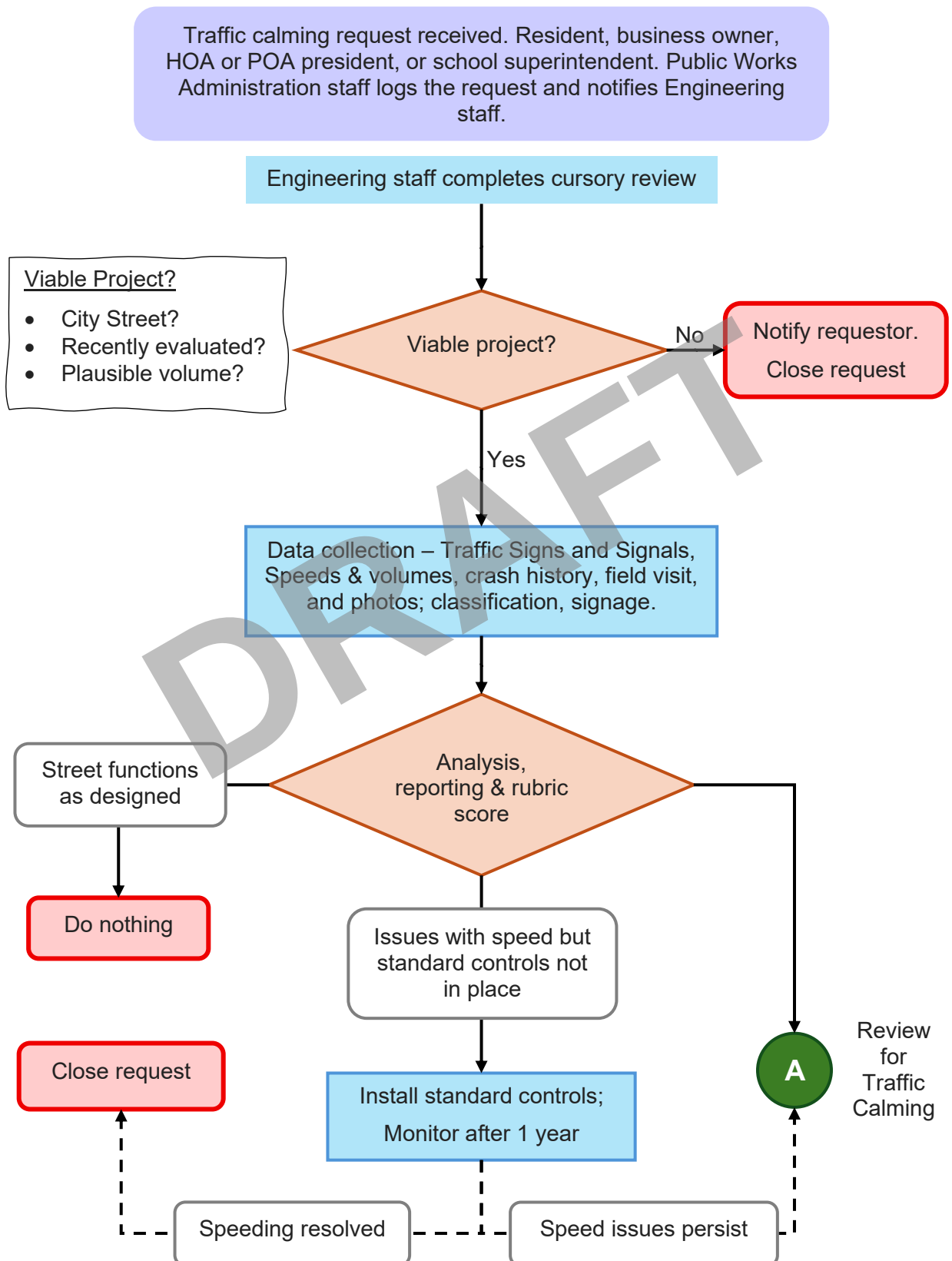
Where a traffic calming measure incorporates landscaping, decorative surfacing, irrigation, or other non-structural amenities beyond the standard City detail, the City will require a written maintenance agreement with the adjacent property owners, a homeowner's association, or a property owners association as a condition of approval. In absence of such agreement, Public Works will require a standard low-maintenance detail.

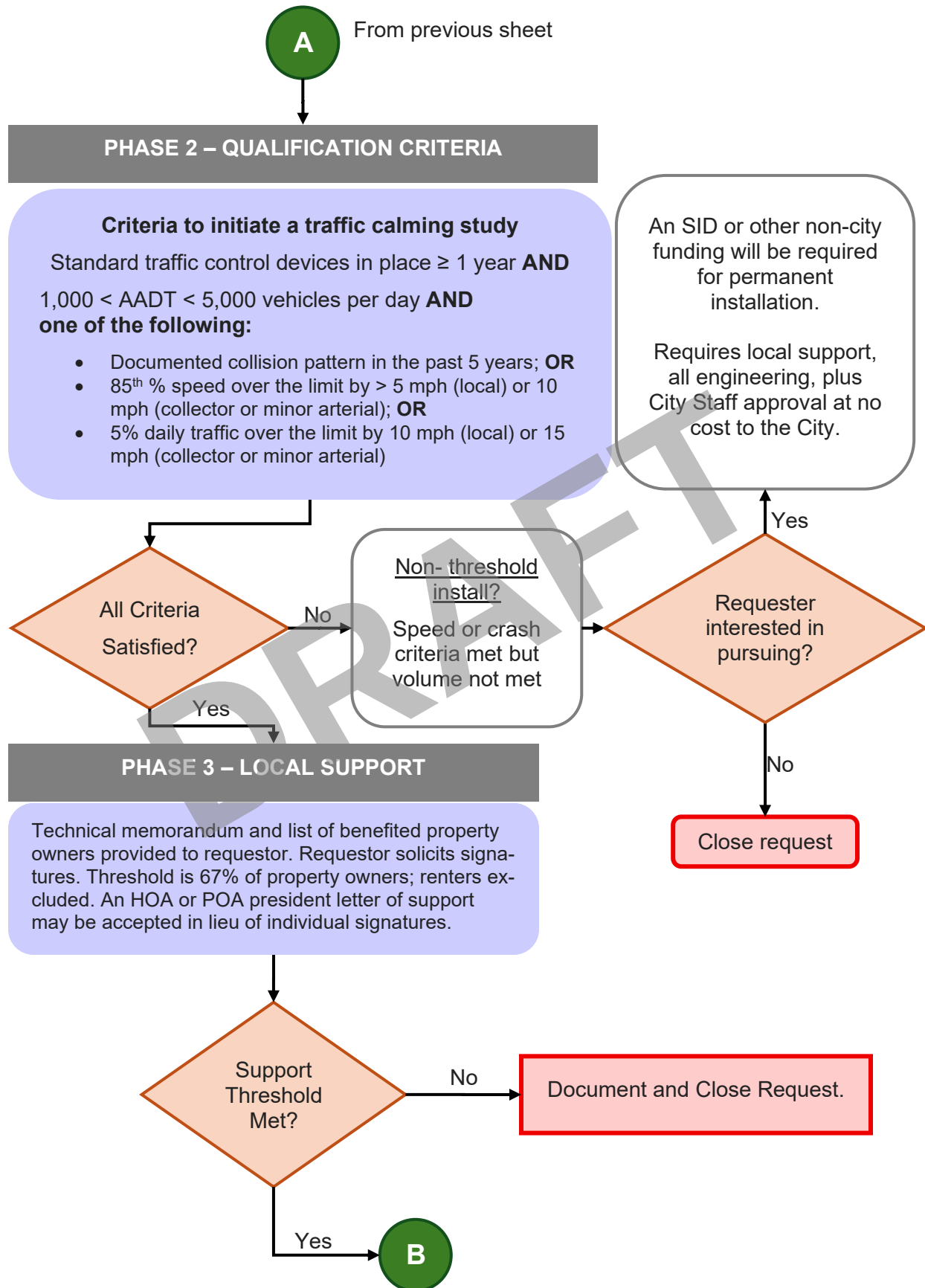
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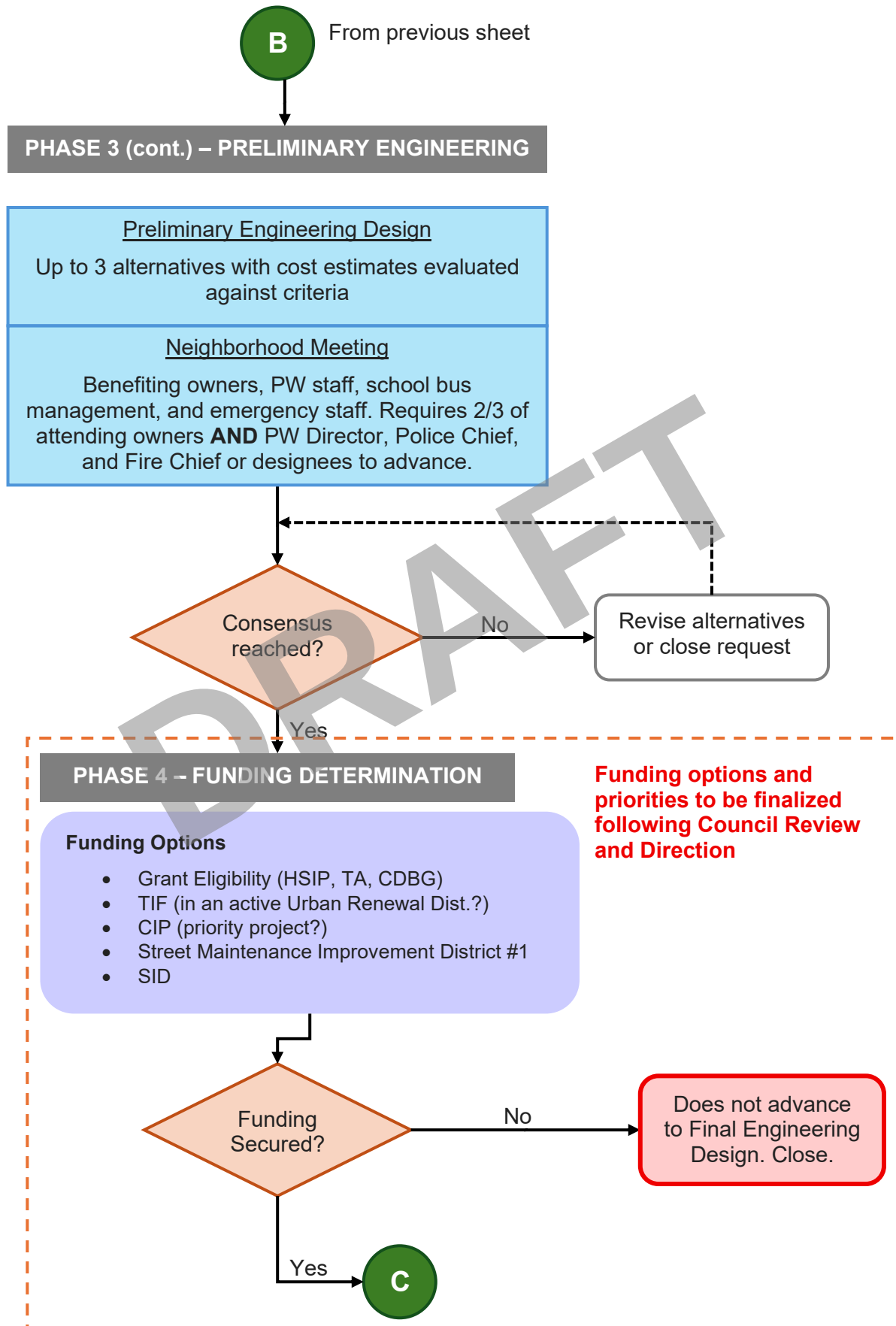
Appendix A — Traffic Calming Procedure Flow Chart

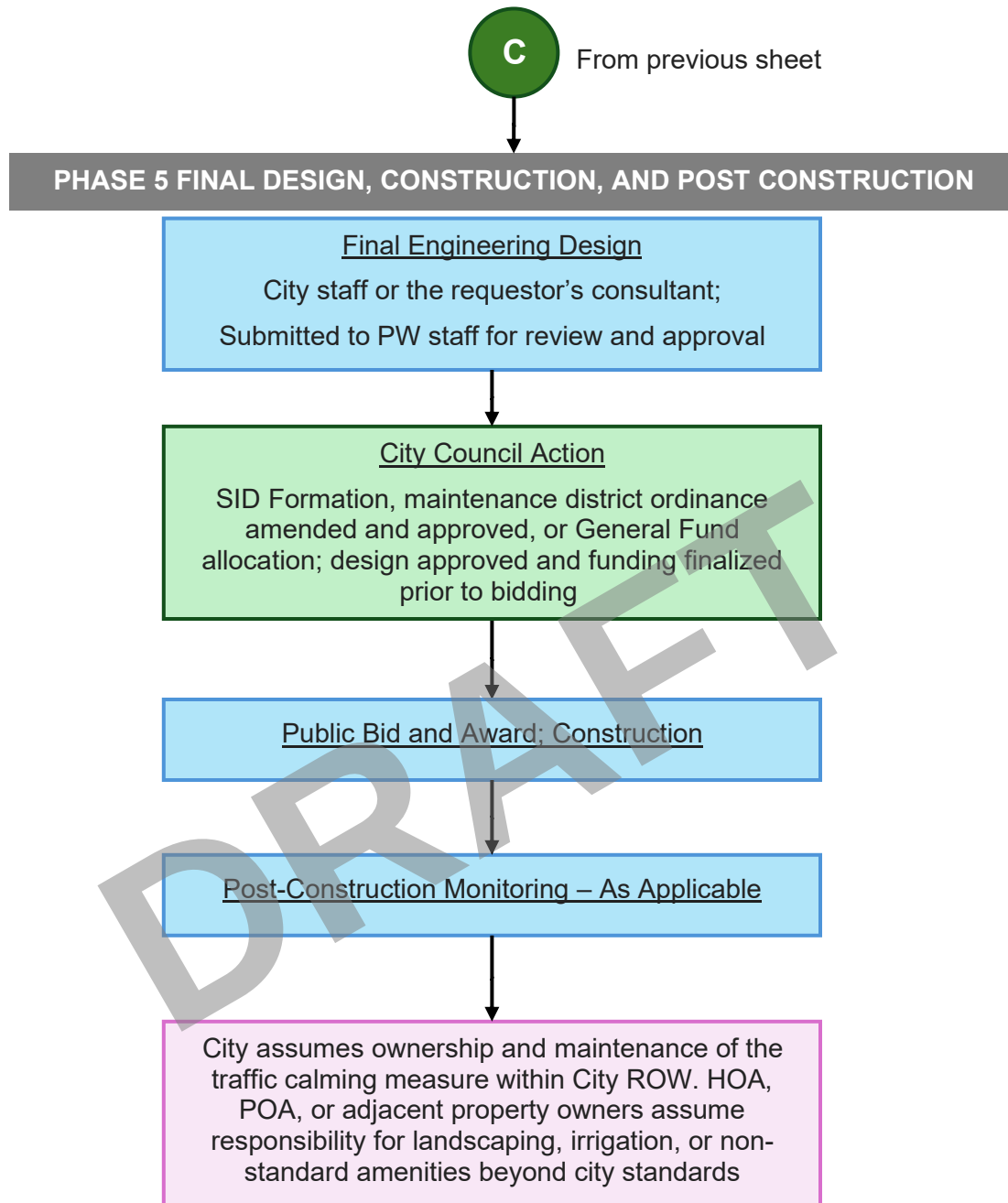
The following sheets summarize the traffic calming procedure established in this policy, from receipt of a request through post-construction monitoring and the City's assumption of maintenance. Section references on the sheets correspond to the sections of this policy. Decision points are shown as diamonds, dashed connectors indicate optional or conditional paths, and lettered circles are off-sheet connectors.

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PHASE 1 – REQUEST AND INITIAL REVIEW







Appendix B — Example Ordinance: Improvements Within a Street Maintenance District

Section 8.02 of this policy identifies improvements within an established street maintenance district as a funding mechanism for traffic calming. Section 7-12-4405(1)(a), MCA, requires that the City Council provide by ordinance the method or methods of doing the work. The example below illustrates the form and the statutory content of such an ordinance.

This is an example only. It is not a legal opinion, has not been reviewed for adoption, and does not substitute for review by the City Attorney, who shall prepare and approve the ordinance for any specific project and shall verify all statutory citations, notice requirements, and the effective date provision at the time of adoption. Bracketed items must be completed with project-specific information.

B.1 Statutory Prerequisites

Before this ordinance may be used, each of the following must be satisfied:

- 1 The improvements must lie within an established street maintenance district created under 7-12-4401 and 7-12-4402, MCA. This authority does not create a district and does not reach improvements outside one.
- 2 The improvements must be of a durable and continuing benefit to property within the district, as required by 7-12-4405(1)(a), MCA. The benefit finding should be supported by the technical memorandum prepared under Section 9.01 of this policy.
- 3 The City Clerk must publish notice of the introduction of the proposed ordinance and of the time at which it will be up for final adoption, as required by 7-12-4406, MCA, in the manner provided by 7-1-4127, MCA.
- 4 At least twelve (12) days must elapse between the day the ordinance is introduced and the day final action is taken, as required by 7-12-4405(3), MCA.
- 5 No further action may be taken on the proposed district for one year if written protest is filed under 7-12-4407, MCA, by owners representing not less than 50 percent of the taxable valuation of property within the district, by not less than 50 percent of the owners of property within the district, or by owners representing not less than 50 percent of the total projected assessments.
- 6 Costs assessed against district property must be assessed by one of the methods in 7-12-4422, MCA, as authorized for improvements by 7-12-4421 and 7-12-4428, MCA, and levied by resolution after notice and hearing under 7-12-4425 through 7-12-4427, MCA.

B.2 Example Ordinance

CITY OF KALISPELL, MONTANA

ORDINANCE NO. []

AN ORDINANCE AMENDING ORDINANCE NO. 1475 RELATING TO SPECIAL MAINTENANCE DISTRICT NO. 1 (STREETS); EXPRESSLY AUTHORIZING STREET IMPROVEMENTS WITHIN THE DISTRICT PURSUANT TO TITLE 7, CHAPTER 12, PART 44, MONTANA CODE ANNOTATED; PROVIDING METHODS FOR PERFORMING SUCH IMPROVEMENTS; AUTHORIZING THE ASSESSMENT OF COSTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Kalispell previously established Special Maintenance District No. 1 pursuant to Ordinance No. 1475 for the purpose of providing for the maintenance of streets, avenues, alleys, public roads, traffic signs, traffic signals, and related street facilities within the City; and

WHEREAS, the City annually determines the costs associated with Special Maintenance District No. 1 and levies assessments against benefited lots and parcels within the District pursuant to Ordinance No. 1475 and applicable provisions of Montana law; and

WHEREAS, Section 7-12-4401, Montana Code Annotated, authorizes cities and towns to establish street maintenance districts and defines the maintenance activities that may be performed through such districts; and

WHEREAS, Section 7-12-4405, Montana Code Annotated, further authorizes cities and towns to prepare and improve streets, avenues, and alleys within established maintenance districts so that the maintenance will be of a durable and continuing benefit and requires the City Council to provide by ordinance the method or methods of performing such work and improvements; and

WHEREAS, improvements authorized pursuant to Section 7-12-4405, MCA, include, but are not limited to, the installation of traffic signs, new curb and gutter construction, widening of existing streets, and other improvements that meet the requirements of said statute; and

WHEREAS, Section 7-12-4428, MCA, authorizes a city to assess the costs of work, improvements, and maintenance of improvements authorized by Section 7-12-4405 against property within a maintenance district in accordance with the assessment methods provided by Montana law; and

WHEREAS, the City Council finds it appropriate and in the public interest to expressly include qualifying street improvements as an authorized purpose of Special Maintenance District No. 1 while retaining the existing purpose, boundaries, and assessment structure of the District except as otherwise specifically provided by ordinance or resolution of the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KALISPELL, MONTANA, AS FOLLOWS:

SECTION 1. AUTHORITY FOR MAINTENANCE AND IMPROVEMENTS.

Ordinance No. 1475 is hereby amended to provide that streets, avenues, alleys, public roads, and related street facilities located within Special Maintenance District No. 1 may be maintained as “maintenance” is defined and authorized pursuant to Section 7-12-4401, MCA, and streets, avenues, and alleys within the District may be improved as authorized pursuant to Section 7-12-4405, MCA.

Improvements undertaken pursuant to this Ordinance shall be improvements that provide a durable and continuing benefit as contemplated by Section 7-12-4405, MCA.

For purposes of this Ordinance, authorized improvements include, but are not limited to:

1. Installation of new traffic signs and related traffic-control improvements;
2. New curb and gutter construction;
3. Widening of existing streets; and
4. Other improvements to streets, avenues, or alleys that the City Council determines are authorized pursuant to Section 7-12-4405, MCA, and provide a durable and continuing benefit.

Nothing in this Section shall limit or modify maintenance activities otherwise authorized under Section 7-12-4401, MCA, or Ordinance No. 1475.

SECTION 2. METHOD OF PERFORMING MAINTENANCE AND IMPROVEMENTS.

Maintenance and improvements authorized within Special Maintenance District No. 1 may be performed:

1. By contract;
2. By forces employed by the City of Kalispell; or
3. By any combination of contract work and City forces,

as determined appropriate by the City Council and in accordance with applicable procurement requirements and Montana law.

The City Council may authorize individual improvement projects through the annual budget, Capital Improvement Program, resolution, contract award, or other appropriate Council action.

SECTION 3. ASSESSMENT OF COSTS.

The costs and expenses associated with maintenance, improvements, and maintenance of improvements within Special Maintenance District No. 1 may be assessed against lots or parcels of land within the District as authorized by Title 7, Chapter 12, Part 44, Montana Code Annotated.

Costs of improvements and maintenance of improvements authorized pursuant to Section 7-12-4405, MCA, may be assessed pursuant to Section 7-12-4428, MCA, using one or more of the assessment methods authorized by Sections 7-12-4421 and 7-12-4422, MCA.

The City Council shall determine the amount and method of assessment through the applicable annual assessment resolution.

Nothing in this Ordinance shall require that the entire cost of an improvement be paid by assessment. The City Council may apply grants, state or federal funds, General Fund revenues, impact fees when legally eligible, or other lawful funding sources toward an improvement and assess only the remaining eligible cost to Special Maintenance District No. 1.

SECTION 4. ANNUAL COST ESTIMATE AND ASSESSMENT.

The annual estimate of costs for Special Maintenance District No. 1 may include:

1. Costs of maintenance authorized pursuant to Section 7-12-4401, MCA;
2. Costs of improvements authorized pursuant to Section 7-12-4405, MCA;
3. Costs associated with maintaining improvements constructed pursuant to Section 7-12-4405, MCA;
4. Engineering, design, construction administration, inspection, and other costs lawfully attributable to an authorized improvement; and
5. Annual payments associated with lawful financing of authorized improvements.

The City Council shall annually establish assessments for Special Maintenance District No. 1 by resolution and following the notice and hearing requirements applicable under Montana law.

SECTION 5. EXISTING DISTRICT AND ASSESSMENT PROVISIONS PRESERVED.

Except as expressly amended herein, Ordinance No. 1475 shall remain unchanged and in full force and effect.

Nothing contained herein is intended to dissolve, recreate, or alter the existing boundaries of Special Maintenance District No. 1.

Existing classifications, exemptions, assessment methodologies, and other provisions established pursuant to Ordinance No. 1475 shall remain in effect unless separately amended by ordinance or resolution as authorized by law.

SECTION 6. COMPLIANCE WITH STATE LAW.

All maintenance, improvements, assessments, notices, hearings, protests, financing, and other actions undertaken pursuant to Ordinance No. 1475, as amended herein, shall comply with Title 7, Chapter 12, Part 44, Montana Code Annotated, as amended.

The City Clerk shall provide all notices required by Section 7-12-4406, MCA, associated with the introduction and proposed final adoption of this Ordinance.

At least twelve (12) days shall elapse between introduction of this Ordinance and final action by the City Council as required by Section 7-12-4405, MCA

SECTION 7. SEVERABILITY.

If any provision of this Ordinance, or the application thereof to any person or circumstance, is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that may be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared severable.

SECTION 8. REPEALER.

All ordinances, resolutions, and provisions of the Kalispell City Code in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9. EFFECTIVE DATE.

This Ordinance shall take effect thirty (30) days following passage and approval on second reading as provided by law.

PASSED AND APPROVED BY THE CITY COUNCIL AND SIGNED BY THE MAYOR OF THE CITY OF KALISPELL, MONTANA, ON FIRST READING THIS ____ DAY OF _____, 2026.

PASSED, ADOPTED AND APPROVED ON SECOND READING THIS ____ DAY OF _____, 2026.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Appendix C — Recommended Amendments to the City Standards and Subdivision Regulations

This policy is reactive. It establishes how the City responds to a traffic calming request on an existing street. It does not, by itself, govern the design of new streets, where the opportunity to avoid a future traffic calming request is greatest and the cost of doing so is lowest. Retrofitting a constructed street is materially more expensive than designing it correctly, and the cost of the retrofit falls on the City or on the adjacent property owners rather than on the developer whose design created the condition.

Chapter 7 of this policy states the design direction. This appendix carries the operative language necessary to give that direction effect. Amendments to the Standards for Design and Construction and to the Subdivision Regulations require separate Council action and are not adopted by approval of this policy.

C.1 Documents Affected

- 1 Standards for Design and Construction (June 27, 2022), Chapter 9, Transportation System — Section 9.1.1 (Governing Documents), Section 9.1.4 (Traffic Calming), Section 9.1.17 (Traffic Calming Devices), Section 9.1.2 (Traffic Impact Study), and Table 8 (Road Design Standards for Streets).
- 2 Subdivision Regulations, Chapter 28, Article 3 — Section 28.03.14M (Streets and Roads, Design Standards) as amended by Ordinance 1951 on May 4, 2026; Section 28.03.14S (Transportation Impact Study); and Section 28.03.12A.2 (Block Length).

Section 9.1.1 of the Standards provides that roadway systems shall be designed in accordance with the Standards, the MUTCD, the Move 2040 Transportation Plan, the Subdivision Regulations, and the AASHTO Green Book, and that any conflicts or differences among those documents are resolved in favor of the Standards.

C.2 Basis for Amendment

Section 9.1.4 of the Standards currently provides, in full:

- 9.1.4.1 Traffic calming devices should only be considered for installation when a known issue with speeding has been identified by CK PWD and has been supported by engineering traffic review.*
- 9.1.4.2 Traffic calming devices may not be installed in new developments. Transportation facilities in new developments should be appropriately designed to accommodate minimum design speeds.*

Section 28.03.14M of the Subdivision Regulations provides that traffic calming techniques shall be incorporated into subdivisions when determined to be necessary to achieve enhanced pedestrian safety and improved design, and lists seven such techniques including bulb-outs, speed humps, raised pedestrian crossings, center islands, and roundabouts.

The Standards prohibit installation of traffic calming devices in new developments; the Subdivision Regulations require their incorporation into subdivisions under stated conditions. The Subdivision Regulations were amended by Ordinance 1951 on May 4, 2026, four years after the Standards were last updated, and the conflict appears to be unintended.

C.3 Amendment No. 1 – Standards Section 9.1.1, Governing Documents

Retain the existing text of Section 9.1.1.A in its entirety. Renumber existing sections 9.1.1.B and C to E and F.

9.1.1.B Reference Publications. The following are recognized as reference publications and may be used to inform design where the documents listed in Section 9.1.1.A do not address a condition: the NACTO, *Urban Street Design Guide*; the NACTO, *City Limits: Setting Safe Speed Limits on Urban Streets*; the ITE, *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*, and its 2017 supplement; and the FHWA, *Traffic Calming ePrimer*. A reference publication is not a governing document. Where a reference publication conflicts with the MUTCD, the AASHTO Policy on Geometric Design of Highways and Streets, the Subdivision Regulations, or these Standards, the governing document controls.

9.1.1.C Derivation of standard details. A reference publication may serve as the basis for the development of a City standard detail. It does not itself constitute a standard detail and shall not be cited in lieu of one.

9.1.1.D Treatments not provided for in the MUTCD. Where a treatment drawn from a reference publication is a traffic control device not provided for in the MUTCD, it shall not be installed.

C.4 Amendment No. 2 — Standards Section 9.1.4, Traffic Calming

Existing text, recommended for deletion in its entirety:

~~9.1.4.A Traffic calming devices should only be considered for installation when a known issue with speeding has been identified by CK PWD and has been supported by engineering traffic review.~~

~~9.1.4.B Traffic calming devices may not be installed in new developments. Transportation facilities in new developments should be appropriately designed to accommodate minimum design speeds.~~

Recommended replacement text:

9.1.4.A Traffic calming on existing streets shall be evaluated and implemented in accordance with the CK Traffic Calming Policy. Installation on an existing street requires that an operational or safety issue has been identified by CK PWD and supported by engineering traffic review as provided in that policy.

9.1.4.B New streets; speed control point spacing. Traffic calming shall be incorporated into the design of all new streets. On a new street, the maximum length of roadway between speed control points shall be 500 feet. A speed control point is any one of the following:

- a. A physical road design condition requiring a driver to slow down or stop, consisting of the intersection of a local street with a collector or arterial (speed control point would be counted on the local street), or a T-intersection between two local streets (speed control would be counted on the branch street). Note: stop sign control at the intersection of two local streets does not constitute a speed control point.
- b. A horizontal curve with a centerline radius not exceeding 300 feet and a central angle of not less than 30 degrees.
- c. A traffic calming feature for which a standard detail has been adopted under Section 9.1.17.C, where the design engineer demonstrates that the conditions in subsections (a) and (b) cannot practicably be achieved through street layout.

9.1.4.C Pedestrian generators. Traffic calming shall be incorporated into the design of any new street segment that fronts, abuts, or provides the principal pedestrian route to a pedestrian generator, without regard to the spacing standard of Section 9.1.4.B. For purposes of this section, a pedestrian generator is a public park, playground, or dedicated common open space of one-half acre or more; a public or private school site or a designated school walk route crossing; a crossing of a public trail or shared use path; a transit stop; or a U.S. Postal Service cluster box unit or other centralized mail delivery installation serving six or more dwelling units. Within 300 feet of a pedestrian generator:

- a. The maximum length of roadway between speed control points shall be 300 feet.
- b. At least one traffic calming feature shall be located at, or within 100 feet of, the principal pedestrian crossing serving the generator.
- c. Where pedestrians approach the generator from both sides of the street, the crossing shall be marked and shall include either curb extensions on both approaches or a raised crosswalk, constructed in accordance with the applicable standard detail.
- d. A cluster box unit will be sited so that the parking and standing area it generates does not obstruct a crosswalk, a curb ramp, an intersection sight triangle, or a fire hydrant. Where a CBU serves lots on both sides of the street, the crossing requirement in subsection (c) shall apply.

9.1.4.D Performance. Street geometry and traffic calming features shall be designed collectively so that the anticipated 85th percentile operating speed does not exceed the design speed established in Table 8. On a street segment subject to Section 9.1.4.C (Pedestrian Generators), the target operating speed shall be 20 miles per hour. The design speed established in Table 8 shall continue to govern all geometric criteria, including stopping sight distance and intersection sight distance.

- 9.1.4.E Submittal. Traffic calming features required under Sections 9.1.4.B and 9.1.4.C shall be shown at schematic level on the preliminary plat or concept plan, together with the location of each speed control point, the spacing between speed control points, and the location of any pedestrian generator. The features shall be detailed in the final engineering design, and their cost shall be itemized in the engineer's opinion of probable construction cost.
- 9.1.4.F Alternative design. The City Engineer may approve an alternative to a requirement of this section where the design engineer demonstrates in writing that the alternative achieves an equivalent or superior speed and safety outcome and does not compromise emergency access. The approval shall be documented in the project file.
- 9.1.4.G State highway system. Nothing in this section authorizes installation of a traffic calming device within right-of-way under the jurisdiction of the Montana Department of Transportation without MDT approval.

C.5 Amendment No. 3 — Standards Section 9.1.17, Traffic Calming Devices

Existing text, recommended for deletion in its entirety:

~~9.1.17.1 Shall be recommended by a traffic study completed by a PTOE.~~

~~9.1.17.2 Shall not conflict with any operation and maintenance activities.~~

Recommended replacement text:

- 9.1.17.A Shall be supported by an engineering evaluation prepared and stamped by a professional engineer licensed in the State of Montana with demonstrated experience in traffic engineering. For a device proposed in new development, the transportation impact study required by Section 9.1.2 satisfies this requirement where it includes the traffic calming analysis required by Subdivision Regulations Section 28.03.14S. For a device proposed on an existing street, the technical memorandum prepared under Section 7.1 of the CK Traffic Calming Policy satisfies this requirement.
- 9.1.17.B Shall not conflict with any operation and maintenance activities. The standard detail for each device shall include a winter maintenance note addressing plow compatibility, snow storage, and whether signage, flexible delineator posts, or landscape elements remain visible above accumulated snow. Every raised device, and every curb extension or island nose, shall be delineated with object markers or flexible delineator posts so that it is identifiable to plow operators under snow cover.
- 9.1.17.C Shall be constructed in accordance with the standard detail adopted for that device. The devices for which standard details are adopted shall correspond to the measures listed in Section 7.07 of the CK Traffic Calming Policy. Device dimensions shall be established in the standard detail and are not restated in this section or in that policy.
- 9.1.17.D Only speed tables may be used as a Vertical deflection device on a primary or secondary emergency response route. Route designations shall be confirmed with the Fire Chief prior to preliminary engineering design.

9.1.17.E A device constructed in accordance with its adopted standard detail is presumed to accommodate emergency apparatus, and no further analysis is required. Swept-path analysis shall be required for a traffic circle for the largest apparatus in the Kalispell Fire Department fleet. The analysis shall be submitted to CK PWD and the Fire Chief with the final engineering design. Mountable aprons on traffic circles shall be concrete.

9.1.17.F Placement of vertical deflection devices shall observe minimum separation from intersections, continuity of surface drainage across the device, and a maximum street grade of 6 percent, as set forth in the applicable standard detail.

9.1.17.G A raised intersection shall provide inlet capacity upstream of the approach ramp on each approach gutter line.

C.6 Design Speed — No Amendment to Table 8 Required

Table 8 of the Standards already establishes a design speed of 25 miles per hour for local streets and minor collectors, 35 miles per hour for major collectors, and a design speed as approved by the City Engineer for minor arterials. It also sets a minimum pavement width of 28 feet and a minimum right-of-way of 60 feet for local streets, consistent with Table 1 of Subdivision Regulations Section 28.03.14.

No amendment to Table 8 is recommended. The 25 mile per hour local design speed is already aligned with the statutory speed limit, which is the alignment this policy seeks. What is missing is not the design speed but the requirement that the completed street perform at it, which proposed Section 9.1.4.D supplies.

C.7 New Standard Details

Standard details are recommended for the following measures listed in Section 7.07 of this policy:

- Traffic circle
- Curb extension, corner and midblock
- Median island, with and without pedestrian refuge
- Speed table
- Raised crosswalk

Each detail should carry the winter maintenance note required by proposed Section 9.1.17.B and the placement criteria referenced in proposed Section 9.1.17.F.

C.8 Recommended Amendments to Subdivision Regulations

The following amendments align the Subdivision Regulations with the proposed Standards language.

Section 28.03.14M. Replace the discretionary determination with a cross-reference to Standards Sections 9.1.4.B and 9.1.4.C, so that a single measurable standard governs both documents. Retain the list of techniques as illustrative, and add the raised intersection to the list to correspond with Chapter 6 of this policy.

Section 28.03.14M.3. Replace the 900-foot threshold with the speed control point spacing standard of Standards Section 9.1.4.B. The current 900-foot trigger is largely inoperative because Section 28.03.12A.2 limits block lengths to 600 feet, so a qualifying tangent can generally arise only by variance or where a street runs straight through several blocks.

Section 28.03.14S. Require that the transportation impact study — triggered at 300 average daily trips under both that section and Standards Section 9.1.2 — include a traffic calming analysis identifying each segment that meets the criteria of Standards Sections 9.1.4.B and 9.1.4.C and the measures proposed for each.

Definitions. Add "pedestrian generator" to the definitions applicable to Chapter 28, Article 3, using the definition in proposed Standards Section 9.1.4.C, so that the term carries the same meaning in both documents.

Section 28.03.12A.2. No amendment recommended. The existing 600-foot block length limit is the anchor for the recommended spacing dimension and should not be changed without a corresponding change to Standards Section 9.1.4.B.

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Appendix D — Traffic Calming Priority Scoring Rubric

This rubric assigns a numeric priority score to each qualifying traffic calming request, providing a consistent and transparent basis for queuing projects citywide. Staff score each category independently using observed field data and available records, then multiply each raw score by the section weight to produce a weighted score. The five weighted scores are summed to produce the total weighted score, which determines the request's position in the priority queue per the tier table at the end of this appendix.

ROWS MARKED (+) ARE ADDITIVE MODIFIERS — ADD THE MODIFIER POINTS TO THE CATEGORY SCORE BEFORE APPLYING THE WEIGHT.

Category / Condition	Description	Score	Weight	Total
VEHICLE SPEED				
85th percentile speed ≤ posted limit	Speeds at or below posted limit — no speeding concern	0	30%	
1–5 mph over posted limit	Minor exceedance; borderline concern	20	30%	
6–10 mph over posted limit	Moderate exceedance; calming warranted	40	30%	
> 10 mph over posted limit	Significant exceedance; high priority	80	30%	
TRAFFIC VOLUME (AADT)				
< 1,000 vpd	Below minimum threshold for calming consideration	0	10%	
1,000–2,500 vpd	Qualifying volume; eligible for review	20	10%	
> 2,500 vpd	High volume on local/collector street	40	10%	
CRASH HISTORY (PAST 5 YEARS) – COUNT PER 1,000 FT				
< 1.0 crashes per 1,000 feet	No crash pattern; isolated events	0	30%	
1.0 – 2.9 crashes per 1,000 feet	Low crash density	20	30%	
3.0 to 7.9 crashes per 1,000 feet	Moderate crash density	40	30%	
Greater than 8 crashes per 1,000 feet	High crash density	60	30%	
Any suspected minor or possible injury	Severity modifier added to the density score	+10	30%	
Any suspected serious injury of fatal crash	Severity modifier; replaces the +10, not added to it.	+20	30%	
Bike or pedestrian involved in crash	Add to crash score if any non-motorist involved in crash	+5	30%	

PROXIMITY TO PEDESTRIAN GENERATORS				
No generator within 1,000 ft	No schools, parks, or significant pedestrian attractors nearby	0	25%	
Park or trail within 500 ft	Moderate pedestrian activity expected	20	25%	
School within 500 ft	School zone; elevated pedestrian risk	60	25%	
School within 250 ft or on school route	Direct school route; highest pedestrian exposure	80	25%	
Transit stop within 300 ft	Add to generator score if transit stop present	+5	25%	
STREET CHARACTERISTICS				
Tangent segment < 200 ft	Short segment; limited speed-build opportunity	0	5%	
Tangent segment 200–400 ft	Moderate length; some speed-build opportunity	20	5%	
Tangent segment > 400 ft	Long tangent; drivers tend to accelerate	40	5%	
Downhill grade ≥ 4%	Downhill grade compounds speed concern	+5	5%	
Known cut-through route	Street serves as shortcut between collectors/arterials	+10	5%	
Total weighted score			100%	_____

Rows marked (+) are additive modifiers — add the modifier points to the category score before applying the weight.

Engineer's discretion: The City Engineer may adjust a project's queue position based on factors not captured by this rubric — including emergency conditions, grant application deadlines, or coordination with other capital projects. Any such adjustment shall be documented in writing in the project file.

Priority tier		
Weighted score	Priority level	Typical response
< 10	Low — monitor	Log request; no immediate action; re-evaluate in 2 years
10 - 29	Moderate — queue	Enter priority queue; advance to data collection when capacity allows
30 - 54	High — active review	Advance to preliminary engineering within current or next fiscal year
≥ 55	Critical — immediate	Advance to engineering design; evaluate emergency interim measures

CITY OF KALISPELL
Department of Public Works**Traffic Calming — Neighborhood Support Petition****Purpose of this Form**

This petition documents neighborhood support for a traffic calming engineering analysis at the location identified below. Signing this form means you support proceeding with an engineering study — it does not commit you to any specific improvement, funding obligation, or final project outcome. A minimum of two-thirds (67%) of all benefited property owners on the list provided by Public Works must sign in favor for the study to advance. Signatures from renters or tenants do not count toward this threshold.

Subject Location**Street or Intersection:** _____**From (street):** _____**To (street):** _____**Brief description of concern:** _____
_____**Requestor Information****Requestor Name:** _____**Phone:** _____**Address:** _____**Email:** _____**Instructions for Collecting Signatures**

1. Public Works will provide a list of all benefited property owners of the subject location. Obtain signatures only from property owners on that list.
2. Each signatory must be a property owner of record. Renters and tenants are not eligible to sign.
3. Print the property owner's name, property address, and assessor parcel number exactly as listed on the property owner list provided by Public Works.
4. Each property owner signs in the Signature column. Unsigned rows will not be counted.
5. Return the completed petition to the Department of Public Works, 201 1st Avenue East, Kalispell, MT 59901, or submit by email to publicworks@kalispell.com.
6. Additional signature pages are available from Public Works if more than 15 signatures are needed.

Property Owner Signatures

Page ____ of ____ Total signatures this page: ____ Cumulative total: ____

#	Property Owner Name	Property Address	Parcel / Assessor No.	Phone	Signature
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Requestor Certification

I certify that all signatures on this form were obtained from benefited property owners on the list provided by Public Works, that no signature was obtained under duress or misrepresentation, and that this petition accurately represents the views of those who have signed.

Requestor
Signature:

Date: