

## Speed Hump Request Form

Name:

Date:

Phone#:

Email:

Address:

### Location of Concern:

On Street:

From (street)

To (street)

Please note there is a \$108.00 non-refundable application processing fee (per block) collected to partially offset the cost of staff time to review applications, the cost for traffic counts, data collection and potential speed hump(s) installation. This fee is payable upon review of the application and once staff have completed initial screening and determined that speed humps may be an appropriate measure for the identified location.

## **Speed Humps (Streets) Procedure**

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Step 1: Applicant submits completed Speed Hump Request form. City's engineering staff will screen the location for eligibility and advise applicant on whether the request may proceed.

Step 2: If speed humps are considered by City staff as an appropriate speed management device, the applicant will be required to pay a \$108.00 processing fee per street block to the City identified in the request. (Fee and rate are established through the Engineering Fees & Rates Bylaw 7553, 2013).

Step 3: After the fee is collected, staff will continue the review including collecting traffic data to validate and quantify speeding concerns.

Step 4: If the technical review confirms a speeding issue exists and speed hump(s) are an appropriate intervention, the applicant will be required to survey their neighbours, complete the Speed Hump Survey, and return it to the City.

Step 5: If requested speed hump(s) are supported by 50% of all residents/businesses on the street block, and upon final approval by engineering staff, speed hump(s) will be installed by the City at the next appropriate installation cycle.

Note: These improvements are subject to capital funding availability and coordination with other projects that may be occurring in the neighbourhood. Where approved requests exceed available funding, staff will prioritize implementation based on factors such as magnitude of the issue, location (e.g. near schools, seniors' centres, etc.) and construction coordination opportunities.

### **Apply In person:**

City of New Westminster  
Engineering Services  
511 Royal Avenue  
New Westminster, BC V3L 1H9  
Hours of Operation: Monday - Friday: 8:30am – 4:30pm

### **Apply Online:**

Please send your completed form to [speedhumps@newwestcity.ca](mailto:speedhumps@newwestcity.ca). A case file will be created, and payment processing information will be emailed to you. Alternatively, you can pay in person at City Hall.

### **Contact:**

If there are any questions please contact the City of New Westminster Engineering Department at 604-527-4592 or [speedhumps@newwestcity.ca](mailto:speedhumps@newwestcity.ca).