

## PROCEDURES FOR INSTALLATION OF SPEED BUMP REQUEST

The City of Springfield frequently has requests for the installation of speed bumps at various locations. In reviewing these requests we have found that many factors need to be considered before a speed bump should be installed. We have therefore developed the following procedure for such a request.

The requesting citizen must live in the neighborhood of the request, i.e., property owners should not request speed bumps in behalf of their rental tenants. The requesting party must obtain a **"Request for the Installation of a Speed Bump"** form from the Springfield City Hall. Attached to the request will be a **"Neighborhood Petition for a Speed Bump"**. The request must be completed by the requesting party and the petition must be circulated in the neighborhood, completed as instructed on the petition and the original attached to the request. It should be emphasized that the petition must be circulated and presented to **all** residents within two blocks each side of the proposed location of the speed bump. In the case of a dead end street that is not four blocks long the petition must be presented to **all of the residents** on the street. Each resident must either sign the petition, signifying their agreement or, if they decline to sign, the same must be indicated on the signature line and this refusal shall be interpreted as a negative vote. Addresses not accounted for on the petition may also be counted as a negative vote.

Please keep in mind that the Springfield Fire Department, Police Department and the Department of Public Works must review and analyze the request. They will consider factors such as the number of fire and medical calls received in the area, the number of traffic violations recorded in the area and the effect the speed bump will have on emergency vehicle traffic. Some emergency vehicles cannot negotiate speed bumps without having to come almost to a complete stop. Seconds may make a critical difference to a person in medical distress. The Department Heads of those departments will make their recommendations and then the request with the petition will be forwarded to the City Commission for final decision.

The entire process may take several weeks to several months. We request your patience during the procedure. As possible we will keep you informed concerning the progress of your request.

Thank You





**CITY OF SPRINGFIELD, FLORIDA**  
**3529 E. 3RD ST., SPRINGFIELD, FL 32401**  
**850-872-7570 - FAX 850-747-5663**



**REQUEST FOR INSTALLATION OF SPEED BUMP**

**APPLICANT INFORMATION:**

**NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_  
**STREET ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_  
**OWNER**  **TENANT**  **HOW LONG HAVE YOU LIVED AT THIS ADDRESS?** \_\_\_\_\_ **YEARS** \_\_\_\_\_ **MONTHS**

**REQUESTED LOCATION OF DEVICE:**

**ON WHAT STREET?** \_\_\_\_\_  
**BETWEEN WHAT OTHER STREETS OR WHAT HUNDRED BLOCK?** \_\_\_\_\_

**DETAILED REASON FOR REQUESTING DEVICE:**

**HAS A PETITION BEEN CIRCULATED?** YES  NO  **ATTACH ORIGINAL PETITION TO THIS REQUEST**

**DO NOT WRITE BELOW THIS LINE - FOR OFFICIAL USE ONLY**

**FIRE DEPARTMENT INSPECTION AND RECOMMENDATION:**

**RECOMMENDED FOR APPROVAL** YES  NO

**FIRE CHIEF SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**POLICE DEPARTMENT INSPECTION AND RECOMMENDATION:**

**RECOMMENDED FOR APPROVAL** YES  NO

**POLICE CHIEF SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**DEPARTMENT OF PUBLIC WORKS INSPECTION AND RECOMMENDATION:**

**RECOMMENDED FOR APPROVAL** YES  NO

**DIRECTOR'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FORWARDED TO CITY COMMISSION** YES  NO  **IF NO:** \_\_\_\_\_



# CITY OF SPRINGFIELD, FLORIDA

3529 E. 3RD ST.

SPRINGFIELD, FL 32401

850-872-7570 FAX 850-747-5663



## PETITION FOR INSTALLATION OF SPEED BUMP

THIS PETITION FORMAT IS REQUIRED AND FURNISHED BY THE CITY OF SPRINGFIELD IN ORDER TO INSURE THE INPUT OF ALL CITIZENS IN THE NEIGHBORHOOD OF THE PROSPECTIVE INSTALLATION . THIS PETITION MUST LIST ALL ADDRESSES WITHIN FOUR BLOCKS OF THE PROPOSED LOCATION OF THE SPEED BUMP OR, IN THE CASE OF A DEAD END STREET LESS THAN FOUR BLOCKS LONG, ALL RESIDENCES ON THE STREET. EACH RESIDENT IS TO BE PRESENTED WITH THE PETITION. THEIR SIGNATURE WILL INDICATE APPROVAL. IF A RESIDENT DECLINES TO SIGN THE SAME SHOULD BE INDICATED AND THE REASON WRITTEN THEREIN. THIS INSURES THAT EVERYONE HAS A VOICE, PRO OR CON. THIS PETITION MUST BE ATTACHED TO THE APPLICATION FOR THE INSTALLATION OF THE SPEED BUMP. USE ADDITIONAL PAGES IF NECESSARY AND NUMBER THE PAGES.

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OUR CITY GOVERNMENT WISHES TO ACCOMMODATE IT'S CITIZENS WHEREVER POSSIBLE. THERE ARE MANY ISSUES TO CONSIDER IN PLACING SPEED BUMPS. THEREFORE THE DEPARTMENT HEADS OF THE SPRINGFIELD FIRE AND POLICE DEPARTMENTS AS WELL AS THE DEPARTMENT OF PUBLIC WORKS MUST REVIEW AND INVESTIGATE YOUR REQUEST. THEY WILL FORWARD THEIR RECOMMENDATIONS, ALONG WITH THE APPLICATION AND PETITION TO THE CITY COMMISSION FOR THEIR FINAL DECISION. PLEASE ALLOW AMPLE TIME FOR THIS PROCESS.