



**ST. JOHN**  
PLANNING & ZONING

**SPEED BUMP APPLICATION**

TO SUBMIT APPLICATION ONLINE VISIT [WWW.MYGOVERNMENTONLINE.ORG](http://WWW.MYGOVERNMENTONLINE.ORG)

**OFFICE USE ONLY**

Permit No: \_\_\_\_\_

Date Requested: \_\_\_\_\_

Approved for Parish Compliance—Public Works

\_\_\_\_\_ Date

Approved for Parish Compliance—Public Safety

\_\_\_\_\_ Date

Approved for Parish Compliance—Planning and Zoning

\_\_\_\_\_ Date

**APPLICATION FOR :**     Speed bump Installation     Speed bump Removal

**APPLICANT INFORMATION**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



**SPEED BUMP APPLICATION**

**OFFICE USE ONLY**

Permit No: \_\_\_\_\_

**REQUESTED LOCATION INFORMATION**

Property Address: \_\_\_\_\_

*NOTE: The designated representative should be the resident who owns property nearest to the speed bump installation location .*

Reason for request/additional comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SUBMITTAL REQUIREMENTS**

- Completed and signed application.
- Inspection Form (obtained from Public Works).
- Map of the street in question (obtained from Planning and Zoning Department).
- Petition signatures of all property owners or tenants requesting installation or removal of a speed bump and whose respective properties abut the parish roadway within 300 feet in either direction of the speed bump (75% of the property owners or tenants must be in support of the request).

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



**SPEED BUMP APPLICATION**

We, the residents of \_\_\_\_\_ Subdivision, are signing this petition to request the  
(check one)  installation  removal of a speed bump(s) at the location shown on the attached map.

Property Address: \_\_\_\_\_

#	Printed Name	Address	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

\*SIGNATURE LIST MUST INCLUDE THE PROPERTY OWNER WHOSE RESPECTIVE PROPERTY IS AT OR NEAREST THE INSTALLATION OR REMOVAL LOCATION, AND 75% OF THE RESIDENTS WITHIN 300 FEET IN EITHER DIRECTION OF THE SPEED BUMP LOCATION MUST BE IN FAVOR OF THE INSTALLATION OR REMOVAL.

Note: St. John the Baptist Parish takes no responsibility as to the accuracy of these signatures. By signature and submission of this application, applicant declares that attached signatures in support are those of the owner(s) of record, as found in the St. John the Baptist Parish Assessor records, or tenants of the property.



## SPEED BUMP APPLICATION

### Sec. 40-27. - Speed bumps as traffic control device permitted.

The placement of speed bumps on parish roads as a traffic control device to regulate the speed thereon is hereby authorized.

- (1) Speed bumps shall be properly marked and signed.
- (2) Speed bumps shall be employed in a speed zone area where striking them would not endanger persons or property.
- (3) The installation of speed bumps on any parish road shall not commence before a comprehensive study of the area in which the speed bumps are to be installed is performed by the parish departments of public safety and emergency services and public works in order to ensure compliance with the marking, signing and appropriateness relative to speed zones.
- (4) The neighborhood interested in installing a speed bump should organize themselves and decide on a designated representative, to simplify coordination and communication between the parish and the residents. The designated representative should be the resident who owns property nearest to the speed bump installation location.
- (5) The designated representative desiring placement of a speed bump shall obtain an application form and map of the street in question from the department of planning and zoning. The completed application shall include the following:
  - a. The designated representative's name, mailing address, phone number, fax number, e-mail address and signature.
  - b. The map included in the application with the signatures of all property owners or tenants, if property is a rental, whose requests installation of a speed bump and whose respective properties abut the parish roadway within 300 feet in either direction of the proposed speed bump or a distance determined by the director.
  - c. No request for the installation of a speed bump shall be considered unless 75 percent of the property owners or tenants, if property is a rental, are in favor of the installation (including the signature of the property owner at/ nearest the installation location).
  - d. According to engineering guidelines, the minimum effective spacing for a speed bump is 150 feet. Therefore, cul-de-sac (dead-end) streets less than 300 feet long shall not be considered.
- (6) The department of planning and zoning shall review the application for conformity with these regulations. If all regulations are satisfied, a preliminary location plan will be developed for formal review and approval by the public safety director, who shall provide a copy of the plan to the sheriff's office for input. Opposition from the sheriff shall cause the plan to be denied, however formal approval from the Sheriff shall not be required. To supplement the preliminary location plan, the street pavement will be physically marked where the speed bump is proposed to be installed. A minimum 30-day review period will follow. If no opposition is received during the review period, upon the approval of the public safety director, the speed bump will be installed accordingly.
  - a. Should the collected data and/or other factors show that the installation of a speed bump would not be warranted, the application shall be denied. An application for a previously applied location will not be accepted for a period of 18 months from the date of rejection of the original most recent previous application.
  - b. All evaluations shall be done in accordance with the most current Institute of Transportation Engineer's Guidelines for the Design and Application of Speed Bumps.
- (7) For removal of a speed bump, the process described in this section must be followed in order for a speed bump to be removed.