SAN ANSELMO
TRAFFIC CALMING GUIDEBOOK

Thank you for slowing down.

StreetSmartsMarin.org

The Town of San Anselmo
Transportation Authority of Marin

Parisi
TRANSPORTATION CONSULTING
ACKNOWLEDGEMENTS

The Town of San Anselmo wishes to thank the following people for their assistance in the development of the Neighborhood Traffic Calming Guidebook:

Town of San Anselmo Town Council:
   Ford Greene, Mayor
   Kay Coleman, Vice Mayor
   Matt Brown, Council Member
   Tom McInerney, Council Member
   John Wright, Council Member

Traffic Safety Committee

Ross Valley Fire Department

Central Marin Police Authority

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   Dan Blomquist, Senior Engineer

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All traffic calming measures described in this guide may not be feasible for all San Anselmo streets. For measures to be approved (in particular related to infrastructure improvements), community support, engineering evaluation, and Council approval are required as discussed in this guide.
The Town of San Anselmo’s Neighborhood Traffic Calming Guidebook is designed to effectively manage traffic related concerns in residential areas. It provides San Anselmo residents with information on the available tools, as well as the necessary steps to seek traffic calming measures for their neighborhood. Residents participate in developing and evaluating the various requirements, consider the benefits and trade-offs of different traffic calming measures, and become actively involved in the decision-making process.

The traffic calming program does not replace a resident’s ability to contact Public Works or the Police Department about maintenance, speeding, or other issues that do not fit the definition of traffic calming. These requests will be handled through standard Town procedures. Please go to the Town website and follow the link to the “Report a Concern” form in order to place maintenance-related issues.

On May 9th of 2015, the Town held a Traffic Calming Open House to introduce the idea of traffic calming and the potential tools that San Anselmo could use on their neighborhood streets. The Central Marin Police Authority (CMPA), Ross Valley Fire Department (RVFD), Town Staff, and transportation consultants were present to facilitate and answer questions and comments from the public. A brief presentation was given to summarize the purpose of traffic calming and the various education, enforcement and engineering tools that are used in similar towns that could also be used in San Anselmo. After the presentation, the public was encouraged to walk around and check out various traffic calming tool posters, and to provide their comments. Aerial posters were provided to help the public identify locations where traffic calming tools could potentially be useful.

Town Staff, CMPA, RVFD, the Traffic Safety Committee, and town consultants proceeded in creating the Traffic Calming Guidebook by incorporating comments from the open house. Staff met the various stakeholders throughout the draft process to fine tune the Guidebook. A final draft Neighborhood Traffic Calming Guidebook will be presented to the Town Council for review and adoption.
The Town of San Anselmo defines traffic calming as “the management of vehicular traffic speeds and volumes through educational, enforcement and/or engineering measures so that their negative impacts on residents, pedestrians, bicyclists and schools are minimized.” Many residents of San Anselmo are concerned with traffic speeds and volumes on their neighborhood streets.

The goals of the Town’s Traffic Calming Program are to:

- Improve the safety and quality of life for residents, pedestrians, bicyclists, motorists, and students.
- Promote compliance with traffic laws while minimizing reliance on police resources.
- Approach residential traffic problems in a fair, consistent, and comprehensive manner.
- Establish a program that functions consistently with, and as a complement to, other Town transportation programs and policies (particularly those related to Safe Routes to Schools and the Town’s adopted Bicycle and Pedestrian Plan).
- Recognize the unique character and integrated nature of the town’s streets, so that traffic and inappropriate driver behavior is not shifted onto other neighborhood streets.
- Regularly use all available means of community outreach to encourage the availability and use of the program to interested residents, as well as inform the broader community.
- Monitor and evaluate traffic calming measures and procedures over time so that the adopted program remains timely and effective.
- Use traffic calming measures appropriate to the traffic problems, and limit any potential adverse aesthetic and cumulative impacts to individual streets, the neighborhood, and the community.
All neighborhood streets in the Town of San Anselmo with dedicated public right of way are eligible for traffic calming. However, the Town’s arterial roadways, such as Sir Francis Drake Boulevard, Center Boulevard, Butterfield Road, and Red Hill Avenue are not eligible for neighborhood street traffic calming. It is the intention of this Guidebook to keep traffic on these arterials whenever possible. Arterial roadways provide a higher degree of mobility, serve key emergency response and truck routes, and through traffic is encouraged to use such roadways.

The use of any major engineering measures along collector roadways, evacuation routes, and truck and bus routes must be approved by the Central Marin Police Authority, Ross Valley Fire Department, and Public Works departments. Some of these measures can result in significant problems for emergency response vehicles (e.g., fire trucks, ambulances), large numbers of motorists evacuating an area, trucks transporting delicate goods, or passenger buses. Collector streets in San Anselmo include San Francisco Boulevard, Broadmoor Avenue, Forbes Avenue, San Anselmo Avenue, Ross Avenue, Bolinas Avenue, Greenfield Avenue, Sequoia Drive, Hilldale Drive, Barber Avenue, and Saunders Avenue.

LEGEND
- Arterial roadways, which are not eligible for traffic calming
- Collector roadways, which require Police, Fire and Public Works approval for major engineering measures
The Neighborhood Traffic Calming Process

This section describes the process required to implement neighborhood traffic calming policies. The following table is a summary of the key steps, who is responsible for initiating each step, and the applicable documents to use.

Applicants must complete each step before continuing to the next one. Samples of the forms mentioned below can be found in Appendix I.

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>RESPONSIBILITY</th>
<th>RELEVANT DOCUMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STEP 1 – REQUESTING ACTION</strong></td>
<td></td>
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</tr>
<tr>
<td>Report the concern to the Town's Public Works Department</td>
<td>Applicant</td>
<td>Traffic Safety Request (Online)</td>
</tr>
<tr>
<td>Provide educational materials to applicant if location is eligible for traffic calming</td>
<td>Town Staff</td>
<td>Traffic Calming Guidebook</td>
</tr>
<tr>
<td><strong>STEP 2 – NEIGHBORHOOD TRAFFIC SAFETY EDUCATION AND ENFORCEMENT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>If applicable, ensure adequate neighborhood support (minimum of 5 individual property owners)</td>
<td>Applicant</td>
<td>Petition for Neighborhood Traffic &amp; Safety Education</td>
</tr>
<tr>
<td>Determine the affected area/neighborhood boundary</td>
<td>Town Staff</td>
<td></td>
</tr>
<tr>
<td>Implement a Neighborhood Traffic and Safety Education program for no less than 6 months</td>
<td>Applicant</td>
<td></td>
</tr>
<tr>
<td>Evaluate effectiveness of education and enforcement measures, and determine if further steps are necessary</td>
<td>Town Staff, Applicant</td>
<td></td>
</tr>
<tr>
<td><strong>STEP 3 – LEVEL 1 ENGINEERING MEASURES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collect data to document issue, including traffic counts, collision history, and travel speeds, etc.</td>
<td>Town Staff</td>
<td></td>
</tr>
<tr>
<td>Complete a Traffic Calming Priority Worksheet for all traffic calming requests eligible for Level 1 traffic calming measures</td>
<td>Town Staff</td>
<td>Traffic Calming Priority Worksheet</td>
</tr>
<tr>
<td>Establish a Neighborhood Committee to study and implement Level 1 traffic calming solutions</td>
<td>Applicant, Town Staff</td>
<td></td>
</tr>
<tr>
<td>Within 6 months of implementation, collect data and prepare a report documenting “before &amp; after” conditions to determine success of Level 1 actions</td>
<td>Town Staff</td>
<td>Level 1 Traffic Calming Evaluation Report</td>
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</tbody>
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## The Neighborhood Traffic Calming Process

### STEP 4 – LEVEL 2 ENGINEERING MEASURES

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>RESPONSIBILITY</th>
<th>RELEVANT DOCUMENTS</th>
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</thead>
<tbody>
<tr>
<td>Hold an Open House to determine neighborhood support of Level 2 traffic calming measures (more than 50% of the property owners within the affected area/neighborhood)</td>
<td>Town Staff</td>
<td>Voting Postcards</td>
</tr>
<tr>
<td>Develop a Traffic Calming Plan that describes recommended traffic calming options, tools, costs, and financing</td>
<td>Neighborhood Committee</td>
<td>Draft Traffic Calming Plan</td>
</tr>
<tr>
<td>Meet with the Bicycle and Pedestrian Advisory Committee and the Safe Routes to Schools Task Force for input on the Draft Plan</td>
<td>Neighborhood Committee</td>
<td></td>
</tr>
<tr>
<td>Host a second public Open House to share the findings and traffic calming recommendations</td>
<td>Neighborhood Committee</td>
<td></td>
</tr>
<tr>
<td>Revise and develop a final Level 2 Traffic Calming Plan</td>
<td>Neighborhood Committee</td>
<td>Final Draft Traffic Calming Plan</td>
</tr>
<tr>
<td>Distribute a summary of the proposed Traffic Calming Plan, along with a voting card, to all households in the affected area/neighborhood</td>
<td>Town Staff</td>
<td>Traffic Calming Plan Summary with voting card</td>
</tr>
<tr>
<td>Ensure necessary support for Level 2 Traffic Calming Plan (minimum 60% of the returned ballots)</td>
<td>Neighborhood Committee, Town Staff</td>
<td></td>
</tr>
<tr>
<td>Present the proposed Plan to the Town Council for approval or further refinement</td>
<td>Neighborhood Committee, Town Staff</td>
<td>Final Traffic Calming Plan</td>
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### STEP 5 – TRAFFIC CALMING EVALUATION

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>RESPONSIBILITY</th>
<th>RELEVANT DOCUMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>After a minimum of one year, evaluate the effectiveness of the Plan and report to the affected area/neighborhood and Town Council</td>
<td>Town Staff</td>
<td>Technical Memorandum</td>
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</tbody>
</table>
**STEP 1 – REQUESTING ACTION**

The first step in the traffic calming process is to report the issue of concern to the Town of San Anselmo Public Works Department using the Traffic Safety Request form, available online or as a hardcopy. A request can be filed by an individual, on behalf of a group of residents, or by any concerned group.

If the issue is related to traffic calming and the subject street(s) is (are) eligible for traffic calming (i.e., on an approved collector street or a neighborhood street, not an arterial roadway and owned or maintained by the Town of San Anselmo), Public Works staff will notify the applicant and provide them with a copy of the Town’s Neighborhood Traffic Calming Guidebook.

If the issue is maintenance-related (e.g., vegetation removal, curb painting, sign replacement) or deemed an immediate safety hazard, Public Works staff will notify the applicant, generally within 10 working days from the receipt of the request, and provide a proposed response and timeline to address the issue. In these cases, traffic calming is not applicable and no further steps related to traffic calming will be taken.

**STEP 2 – NEIGHBORHOOD TRAFFIC EDUCATION AND ENFORCEMENT**

To begin the Neighborhood Traffic and Safety Education program, an individual applicant will be required to confirm widespread neighborhood concern and interest in the issue raised. In order to do so, the applicant is required to submit a petition supported by a minimum of five individual property owners in the vicinity of, and potentially affected by, the traffic calming issue. A petition is not required if the original Traffic Safety Request form was filed on behalf of a neighborhood or homeowners' association, or other concerned group.

In consultation with other Town departments, Public Works staff will determine the affected area/neighborhood for the Neighborhood Traffic Safety and Education program. The boundaries of an affected area/neighborhood can be modified in response to succeeding levels of traffic calming, and the need to consider a wider area of potential impact. The final determination of the affected area/neighborhood boundary shall be made by the Director of Public Works.

Any costs associated with producing and disseminating the education materials will be borne by the Town. Multiple applications pertaining to the same traffic calming issues and affected area/neighborhood may be combined at this point in the process in order to address the issue collectively.
For any Traffic Safety Request that is eligible for traffic calming, the affected area/neighborhood must initiate and actively engage in a Neighborhood Traffic Safety and Education program for a period of time (to be determined by Public Works in consultation with the applicant, but not less than six months) sufficient to determine its impact before any further traffic calming steps are taken. Depending on the characteristics of the traffic calming issue, the Neighborhood Traffic Safety and Education program may be expanded beyond the boundaries of the affected area/neighborhood in order to ensure adequate coverage and dissemination of education materials.

If the applicant feels that the education and enforcement measures have not sufficiently addressed the issue, he/she can request that further traffic calming steps be taken. Based on consultation with the applicant, the Town will evaluate the effectiveness of the education and enforcement program, and determine if Level 1 engineering measures may be appropriate.

**STEP 3 – LEVEL 1 ENGINEERING MEASURES**

As the next step in the traffic calming process, Public Works staff will collect specific data to document the issue, potentially including but not limited to, traffic counts, collision history, travel speed information, etc. In addition, Public Works will complete a Traffic Calming Priority Worksheet for all traffic calming requests eligible for Level 1 traffic calming measures. It is important to note that the prioritization process only allows the Town to commit resources to conduct an evaluation of potential Level 1 engineering measures.

Public Works staff will identify street(s) eligible for potential traffic calming action based on the overall score from the Traffic Calming Priority Worksheet. Although the worksheet may be filled out at any time, the actual ranking of eligible traffic calming applications will occur as part of the Town’s Capital Improvement Program and Budget. Depending on the number of eligible applications and the availability of funding resources, there may be some years when traffic calming applications are funded in a future budget cycle.

For the affected area(s)/neighborhood(s) selected for traffic calming, Public Works staff will work with the applicant(s) to establish a Neighborhood Committee which will include a Resident Coordinator. This group will consist of a broad representation of residents (including affected businesses, schools, neighborhood or homeowners’ associations), Town staff (including representatives from the Fire, Police, and Public Works departments), and key stakeholders (including members of the Bicycle and Pedestrian Advisory Committee and the Safe Routes to Schools Task Force). The Resident Coordinator will be responsible for representing the affected businesses, schools, neighborhood or homeowners’ associations and coordinating with the Town Staff within the Neighborhood Committee.
The goal of this phase of the program is for the Neighborhood Committee to investigate and implement possible solutions that do not involve the use of physical controls on the roadway system. These will primarily be additional and more focused education and enforcement-based measures, as well as traffic signing and pavement markers.

Within six months after implementation, Public Works staff will collect data to determine if the Level 1 actions are successful. Staff will prepare a report to document the “before and after” conditions and provide the results to the Neighborhood Committee. The report will also evaluate whether or not Level 2 traffic calming measures could potentially be appropriate in the future. If it is determined that Level 1 measures have been effective, no further traffic calming steps will be taken.

**STEP 4 – LEVEL 2 ENGINEERING MEASURES**

Level 2 traffic calming measures will only be considered when Public Works staff determines that the following criteria have been met:

1. The affected area/neighborhood has effectively applied all appropriate measures of the Neighborhood Traffic Safety and Education program;
2. The affected area/neighborhood received the highest priority ranking for Level 1 traffic calming;
3. The Level 1 Traffic Calming Evaluation Report finds that Level 2 measures could potentially be appropriate; and
4. More than 50% of the property owners within the affected area/neighborhood support consideration of Level 2 traffic calming measures.

To meet the last criterion, an Open House will be held by the Neighborhood Committee to discuss their progress and the possibility of pursuing Level 2 traffic calming measures. Property owners will then be polled using a postcard (with return postage provided) sent via regular mail by the Town. Interest in Level 2 traffic calming will be based on the overall number of postcards received, i.e., no response from a property owner will be deemed a “no” vote.

The Neighborhood Committee will meet regularly to review issues, observe user behaviors and field conditions, identify specific goals, confirm the affected area/neighborhood, determine data needs, request additional data, participate in collecting data, discuss appropriate Level 2 traffic calming measures, develop and evaluate options, estimate costs, and discuss funding. Multiple meetings will be needed.

The Neighborhood Committee will coordinate with the Town’s Bicycle and Pedestrian Advisory Committee and Safe Routes to School Task Force, as appropriate.

The goal of the Neighborhood Committee will be to develop a Traffic Calming Plan that is appropriate for the affected area/neighborhood, consistent with the goals of the Town’s traffic calming program, and that will describe recommended traffic calming options, tools, costs, and financing (including potential contributions from property owners).
The Neighborhood Committee will host a second public Open House to share the findings and traffic calming recommendations. The Town will notify all households in the affected area/neighborhood about the public open house using the Town’s website, newsletters, social networking, and other means, as appropriate. Based on input received at the public Open House, the Neighborhood Committee will revise and develop a final Level 2 Traffic Calming Plan. Town staff will summarize the proposed plan and distribute it by regular and electronic mail to all households in the affected area/neighborhood. Along with the plan, the Town will distribute a voting card to be returned by the residents.

To be eligible for final approval by the Town Council, at least 50% of the property owners within the affected area/neighborhood must vote on the proposed Level 2 Traffic Calming Plan. Of those voting, a minimum of 60 percent must support the proposed Level 2 measures, including, where necessary, a commitment to share the costs of the improvements.

Once the Town has determined the necessary support for the Level 2 Traffic Calming Plan, the proposal will be brought to the Town Council. Following a duly noticed public hearing, the Town Council will either:

1. Approve the plan and funding allocation, including whether or not the property owners in the affected area/neighborhood shall share in the costs of the proposed traffic calming measures, and direct Public Works to develop an implementation schedule; or

2. Send the plan back to the Neighborhood Committee for further refinements based on the input from the public hearing.

**STEP 5 – TRAFFIC CALMING EVALUATION**

Once a Level 2 Traffic Calming Plan has been fully implemented and in effect for a period not less than one year, Public Works staff, in conjunction with other Town departments, will evaluate the effectiveness of the plan (including benefits, impacts, etc.). The results will be summarized in a Technical Memorandum, and submitted to the affected area/neighborhood, as well as the Town Council. Based on this evaluation, Town staff may recommend modifications to, or removal of, Level 2 traffic calming features.
TRAFFIC CALMING TOOLBOX

The following sections include a brief description, the advantages and disadvantages, and photographs of each tool. In addition, approximate relative costs have been included.

COST LEGEND

$ = Least Expensive  $$ = Moderately Expensive
$$$ = Very Expensive  $$$$ = Most Expensive
NEIGHBORHOOD TRAFFIC EDUCATION

By empowering residents to influence driving behavior, education can be a very effective traffic calming tool. Neighborhood education campaigns typically focus on subjects such as pedestrian safety, bicyclist behavior, vehicular speeding, distracted driving, stop sign running, vehicles parked on sidewalks, overgrown shrubbery blocking sidewalks and sightlines, and many more issues. It can take a variety of forms, some of which can be applied on a townwide basis, while others are more localized.

Advantages:
- Allows residents to discuss views
- Information can be aimed at specific issues and audiences
- Can be applied quickly without a formal review process
- Heightens awareness of some undesired behaviors

Disadvantages:
- Requires periodic reminders and reinforcement
- Requires dedicated time on behalf of Town staff and on resident volunteers

Approx. Cost: $

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STREET SMARTS

Street Smarts is a traffic calming educational program offered in Marin that works on many levels through outdoor advertising (neighborhood signs and banners) and the press, community events, school activities, and neighborhood initiatives. Street Smarts offers a community traffic safety program available for communities to present in order to raise awareness, change attitudes and improve driving, pedestrian and bicycling behaviors. Aimed at “hot spot” locations where traffic infractions often occur, Street Smarts has proven to be highly successful in encouraging positive change.

Advantages:
- Information can be aimed at specific issues and locations
- Proven effective in reminding roadway users of inappropriate behaviors
- Provides a consistent message and format across several jurisdictions in Marin County

Disadvantages:
- Should be deployed selectively to maintain effectiveness
- Most effective when deployed in combination with other education and enforcement tools

Approx. Cost: $
NEIGHBORHOOD SIGN CAMPAIGN

The Town can loan yard signs to a neighborhood on a short-term basis to encourage motorists to respect the neighborhood and to drive responsibly. Every few days, residents may move the signs around the neighborhood to different yards so drivers and pedestrians notice the newly placed signs.

Advantages:
- Novelty of new signs draws attention to the message
- Requires multiple neighbors to support, therefore broadening the reach of the message
- Short duration of sign placement helps keep the message fresh

Disadvantages:
- Requires regular sign replacement and updates as signs wear down
- Effectiveness may diminish with repeat usage

Approx. Cost: $  

NEIGHBORHOOD PLEDGE PROGRAM

This program promotes safe and courteous driving through the use of two elements: a pledge and a bumper sticker. Residents are asked to sign a pledge and implement it into their own driving habits and lifestyles. A bumper sticker promotes courteous driving and identifies the person as a “pace” car driver. By setting the example for proper driving, the vehicle sets the pace or speed for other vehicles on the road by requiring cars behind the pace car to also drive within the speed limit. The intended benefit of a neighborhood pledge program is to get residents to recognize that their driving behavior impacts the livability of other residents’ streets.

Advantages:
- Heightens awareness of vehicle travel speeds
- Residents set the “pace” for drivers behind them
- Demonstrates neighborhood support for courteous driving habits

Disadvantages:
- Requires broad participation and/or education of program’s goals
- May create ill will or tension among neighbors

Approx. Cost: $
TRASH CAN BRIGADE

Residents place stickers encouraging proper driving on their curbside garbage and recycling containers, as to be visible without blocking sidewalks and pathways. Large format stickers remind motorists to obey the speed limit, drive responsibly, or other desired behavior. Once each week, when the containers are placed at the curb, residents and passers-by are reminded, en-masse, of the safety message.

Advantages:
- Limited appearance of stickers heightens impact
- Demonstrates a neighborhood’s values and support for appropriate driving behavior
- Message may reach motorists driving through the neighborhood who aren’t usually reached by education efforts

Disadvantages:
- Messages appear only one day a week
- Over time, stickers will need to be replaced
- May require coordination with trash and recycling companies

Approx. Cost: $
NEIGHBORHOOD SPEED WATCH

A neighborhood speed watch is designed to identify speeding drivers and remind them to slow down and exercise caution on neighborhood streets. In order to conduct a speed watch, a trained resident borrows a radar gun from the Town, and then collects traffic information for the area of concern (e.g., date, time, direction of travel, vehicle license number, and speed). Typically, two people are needed—one person to measure the vehicle speeds and read out the license plate numbers, and another to record the information. After receiving the results of the study, the Town sends the owners of the most egregious speeding vehicles a letter stating when, where, and by how much their vehicle was observed speeding. The owners also receive educational information about the problems generated by speeding.

Advantages:
- Letter from local law enforcement may increase driver awareness and compliance
- May allow parents to become aware of a child’s driving habits

Disadvantages:
- Registered vehicle owner who receives letter may not be the high-speed driver
- Program requires monitoring by staff to avoid potential abuse or harassment
- Requires accurate notation of vehicle license plate

Approx. Cost: $

NEIGHBORHOOD MAINTENANCE

It is critical to traffic safety that a driver’s line of sight remain free and clear of obstructions. Streets and sidewalks that are covered with overgrown vegetation or other objects may block signs, sidewalks, and obstruct vision of pedestrians, bicyclists, and motorists. Maintenance of sidewalks and parkway spaces is the homeowner’s responsibility under State Streets and Highways Code and San Anselmo Municipal Code (Section 7-5.02). Homeowners have an obligation to take care of any vegetation or obstructions that represent a potential traffic safety hazard.

Advantages:
- Provides early action to correct or prevent problems

Disadvantages:
- Some residents with overgrown vegetation at a critical location may refuse, or be physically unable, to maintain their property
- If a problem is identified, the Town may require additional pruning

Approx. Cost: $

EDUCATION
PORTABLE SPEED DISPLAY

A speed display unit is a portable trailer that measures each approaching vehicle's speed. The vehicle's speed is often displayed next to the legal speed limit, reminding speeding drivers to slow to the speed limit. The trailer can be placed on a street for a limited amount of time and then relocated to another street, allowing a single device to be effective in many locations.

Speed display units can be used on streets where speeding is a problem and there is adequate space to accommodate the trailer.

Advantages:
- Provides immediate feedback to drivers on their driving speed
- Does not slow emergency vehicles
- Effective in reducing speeds in the short-term

Disadvantages:
- Not an enforcement tool
- Requires Town staff set-up and removal
- Effectiveness may be temporary
- Less effective on multi-lane roads
- Subject to vandalism

Approx. Cost: $

TARGETED POLICE ENFORCEMENT

On neighborhood streets with documented traffic issues, the Central Marin Police Authority can deploy officers to perform targeted enforcement and issue citations when necessary. The intended benefit of increasing police presence is to make drivers aware of local speed limits and other traffic laws. It is most applicable on streets with documented speeding problems or notable stop sign/red light violations that need quick mitigation.

Advantages:
- Visible enforcement very effective
- Driver awareness increased
- Can be used on short notice
- Can reduce speeds temporarily
- May influence the behavior of other motorists by seeing a citation or warning being issued

Disadvantages:
- Labor intensive for the police
- Effect may be temporary unless there is regular reinforcement by police

Approx. Cost: $$
CROSSWALK IMPROVEMENTS

Pedestrian crosswalks create a safer walking environment by increasing motorist awareness to pedestrian crossing locations. Improvements can consist of installing new crosswalks or providing higher visibility crosswalks. In order to increase crosswalk visibility to drivers, higher visibility crosswalks use a series of stripes oriented perpendicular to traffic instead of two longitudinal lines, additional crosswalk-related signing, and/or advance pavement markings. New crosswalks, when warranted, designate pedestrian crossing areas and require ADA compliance.

**Advantages:**
- Indicates preferred crossing location and focuses crossing pedestrians at a single location
- May slow travel speeds when pedestrians are present
- Focuses crossing pedestrians at one location

**Disadvantages:**
- Provides a lesser degree of control over traffic compared to stop signs and traffic signals
- Require more maintenance than traditional crosswalks
- May require additional improvements to comply with ADA standards, e.g., curb ramps

**Approx. Cost:** $\$\$\$

BICYCLE ROUTE SIGNINGS / MARKINGS

A bicycle route along a residential street may be signed with bicycle route signs and marked with shared lane pavement markings (bicycle plus arrow marking). Shared lane pavement markings do not designate a particular part of the street for exclusive use by bicyclists but simply guide bicyclists to the best place to ride. Shared lane markings also help motorists expect to see and share the travel lane with bicyclists. Any new bicycle route signing or markings must undergo traffic engineering analysis and be approved by the Town.

**Advantages:**
- Guides bicyclists to align themselves in the lane outside the “door zone” of parked cars
- Guides bicyclists to ride in the same direction of traffic, and not on the sidewalk
- Improves the position of motorists and bicyclists on roads without bike lanes
- Can reduce aggressive motorist behavior and increase comfort of bicyclists on shared roads

**Disadvantages:**
- Requires maintenance of shared lane pavement markings

**Approx. Cost:** $\$\$\$\$
LANDSCAPING

The presence of street trees, and other landscaping, can provide a perception of a narrower street width to the driver. It creates a slower speed environment that is more conducive to pedestrians. Before planting any trees or shrubs, residents should check their property lines, as well as with their neighborhood associations and local arborist for appropriate plant selections. Planting trees in the public right of way requires an Encroachment Permit from the Town. The Town also has a list of recommended tree species.

Advantages:
- May slow the speed of traffic
- Aesthetically pleasing

Disadvantages:
- Residents are responsible for maintaining landscaping and keeping pedestrian sidewalks and paths free from obstructions
- Landscaping would increase maintenance costs

Approx. Cost: $$

SUPPLEMENTAL SIGNS AND PAVEMENT MARKINGS

On some streets, additional signage or pavement markings could assist in drawing motorist’s attention to particular roadway conditions. Advance warning signs (e.g., pedestrian crossing ahead), supplemental regulatory signs (e.g., an added speed limit sign), “Share the Road” signs, and pavement markings (e.g., “Keep Clear”, “Ped Xing”) can be used, when warranted, based on engineering studies.

Advantages:
- May highlight lesser-known roadway features
- Increases awareness
- Inexpensive to install

Disadvantages:
- Excessive signage or markings reduces effectiveness

Approx. Cost: $$
STRIPING CENTERLINES

Striping for traffic calming is typically used to narrow lanes to about 10 feet wide. The primary benefit is to delineate lanes and to slow vehicle speeds. In addition, a centerline stripe helps drivers stay on the “right” side of the road and not use the entire roadway width as a travel lane. This is particularly useful on the narrow, curving neighborhood streets in the town. On wide roadways, the “unused” pavement created by restriping can sometimes be used to stripe a bicycle lane, a parking lane, or a pedestrian shoulder.

Advantages:
• Can be quickly implemented
• Can slow travel speeds
• Improves safety by clearly designating travel paths for vehicles

Disadvantages:
• May require additional reinforcement through education and enforcement
• May be incongruous with the typical look of a neighborhood street

Approx. Cost: $$$

STRIPING NARROW LANES

Edge-line striping is used to create narrow travel lanes (e.g., 10-foot), in order to give the impression of a skinny street. This visual narrowing encourages drivers to lower their speed. Edge-line striping is most applicable on wider residential streets where speeding is an issue. Any “unused” pavement created by re-striping can sometimes be used to stripe a parking lane or a pedestrian shoulder.

Advantages:
• Inexpensive to install
• Can be implemented quickly
• Can be used to delineate on-street parking
• Can improve safety by clearly delineating travel paths for various roadway users
• Does not slow emergency vehicles

Disadvantages:
• Increases regular maintenance cost

Approx. Cost: $$$
ROADWAY SHOULDER STRIPING

Striping a shoulder narrows the vehicular lane while providing space for a pedestrian shoulder or parking lane.

Advantages:
• Inexpensive to install
• Shoulder can be used for pedestrian or bicyclist right-of-way or parking
• Can be implemented quickly
• Can be used to delineate on-street parking
• Can improve safety by clearly delineating travel paths for various roadway users
• Does not slow emergency vehicles

Disadvantages:
• Increases regular maintenance cost

Approx. Cost: $$

STAGGERED STREET PARKING

Providing designated spaces with markings can reduce the effective width of travel lanes, thereby slowing travel speeds. On streets with enough width, parallel parking alternating between sides of the road forms S-shaped driving path curves which slows driving speeds.

Advantages:
• Can slow travel speeds
• Can add parking capacity
• Illustrates legal parking areas to drivers

Disadvantages:
• May require additional reinforcement through education and enforcement

Approx. Cost: $$
RESTRICTED MOVEMENTS

Movement restrictions prevent cut-through traffic and undesired turns onto neighborhood streets from collector and arterial streets. Measures may include signs and traffic channelizers. While they are inexpensive to install, they can divert traffic to other neighborhood streets and require enforcement to be fully effective.

Advantages:
- Reduces cut-through traffic
- Low-cost
- Can be designed to not restrict bicycle traffic

Disadvantages:
- Requires enforcement to be fully effective
- May divert traffic onto other neighborhood streets

Approx. Cost: $$
SIDEWALK AND PATHWAY IMPROVEMENTS

Continuous sidewalks and pathways are a critical component in creating a safe environment for pedestrians. Because of the semi-rural setting in many parts of the Town, however, residential streets often do not have any frontage improvements (e.g., curb and gutter, and sidewalks). To best serve the needs of pedestrians, sidewalk facilities should be improved as part of a traffic calming project where possible.

Advantages:
- Enhances pedestrian safety
- Opportunity for landscaping
- Can slow vehicle travel speeds due to narrower lanes

Disadvantages:
- Can change rural characteristic of neighborhood
- May remove some on-street parking
- Landscaping requires maintenance by residents
- May decrease street drainage
- May require construction of gutters or other storm drain features

Approx. Cost: $$$
INTERSECTION CURB EXTENSIONS / CHOKERS

Curb extensions reduce a roadway’s width between its curbs, thereby increasing pedestrian visibility to oncoming vehicles and reducing the intersection crossing distance. Curb extensions can be accomplished by extending the curbs at an intersection towards the center of the roadway, or by building raised islands in the roadway, which allow for drainage and bike lane passage. Both measures tighten curb radii at the corner, shortening the pedestrian crossing distance and reducing the speeds of turning vehicles.

**Advantages:**
- Improves pedestrian circulation and space
- Through and left-turn movements are easily negotiable by large vehicles
- Creates protected on-street parking bays
- Shortens pedestrian crossing distance
- Opportunity for landscaping and entrance feature
- Reduces speeds (especially right-turning vehicles) and traffic volumes

**Disadvantages:**
- May slow right-turning emergency vehicles and large trucks
- Potential loss of on-street parking
- May require reconstruction of gutters and storm drain features
- May require bicyclists to briefly merge with vehicular traffic

**Approx. Cost:** $$$
RAISED CROSSWALKS

By raising the level of the crossing, pedestrians are more visible to approaching motorists. Raised crosswalks can be up to six inches high, 12 to 24 feet in length, and stretch the width of the street. They are outfitted with crosswalk markings and signage. Raised crosswalks are intended to reduce vehicle speeds where there is a large pedestrian crossing volume.

**Advantages:**
- Improves pedestrian visibility to oncoming vehicles
- Can provide positive aesthetic value with pavement treatments
- Effective in reducing speeds

**Disadvantages:**
- Textured materials, if used, can be expensive
- Impact to drainage needs to be considered
- May slow emergency vehicle response time
- Increased noise to adjacent residences

**Approx. Cost:** $$$

RAISED MEDIAN ISLANDS

Raised islands, whether median barriers or channelizing islands, can be used to narrow lanes for speed control and/or to prohibit certain turning movements. Median barriers are raised islands that are located along the centerline of a street and continue through an intersection so as to block through movement at a cross street. Channelizing islands are raised islands that block certain movements on approaches to an intersection. Both can also be used for pedestrian refuges at mid-crosswalk locations.

**Advantages:**
- May reduce collision potential
- Can reduce pedestrian crossing distance when used as a pedestrian refuge
- Provides opportunity for landscaping or other aesthetic features
- Redirects traffic to major streets and reduces cut-through traffic

**Disadvantages:**
- If designed improperly, drivers can maneuver around a channelizing island to make an illegal movement
- Limits turns to and from the side street for local residents and emergency vehicles
- Can shift traffic to other street(s)
- Landscaping requires maintenance by Town or residents

**Approx. Cost:** $$$
SPECIAL AND TEXTURED PAVEMENT

Intended to reduce vehicle speeds, textured pavement is usually provided at crosswalks or within entire intersections with colored paving material and stamped patterns, such as a brick design.

Advantages:
- Aesthetically pleasing
- May reduce vehicle speeds
- May be used at an intersection or crosswalk location to increase visibility

Disadvantages:
- High maintenance costs
- Effectiveness may be limited

Approx. Cost: $$

GATEWAY TREATMENTS

Gateway entrance treatments are meant to slow drivers down by providing visual cues that tell drivers they are entering a local residential area or that the surrounding land uses are changing. Usually located at key entryways into a neighborhood, gateway treatments may consist of physical, textured, and visual changes to streets. They often consist of design features, such as changes in pavement, signage, planted medians, or chokers that narrow a street.

Advantages:
- Can reduce vehicle speeds
- Announces a difference in driving environments
- Creates identity for neighborhood community, school or park area
- Can discourage cut-through traffic
- Creates opportunity for landscaping or other aesthetic feature

Disadvantages:
- May require regular maintenance and irrigation
- May require localized removal of parking
- May create physical obstruction

Approx. Cost: $$$
FIXED SPEED DISPLAY FEEDBACK SIGNS

A speed display feedback sign is a device that measures each approaching vehicle’s speed. The vehicle’s speed is displayed next to the legal speed limit, reminding speeding drivers to slow to the speed limit. The device is attached to a pole and is not easily transferable to another location.

**Advantages:**
- Provides immediate feedback to drivers on their driving speed
- Does not slow emergency vehicles
- Does not require Town staff set-up and removal after the initial installation
- Effective in reducing speeds in the short-term

**Disadvantages:**
- Not an enforcement tool
- Effectiveness may be temporary
- Less effective on multi-lane roads
- Subject to vandalism

**Approx. Cost:** $$$

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SPEED HUMPS

Speed humps are rounded raised areas of pavement typically 12 to 14 feet in length. They are often placed in a series (typically spaced 300 to 600 feet apart).

**Advantages:**
- Reduces traffic cut through volume and collision rate

**Disadvantages:**
- May cause jarring of emergency rescue vehicles
- May divert traffic to other neighborhood streets
- Vertical deflection may cause distress to elderly or injured persons
- May encourage rapid acceleration between speed humps

**Approx. Cost:** $$$

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SPEED CUSHIONS

Speed cushions are a variation of a speed hump with a shorter height and space between the cushions. Cushions are approximately 3-inches high, rectangular in shape, 6 feet wide, and 6 to 14 feet in length.

**Advantages:**
- Effectively reduces vehicle speeds
- Does not require parking removal
- May reduce vehicular volumes

**Disadvantages:**
- May divert traffic to other neighborhood streets
- May encourage rapid acceleration between speed humps
- May slow emergency vehicles

**Approx. Cost:** $$$

MID-BLOCK CHOKERS

Chokers are midblock curb extensions that narrow a street by extending the sidewalk or widening the planting strip. Chokers are intended to reduce traffic volumes by making the roadway narrow so that only one car at a time can pass through it, or two cars can pass very slowly in opposite directions.

**Advantages:**
- Reduces traffic volumes and speeds
- Reduces pedestrian crossing width and increases visibility of pedestrians
- May be preferred by emergency response agencies over other traffic calming measures

**Disadvantages:**
- Potential loss of on-street parking
- May require reconstruction of gutters and storm drain features
- May require bicyclists to briefly merge with vehicular traffic

**Approx. Cost:** $$$
TRAFFIC CIRCLES

Traffic circles are raised circular islands, placed in intersections of local streets, around which traffic circulates. They are typically controlled by yield or stop signs on all approaches. Circles prevent drivers from speeding through intersections by impeding the straight-through movement and forcing drivers to slow down to yield. Drivers must first turn to the right, then to the left as they pass the circle, and then back to the right again after clearing the circle. Traffic circles are appropriate on streets with low to moderate traffic volumes and speed limits of 35 miles per hour or less. The islands are often landscaped.

Advantages: • If designed well, can have positive aesthetic value • May reduce collision potential and collision severity • Effective in moderating speeds and improving safety

Disadvantages: • Difficult for large vehicles (such as fire trucks) to circumnavigate • Must be designed so that the circulating lane does not encroach on crosswalks • May slow emergency vehicle response time • Potential loss of on-street parking • Landscaping must be maintained, either by Town or by residents

Approx. Cost: $$$

CHICANES

A chicane is a series of two or more staggered curb extensions on alternating sides of a roadway. Horizontal deflections like these cause motorists to reduce speed through the serpentine roadway.

Advantages: • Provides opportunity for landscaping • Reduces vehicle speeds • Enhances visual breaks in the streetscape

Disadvantages: • Poorly designed chicanes may still permit speeding by drivers cutting straight paths across center line • Can impact driveway access and remove on-street parking • Landscaping must be maintained, either by Town or by residents

Approx. Cost: $$$
FORCED-TURN CHANNELIZATION

Channelization at three-legged intersections forces previous straight-through movements to make slower turning maneuvers. The purpose of realigning intersections includes slowing traffic down, redirecting traffic, or providing a neighborhood gateway.

Advantages:  • Reduces cut-through traffic  • May provide a neighborhood gateway  • More self-enforcing than signs
Disadvantages:  • May divert traffic to other streets  • Can increase trip lengths

Approx. Cost: $$$

SEMI-DIVERTERS

Raised areas placed diagonally across a four-legged intersection. They prohibit through movements by creating two "L" shaped intersections. Semi-diverters are curb extensions that restrict movements onto a street. They are constructed to approximately the center of the street, obstructing one-way traffic. A one-way segment is created at the intersection, while two-way traffic is maintained for the remainder of the block.

Advantages:  • Reduces cut-through traffic  • Opportunity for landscaping  • Reduces pedestrian crossing widths  • Maintains bicycle and pedestrian movement in the neighborhood
Disadvantages:  • May divert traffic to other streets  • May increase emergency response times  • Increased maintenance

Approx. Cost: $$
RAISED INTERSECTION

A raised intersection is a flat, raised area covering an entire intersection with ramps on all approaches. It is typically about 4” high and finished with textured pavement.

Advantages:  
- Effectively reduces vehicle speeds at intersections  
- Enhances pedestrian safety  
- Aesthetically pleasing

Disadvantages:  
- May require bollards to define the edge of roadway  
- Storm drainage modifications are necessary  
- Slows emergency response times

Approx. Cost:  $$

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TWO-WAY TO ONE-WAY STREET CONVERSION

This measure converts a segment of a two-way street to one-way operations. The primary benefit of two-way to one-way street conversions is reduction in cut-through traffic. May be used in conjunction with a semi-diverter.

Advantages:  
- Creates opportunity for active transportation and livable space  
- Reduces cut-through traffic

Disadvantages:  
- May increase trip travel time  
- Forces traffic onto parallel routes  
- May increase vehicular speeds

Approx. Cost:  $$
WOONERFS / MODIFIED STREET DESIGN

“Woonerf” is a Dutch term meaning “living yard.” The street is designed with physical constraints that limit motorists to speeds under 10 mph. Streets can be completely redesigned to remove the need for sidewalks or curbs.

Advantages:
- Reduces vehicle speeds and traffic volumes
- Provides a public space for social interaction
- Provides opportunity for landscaping

Disadvantages:
- Very expensive, especially as a retrofit

Approx. Cost: $$$$
Traffic Safety Request Form

This form is to request review of your transportation concern along a San Anselmo neighborhood public street. Please fill out all sections and submit to:
Town of San Anselmo, Attn: Traffic Safety Committee, 525 San Anselmo Avenue, San Anselmo, CA 94940

Contact Person(s) Information Requested by:
Printed name: __________________________ Individual property owner or resident: __________
Address: ________________________________ Neighborhood / condo association: __________
Phone: ________________________________ Other interested group (specify): __________
Email: __________________________ Date: __________________________

Location of Concern
Please describe the location of concern, as well as the affected area (other streets, neighborhood):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Traffic and/or Safety Concern
Please describe the nature of the neighborhood traffic and/or safety issue you are concerned with:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

FOR TOWN OF SAN ANSELMO STAFF USE ONLY

Date request received: __________________________
Tracking number: __________________________
Action taken: __________________________
Action description: __________________________
Work order number and date (if applicable): __________________________
Applicant notified of outcome on: __________________________
Completed on: __________________________

Thank you. Additional Comments and/or Photo or Sketch
Provide attach any additional comments and/or a photograph or sketch, if necessary, to further explain concerns or suggested changes:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

APPENDIX I: Traffic Safety Request Form
Petition for Neighborhood Traffic and Safety Education

This form is to request initiation of the Neighborhood Traffic and Safety Education program. Please fill out this page and submit to:
Town of San Anselmo, Attn: Traffic Safety Committee, 525 San Anselmo Avenue, San Anselmo, CA 94940

Contact Person(s) Information
Printed name: ____________________________  Printed name: ____________________________
Address: ____________________________  Address: ____________________________
Phone: ____________________________  Phone: ____________________________
Email: ____________________________  Email: ____________________________
Date: ____________________________  Date: ____________________________

Location of Concern
Please describe the location of concern, as well as the affected area (other streets, neighborhood).
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Traffic and/or Safety Concern
Please describe the nature of the neighborhood traffic and/or safety issue you are concerned with.
__________________________________________________________________________________
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__________________________________________________________________________________

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<thead>
<tr>
<th>PRINTED NAME</th>
<th>SIGNATURE</th>
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This worksheet will be completed by the Town of San Anselmo staff in accordance with the Town’s Neighborhood Traffic Calming Program. It will be used to prioritize the potential initiation of specific neighborhood traffic calming processes. Note that the highest scoring “street” will be used if multiple streets are included in the study area.

Date: __________________ Name of neighborhood: ____________________________

Limits of study area: ______________________________________________________

<table>
<thead>
<tr>
<th>1. Traffic Volumes (mid-week volumes within last two years)</th>
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<tbody>
<tr>
<td>Greater than 2000 vehicles per day = 8 points</td>
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<tr>
<td>1,500 to 2,000 vehicles per day = 6 points</td>
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<td>1,000 to 1,500 vehicles per day = 4 points</td>
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<tr>
<td>Less than 1,000 vehicles per day = 0 points</td>
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<tr>
<th>2. Reported Collision History on Local Streets</th>
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<tbody>
<tr>
<td>More than 5 collisions in a 3-year period = 12 points</td>
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<tr>
<td>2 to 4 collisions in a 3-year period = 9 points</td>
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<tr>
<td>1-3 collisions in a 3-year period = 6 points</td>
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<th>3. Travel Speeds</th>
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<tbody>
<tr>
<td>85th percentile speed &gt; 10+ mph over speed limit = 10 points</td>
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<tr>
<td>85th percentile speed &gt; 5+ mph over speed limit = 6 points</td>
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<tr>
<td>85th percentile speed &gt; 3+ mph over speed limit = 3 points</td>
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<tr>
<th>4. Pedestrian Facilities</th>
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<tbody>
<tr>
<td>There is essentially no pedestrian space available = 5 points</td>
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<tr>
<td>The pedestrian space needs improvement = 3 points</td>
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<th>5. Schools and Activity Centers</th>
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<tr>
<td>The street is used as a primary access route to school, transit, shops, community facilities, etc.</td>
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<tr>
<td>3 points for each school, 2 points for each other activity center destination.</td>
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<td>(10 points maximum total)</td>
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<th>Unique Conditions</th>
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<tr>
<td>Unique conditions prevail such as sight distance constraints, parking on sidewalks, high truck volumes. (5 points maximum total)</td>
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</table>

Total Score (Maximum of 50):

Prepared by: ____________________________
APPENDIX II: FREQUENTLY ASKED QUESTIONS

**Question: What is “Traffic Calming?”**

**Answer:** Traffic calming is defined by the Town of San Anselmo as the management of vehicular traffic speeds and volumes through educational, enforcement and/or engineering measures so that their negative impacts on residents, pedestrians, bicyclists and schools are minimized.

**Question: Is any road a candidate for traffic calming?**

**Answer:** All neighborhood streets in the Town of San Anselmo with dedicated public right of way are eligible for traffic calming. However, the Town’s arterial roadways, such as Sir Francis Drake Boulevard, Center Boulevard, Butterfield Road, and Red Hill Avenue are not eligible for neighborhood street traffic calming. It is the intention of this Guide to keep traffic on these arterials whenever possible. Arterial roadways provide a higher degree of mobility, serve key emergency response and truck routes, and through traffic is encouraged to use such roadways.

The use of any Level 2 engineering measures along collector roadways, evacuation routes, and truck and bus routes must be approved by the Central Marin Police Authority, Ross Valley Fire Department, and Public Works departments. Some measures could result in significant problems for emergency response vehicles (e.g., fire trucks, ambulances), large numbers of motorists evacuating an area, trucks transporting delicate goods, or passenger buses. Collector streets in San Anselmo include San Francisco Boulevard, Broadmoor Avenue, Forbes Avenue, San Anselmo Avenue, Ross Avenue, Bolinas Avenue, Greenfield Avenue, Sequoia Drive, Hillsdale Drive, Barber Avenue, and Saunders Avenue.

**Question: What is Street Smarts Marin?**

**Answer:** Street Smarts Marin is a traffic safety program that educates drivers, pedestrians, and bicyclists about safety issues in order to encourage positive behavior change. Street Smarts is designed to make Marin’s streets safer and friendlier and to reduce the number of traffic-related accidents. Through grant funding and community partnerships, Street Smarts offers engaging traffic safety programs at elementary, middle and high schools and the community at large. Find more information about Street Smarts at http://www.streetsmartsmarin.org/.

**Question: How can I install a stop sign near my house?**

**Answer:** Stop signs are installed for right of way management at intersections where current traffic control is inefficient; and when the proposed location meets the stop sign installation criteria. Stop signs are not installed to slow vehicles or serve as traffic calming mitigation.

In order to analyze the effectiveness of stop sign control at an intersection, many factors must be considered, which include: traffic volumes, traffic accident history, pedestrian volumes, etc. Because stop signs are intended for right of way management, a specific traffic concern may be addressed through other traffic mitigation measures found in the Traffic Calming Program.

**Question: Why is it necessary to maintain landscaping near the sidewalk and roadway near my property?**

**Answer:** It is important to maintain clear sight lines and sidewalks so that roadway users have sufficient time to react to other roadway users and obstacles.

**Question: What types of physical measures can be used?**

**Answer:** Physical engineering measures involve altering the road layout or appearance, customarily with horizontal or vertical deflection. To learn about the different types of measures that could potentially be used in San Anselmo see the Traffic Calming Toolbox, pages 12 – 32.

**Question: Are there less expensive options than physical measures?**

**Answer:** Increasing community awareness about the problem is an important first step. San Anselmo staff are available to speak to homeowners associations about traffic calming measures and to help raise awareness about advantages, disadvantages, approximate costs and funding options.