



SAFE STREETS POLICY

SECTION or POLICY NO:

Section 13.18

ORIGINATING DEPT:

Community Development

Reference:

Administrative Policy

SUPERSEDES:

N/A

NEW EFFECTIVE DATE:

July 25, 2024

PAGE 1 of 2

APPROVED BY:

Adam Raymond, City Manager

Policy Objective:

To improve road safety and encourage active transportation by use of signage, demonstration projects, quick-build projects, and street closures.

Funding:

Funding shall come from eligible transportation revenues including Proposition C, Measure R, Measure M, TDA Article III, and grants. Funding will be made available based on council appropriation.

History:

Over the past five years, the City of Glendora has deployed a variety of slow streets programs and projects including five demonstration projects and parklets in the Glendora Village.

On February 9, 2021 the City Council approved and passed Resolution CC 2021 which states that the City of Glendora affirms its commitment to Complete Streets and desires that its streets form a comprehensive, safe and integrated transportation network for all road users.

California Assembly Bill 773 from 2021 allows cities by resolution or ordinance to close or reduce speeds of streets with the goals of improving safety and supporting economic development.

On January 10, 2023 the City Council adopted Resolution 2023-03 which declared the permanent closure of Meda Avenue within the Glendora Village. This allowed the City to construct the Meda Avenue and Bus Plaza improvements projects which provided economic, recreational, and social benefits to the Glendora Village.

On January 23, 2024 the Safe Streets Program Ordinance 2084 was passed, approved, and adopted by City Council.

The Glendora Circulation Element 2025 states goals of “safety for motorists and pedestrians on local roadways,” and “reduced transportation impacts on local neighborhoods.” Safe Streets aims to meet these goals by slowing down vehicular traffic and encouraging bicycle and pedestrian activity.

The Southern California Association of Governments (SCAG) endorses the transportation system safety goal encompassed by a vision called Zero Deaths, which acknowledges that even one traffic-related fatality is unacceptable. Achieving the Zero Deaths vision requires the implementation of a Safe System approach which is based on the anticipation of human error and may be implemented

through roadway design features and traffic management strategies to minimize opportunities for human error and to mitigate the impact of collisions that do occur to reduce the risk of fatalities or serious injuries. Safe Streets is one strategy that is being used to achieve this vision.

SCAG also endorses *Go Human* which is a community engagement program with the goals of reducing traffic collisions in Southern California and encouraging people to walk and bike more. One way to achieve these goals is by implementing Safe Streets.

The California Department of Transportation’s (CalTrans) Strategic Highway Safety Plan 2020-2024 states the objective to reach zero fatalities and serious injuries by 2050. The strategy is to use the 5 Es: Education, Enforcement, Engineering, Emergency Response and Emerging Technologies to develop solutions that advance the goal of zero fatalities and serious injuries. One solution, which falls under Engineering, is Safe Streets projects.

Authority:

City Manager or designee.

Assigned Responsibility:

Community Development
Police Department
Public Works
Transportation

Definitions:

Abutting: to be next to or have a common boundary with.

Active Transportation: means of getting around that is powered by human energy, e.g., walking and biking.

Arterial street: to provide for regional, sub-regional, and inter-city travel, carrying approximately 12,000 to 50,000 vehicles per day. Arterials generally consist of four to six travel lanes (two to three in each direction) with the optimal right-of-way width of 100 feet and a curb-to-curb width of 84 feet. Speed limits range from 35 to 55 miles per hour.¹

Collector street: designed to carry traffic between local streets and the arterial roadway network. This category of roadway generally consists of two to four travel lanes (one to two in each direction) with the optimal right-of-way width of 60 to 80 feet with a curb-to-curb width of 40 feet.¹

Complete Streets: a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, users and operators of public transit, bicyclists, persons with disabilities, seniors, children, motorists, users of green modes, and movers of commercial goods, emergency vehicles, and freight.

¹ [Circulation Element](#)

Demonstration project: a short-term, low-cost, temporary roadway project used to pilot potential long-term design solutions to improve walking/bicycling, vehicle travel, and public spaces.

Green Space: community space consisting of land, such as parks, rather than buildings.

Local Streets: designed to provide direct access to individual properties not served by arterial and collector roadways. Local streets include roadways not classified as arterials or collectors. A local street generally consists of two travel lanes (one in each direction) with parking permitted on one or both sides. Local streets generally have a right-of-way width of 50 feet and a curb-to-curb width of 36 feet. Posted speed limits range from 25 to 30 miles per hour.¹

Quick-build: an interim capital infrastructure project which requires minor construction activities but is built with durable, low to moderate cost materials, and lasts from one year to five years.

Safe Street: a designated stretch of a non-arterial roadway with connections to citywide bicycle networks, destinations that are within walking distance, and/or green space.

Policy/Procedure:

Per Chapter 13.18.020 of the Glendora Municipal Code (GMC)², the City Manager, shall have authority to designate a local street, or local street segment, as a Safe Street for closure to vehicular traffic or to limit access and speed on a street using roadway design features, including, but not limited to, islands, curbs, or traffic barriers, as outlined in Section 13.18.030.

To initiate a Safe Streets project, the following will happen:

- a. Resident requests their local street be considered for the Safe Streets program through an online application found at www.cityofglendora.org/services/transportation/safe-streets-program. Applicant must be a resident of the affected street segment and becomes known as “Street Representative” following submission of application;
- b. Street Representative collects signatures for petition from residents and owners of property whose driveway approach touches the affected portion of Safe Street segment. Petition must have 67% or more of residents and property owners in favor of Safe Street improvements;
- c. Street Representative submits completed petition to Traffic Safety Advisory Committee (TSAC);
- d. TSAC reviews resident request;
- e. A traffic study yields results concluding that the closure or traffic restriction of said proposed Safe Street is necessary for the safety and protection of persons who are to use that portion of the street during the closure or traffic restriction;
- f. TSAC approves Safe Street request;
- g. TSAC determines appropriate street treatments for requested Safe Street;
- h. Residents and owners of property whose driveway approach touches the affected portion of the street and those 300 feet from the Safe Street segment are notified by mail about the proposed street treatments. Transportation Division is to oversee this task. Notification recipients are encouraged to:

² [City of Glendora Municipal Code Chapter 13](#)

- i. Attend open house workshop(s) regarding the approved Safe Street and its modifications;
 - ii. Respond via mail or email with any feedback within 14 days.
- i. City hosts open house workshop(s) regarding the approved Safe Street and its modifications. Multilingual materials and/or translator will be present;
- j. Contract for project is created and approved;
- k. Residents and owners of property whose driveway approach touches the affected portion of the street and those 300 feet from the Safe Street segment are notified by mail about upcoming construction. Transportation Division is to oversee this task;
- l. Contractor begins project. Vehicle and pedestrian access will be limited during this time;
- m. Contractor completes project;
- n. Safe Streets website is updated from the time of application to the time of completion, reflecting each project’s progress as it occurs. Transportation Division is to oversee this task.

Per Chapter 13.18.030 of the GMC, the City Manager has authority to designate a local street or local street segment as a Safe Street. Once a Safe Street is designated, the City Manager is permitted to:

- a. Install temporary roadway treatments, such as signage; parabolic vertical traffic calming devices, such as speed bumps and speed humps; and other traffic control devices, to evaluate roadway user behavior and active transportation (e.g., walking and biking) user safety and comfort, prior to installing permanent roadway engineering changes;
 - i. The implementation period of each temporary treatment shall be determined by the City Manager or their designee, depending on the scope and impact of the roadway change, subject to approval by the City Council.
- b. Restrict vehicular traffic through regulatory changes, such as:
 - i. Permitting only local traffic and restricting through traffic,
 - ii. Instituting advisory speed limits,
 - iii. Requiring vehicles to yield to pedestrians, bicyclists, and users of small, automated devices, such as electric bicycles, scooters, mobility assistance devices, and neighborhood electric vehicles;
- c. Repurpose curb lanes to public space in accordance with permit rules established for outdoor dining, street vending, sidewalk vending, and other public uses as prescribed in Chapter 10 of the GMC;³
- d. Install permanent roadway treatments, including, but not limited to: flexible traffic posts, raised rubber curbing, flash posts, traffic islands, pedestrian refuges, lane defenders, speed cushions, bike lane defender barriers, and transit humps.
- e. Fully close a street to through vehicular traffic. At no point shall pedestrian access be limited except for construction activities;

Per Chapter 13.18.040 of the GMC, to designate a Safe Street, the City Manager, or their designee, shall, in accordance with state law:

- a. Maintain a publicly available internet website with information about the Safe Streets program, a list of streets that are included in the program or are being evaluated for inclusion in the program, and instructions for participating in the public engagement process (i.e., workshops).

³ [City of Glendora Municipal Code Chapter 10](#)

- Transportation Division is to oversee this task;
- b. Determine via traffic study that the closure or traffic restriction of said proposed Safe Street is necessary for the safety and protection of persons who are to use that portion of the street during the closure or traffic restriction;
 - c. Determine that the closure or traffic restriction leaves a sufficient portion of the streets in the surrounding area for other public uses, including vehicular, pedestrian, and bicycle traffic;
 - d. Notify Los Angeles County Fire Department of any changes to local streets;
 - e. Conduct an outreach and engagement process (i.e. workshops) that includes notification to residents and owners of property whose driveway approach touches the affected portion of the street and those 300 feet from the affected portion of the street being considered for inclusion in the Safe Streets Program, before any changes are made;
 - f. Provide 30 days' notice by mail of the closure or traffic restriction to residents and owners of property whose driveway approach touches the affected portion of the street and those 300 feet from the affected portion of the street;
 - g. Clearly designate the street closure or traffic restriction with signage in compliance with the California Manual on Uniform Traffic Control Devices⁴;
 - h. Prohibit entry to, or exit from, or both, from any street by means of islands, curbs, traffic barriers, or other roadway design features to implement the Circulation Element of the City's General Plan.⁵

Per Chapter 13.18.050 of the GMC, the City Manager, or their designee, shall provide an annual report to the City Council on the status of the Safe Streets program, including evaluation of changes to pedestrian, bicyclist, and vehicular traffic on designated Safe Streets and abutting streets, as well as assessment of potential future Safe Streets. The City Manager, or designee, shall also host an annual Safe Streets workshop.

Additional References:

Glendora Municipal Code Section 13.18²
California AB-773⁶
California Vehicle Code Section 21101(f)⁷

⁴ [California Manual on Uniform Traffic Control Devices](#)

⁵ [City of Glendora General Plan](#)

⁶ [California Assembly Bill 773](#)

⁷ [California Vehicle Code Section 21101](#)