City of Sebastopol Traffic Calming Guidelines

January 2003

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Purpose

The purpose of the Traffic Calming Guide is to assist City of Sebastopol residents in gaining a better understanding of the tools available and steps necessary to seek traffic calming services and measures. The following sections of this guide give a more detailed description of the different levels of traffic calming and the decision-making and implementation process. It also identifies a toolbox of traffic calming measures that range from education to enforcement to engineering along with implementation processes to help neighborhoods identify and remedy local conditions.

This Traffic Calming Guide focuses on residential streets. The goal is to calm traffic on these local streets, allowing children and families to feel more secure in their own neighborhoods. Traffic calming principles can also be applied to arterial streets which serve multiple purposes and to enhance pedestrian crossings of major streets.

What Is Traffic Calming?

Traffic Calming is a way to manage traffic so that its negative impacts on residents, pedestrians and schools are minimized. This is achieved by implementing traffic calming measures, including **education**, **enforcement techniques,** and the **application of street designs** to reduce the negative affect of motor vehicles on neighborhood livability.

The expected benefits of traffic calming include:

- Slower moving traffic
- Less through traffic
- Reduced truck traffic
- Less noise, vibration, and air pollution
- Reduced incidence of collisions
- Creation of more walkable neighborhoods

Traffic Problems in Neighborhoods

It is important to note that each street in the community is a part of the larger roadway network that connects residents to each other, work, schools, goods, services, and the myriad of destinations we travel to daily. However, streets not only serve to connect us to the destinations we seek to reach, they also help to define the vitality, character, and livability of our neighborhoods. Streets are shaped and impacted by their surrounding land uses. For example the design and location of commercial activities, schools, services, and other streets may directly impact traffic in your neighborhood. Common issues within neighborhoods include speeding, traffic volumes, and the utilization of neighborhood streets as a cut through route, among others.

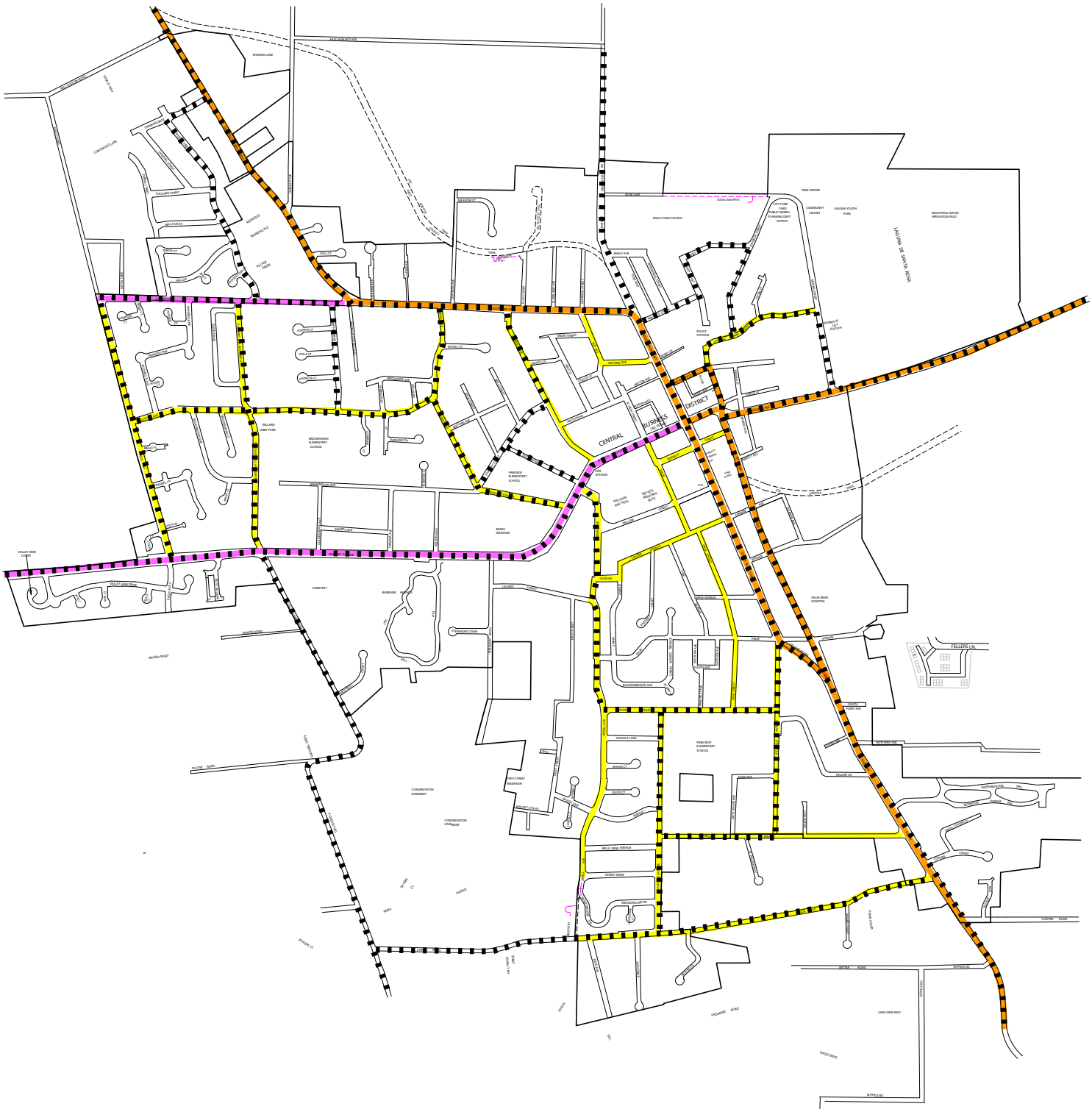
We are all speeders, guilty of driving too fast in our own neighborhoods at times, some of us more often than others. "Speeders" are not bad guys from somewhere else – they are our neighbors and friends, responsible citizens like ourselves who are also committed to improving the safety and peacefulness of our neighborhoods. Neighborhood activity is an important tool that reminds neighbors to pay attention

to their driving habits and of their mutual responsibility to the residents – particularly the children – living in the community.

The Sebastopol Street Network

The Sebastopol street system is a limited network of arterials primarily consisting of State Route 116 and State Route 12, both of which are controlled by Caltrans. State Route 116 serves north-south regional and community traffic while State Route 12 serves east-west regional traffic from Main Street to/from the east. Bodega Avenue continues to the west and is an arterial maintained by the City. The Sebastopol street network, including designated arterial and collector streets, is shown in Figure 1.

There are a limited number of connection points from one neighborhood to another due to natural environmental constraints and the evolution of the local street system. Because of the system of streets in place, many of the residential streets in Sebastopol serve a dual role as both residential street and collector street. Although some traffic control measures and strategies can be applicable in Sebastopol to control speeds and increase the livability of the street, some traffic control measures which eliminate access would not be applicable in Sebastopol since their implementation would cause a diversion of traffic to other residential streets due to the limited number of connection points between neighborhoods. Therefore, the focus of this guide is on measures which reduce speed and provide other safety benefits.



LEGEND

- Arterial, State Highway
- Arterial, Local
- Collector, Local
- Bus Routes

North

Not to Scale

W-TRANS

Figure 1

Traffic Calming Guide

Whitlock & Weinberger Transportation Inc.

Street Classification

City of Sebastopol

SOX000.ai 1/03

Menu of Traffic Calming Measures

The following pages include information on traffic calming measures that can be implemented in your neighborhood. Generally, there are five approaches to calming traffic within a neighborhood or community:

- Programmatic Measures
- Non-Physical Measures
- Vertical Deflection Measures
- Horizontal Deflection Measures
- Traffic Volume Reduction Measures (not applicable)

It should be noted that measures which divert traffic volumes from a residential street are not applicable in the City of Sebastopol due to the potential impact to adjacent residential streets. This type of measure generally includes physical diverters, street closures and median barriers which restrict vehicles from turning at specific locations. Following is a description and examples of the other approaches to calming traffic.

Programmatic Measures

Programmatic Measures are generally the first course of action taken if it is determined that speeds or safety conditions exceed the City's standards. They primarily include educational and enforcement programs rather than physical modifications to the street.

- ***Police Enforcement*** entails the presence of police to monitor speeds and issue citations. This method is used as an initial attempt to reduce speeds on streets. It is most applicable on streets with documented speeding problems.

- ***Radar Trailer*** is a mobile radar display that informs drivers of their speed. The City of Sebastopol Police Department has utilized this equipment throughout the City for the past several years.

- ***Neighborhood Traffic Safety Campaigns*** usually consist of personalized letters or general flyers that are distributed to all residents of a neighborhood and that cite statistics on speeding within the neighborhood and appeal for compliance with traffic laws.

- As part of the ***Neighborhood Speed Watch Program***, residents are lent radar guns so that they can record the speeds, makes, models, and license plate numbers of all vehicles clocked speeding through their neighborhood. The police department then sends warning letters to the owners of offending vehicles, reminding them of the posted speed limit and the neighborhood's concern for safety.

Non-Physical Measures

Non-Physical Measures include any mitigation that does not require the construction of physical modifications to the roadway while utilizing lower cost treatments. Some common basic elements include:

- ***Warning Signs*** such as "Children at Play" or Pedestrian signs can inform non-residents of the residential nature of the street. It should be noted that "Children at Play" signs are no longer standard signs recommended for use.

- ***Stop Signs*** are intended to assign the right-way between motorists, pedestrians and cyclists at an intersection. Although many citizens believe that stop signs help reduce speeds on their street, studies have shown that mid-block speeds are higher between stopped approaches than at those locations without stop signs.

- ***Truck Restrictions*** can be achieved through the posting of truck restriction signs at the entry to neighborhoods

- ***Signed Turn Restrictions*** can be implemented through the use of a sign prohibiting certain movements at an intersection, e.g., "No Left Turn."

- ***High Visibility Crosswalks*** incorporate striped patterns, pavement lights, improved signing or advance flashing beacons. This type of crosswalk is most appropriate near schools and recreation facilities.

- ***Striping*** is used to create narrow lanes which give the impression of a narrow street. This makes the motorist feel restricted, which helps reduce speeds. Striping can also be used to create medians.

- ***Speed Legends*** are numerals painted on the roadway indicating the current speed limit. These legends can be useful in reinforcing a reduction in speed limit between one segment of a roadway and another segment.

- ***Raised Pavement Markers*** can be used on curves where vehicles have a tendency to deviate outside of the proper path, or can be used as a rectangular array across a roadway creating a "rumble strip."

- ***Curb Markings*** are special curb paintings that restrict or limit parking along the curb to enhance safety and/or increase visibility of pedestrians and bicyclists.

- ***High Visibility Signs*** may include larger signs or high intensity yellow-green signs on streets to ensure visibility to motorists.

- ***Parking*** can influence speed on a residential street. Streets with parking areas that are rarely used can lead to higher speeds while narrow streets with parking on both sides can create a slower moving street.

It should be noted that the City of Sebastopol typically tries to avoid striping, pavement markings, and raised pavement markers in residential neighborhoods as much as possible, due to ongoing maintenance costs.

Vertical Deflection Measures

Vertical deflection measures use variations in pavement height and alternative paving materials to cause drivers discomfort at high travel speeds. The intention of the deflection is to reduce speeds along a street within a neighborhood or at a specific location so that others users, such as pedestrians, are presented with a roadway feature which better meets their needs. Some common vertical deflection devices include:

- ***Raised Crosswalks and Intersections*** are raised areas covering either the crosswalk or the entire intersection. They are often constructed with brick or textured materials to increase visibility for approaching motorists and to further identify 'pedestrian territory.' Details of this measure follow.

- ***Speed Humps*** are raised pavement areas placed across the road. A ***Speed Table*** has a larger flat are than a speed hump. ***Speed cushions*** consist of either recycled rubber or asphalt, raised about 3 inches in height and placed in groups of three across the road. The length of each cushion is about 10 feet. The spaces between the cushions allow emergency vehicles to partially straddle the device. Details of this measure follow.

- ***Textured Pavement*** includes the use of stamped pavement or alternate paving materials to create an uneven surface for vehicles to traverse. They may be used to emphasize either an intersection or pedestrian crossing area.

Horizontal Deflection Measures

Horizontal deflection measures use raised islands and curb extensions to deflect the driver's path away from a straight line along roadways and through intersections. The intention of the deflection is to reduce the driver's speed through a corridor so that other users of the area are not impacted by speeding traffic. Some common horizontal deflection devices include:

- ***Bulbouts and Curb Extensions*** are curb extensions at intersections that reduce curb to curb roadway width. They tighten corner curb radii reducing the speeds of turning motorists, as well as shorten crossing distances, widen sidewalks, and accommodate landscaping.

- ***Chokers and Neckdowns*** are midblock curb extensions that reduce roadway width. They are typically designed to shorten crossing distances, widen sidewalks, and accommodate landscaping.

- ***Chicanes*** are curb extensions that form 'S' turns by alternating from one side of the roadway to the other. The effect can also be created by alternating on-street parking from one side of the street to the other. Some older, narrow residential streets in Sebastopol already operate with a "Chicane affect" due to the parked vehicles on both sides of the street and the narrow available travelway.

- ***Gateway Treatments*** are special entrances that reduce the width of the travel way, often including the use of islands.

- ***Landscape Treatments*** provide separation between vehicles and pedestrians. They also enhance streets by providing a sense of place.

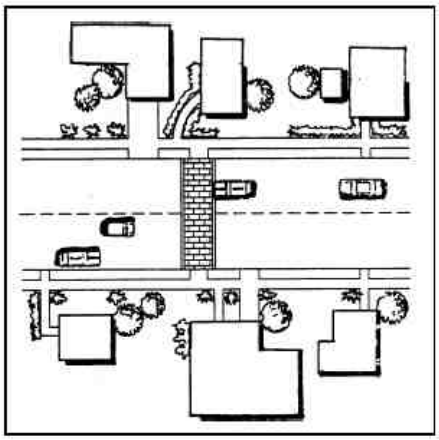
- ***Medians*** are raised islands between travel lanes that separate vehicle traffic and narrow the roadway. They provide pedestrian refuge and landscape opportunities.

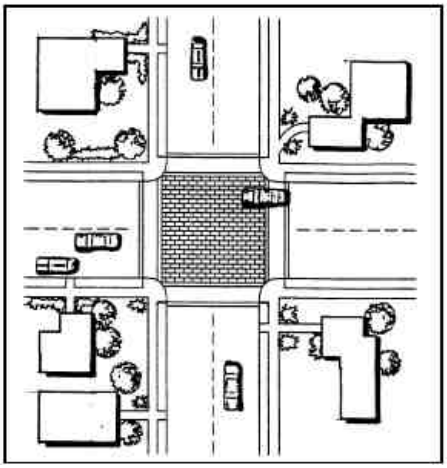
- ***Residential Traffic Circles*** are raised circular islands placed in the center of a residential intersection, around which traffic circulates in a counter-clockwise direction.

Additional details of all of these horizontal deflection measures follow.

Raised Crosswalks/Intersections

Raised crosswalks and intersections are elevated approximately 3-6 inches above the street grade to provide a distinctive zone for pedestrians at intersections. This measure is similar to speed humps or tables. Typically, these treatments utilize attractive paving treatments such as brick, paving stones, or concrete, which enhances the measure.





MEASURES:
Raised crossings
Sidewalk extensions

CONTROL TYPE:
Traffic Speeds

APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
High
$25,000 to $100,000 depending upon the measure

Advantages
High visibility Reduce vehicle speeds Appealing for disabled pedestrians
Disadvantages
Emergency response times slightly increased Expense Drainage issues Increased noise

Speed Humps, Speed Tables and Speed Cushions

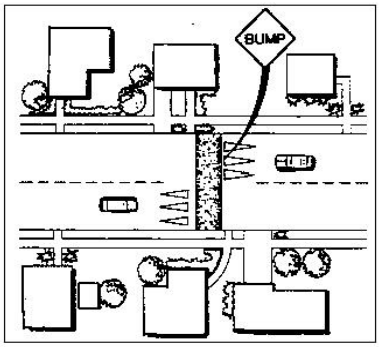
Speed humps are a popular traffic calming device. They are typically 3-6 inches high in the center and extend the full width of the street, and are placed 400 – 500 feet apart. Speed humps do have some drawbacks, they slow emergency response times, are noisy, and tend to shift problems to adjacent streets.

MEASURES:
Road humps
Undulations
Speed Cushions

CONTROL TYPE:
Traffic Speeds

APPLICATION:
Local Streets

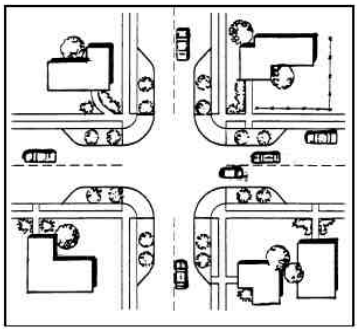
IMPLEMENTATION COST:
Low
$5,000 - $20,000 depending on treatment and engineering



Advantages
-Effective at decreasing vehicle speeds -Effective designs are bicycle safe -Relatively cost-effective solution
Disadvantages
-Aesthetics -Emergency response times increased -May be annoying to local residents -Increases noise pollution -Causes a rough ride

Bulbouts and Curb Extensions

Bulbouts and curb extensions work like chokers and neckdowns to narrow the mouth of an intersection, slowing the turning speed of traffic entering or exiting a street, and reducing street widths at crossings for pedestrians. However, bulbouts and curb extensions tend to vary from chokers and neckdowns as they are implemented only at intersections.



MEASURES:
Intersection narrowing
Pinch points
Constrictions

CONTROL TYPE:
Traffic Speeds

APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
Medium
$10,000 per corner

Advantages
Reduced crossing distances Improves pedestrian safety Slower right-turning vehicles Limited effect on through movements and left turns
Disadvantages
Reduced right turning ability for trucks and buses Potential loss of parking Requires cyclists to mix with traffic

Chokers and Neckdowns

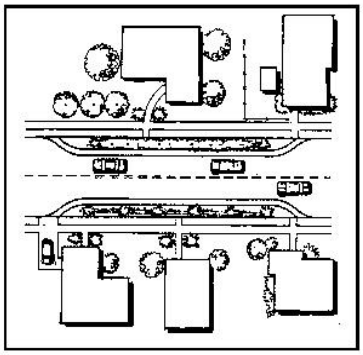
Chokers and neckdowns narrow the mouth of an intersection, slowing traffic entering or exiting a street, and reducing street widths at crossings for pedestrians.

MEASURES:
Intersection narrowing
Midblock narrowings
Pinch points
Constrictions

CONTROL TYPE:
Traffic Speeds

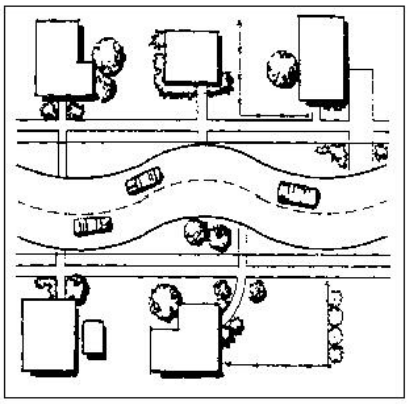
APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
Medium
$10,000 - $20,000



Advantages
Reduced traffic speeds Encourage drivers to proceed with caution Little impact to large vehicles
Disadvantages
Potential loss of parking Requires cyclists to mix with traffic Limited effect on vehicle speeds

Chicanes



Chicanes are a series of bulbouts, curb extensions, or other chokers designed to narrow streets, forcing traffic to slow and maneuver through the measures.

MEASURES:
Pinch points
Constrictions

CONTROL TYPE:
Traffic Speeds

APPLICATION:
Local Streets
Low-Volume Arterials

IMPLEMENTATION COST:
Medium
$10,000 - $20,000

Advantages
Decreases speeds Capture driver attention Can be easily negotiated by large vehicles Provides landscaping opportunities
Disadvantages
Potential parking loss Forms "obstacles" in roadway Costly curb realignment

Gateways

Gateways are most commonly a physical, geometric, or landscape landmark designed to signify a change in environments or districts, from commercial to residential for example. Gateways are often implemented in combination with roadway narrowing and pavement textures to help lower vehicle speeds. Gateways send a clear message to vehicle traffic that they must reduce speeds.

MEASURES:
Landmarks
Entry Transition

CONTROL TYPE:
Traffic Speeds

APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
Varies

Advantages
Reduce vehicle speeds Visually appealing
Disadvantages
May impact adjacent parking Landscaping maintenance

Landscaping Treatments

Landscaping provides a positive separation between motor vehicle traffic and pedestrians. Landscaping enhances streets providing a pleasant environment, and can reduce a streets effective width, leading to slower traffic speeds.

MEASURES:
Landscaped Islands & Medians
Streetscaping

CONTROL TYPE:
Traffic Volumes

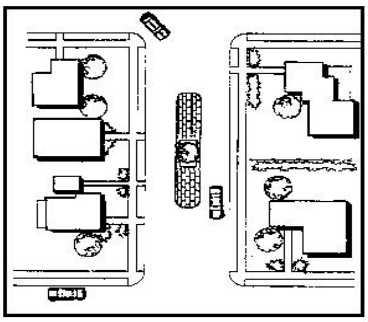
APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
Medium
$5,000 - $20,000

Advantages
Narrower travel lanes reduce traffic speeds Effective designs can increase pedestrian safety and convenience Landscaping can dramatically improve community identity Visually appealing
Disadvantages
Landscaping maintenance Potential loss of on street parking Effect on vehicle speeds is limited

Medians

Medians are raised islands that separate vehicle traffic. Some jurisdictions utilize medians as linear parks for pedestrians and cyclists. Medians enhance safety by reducing vehicle speeds and providing positive separation between vehicle traffic and by reducing potential conflict points. Existing streets can be retrofitted with medians by reducing travel lanes. Medians significantly enhance community identity and sense of place with landscaping treatments.



MEASURES:
Islands
Median

CONTROL TYPE:
Traffic Volumes

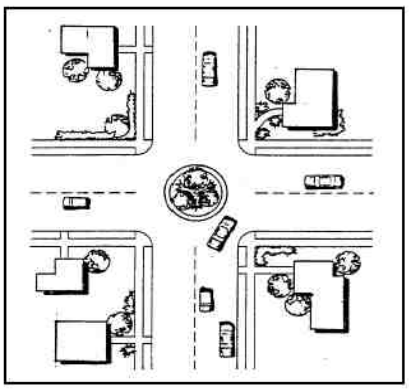
APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
Medium
$15,000 - $20,000

Advantages
Narrower travel lanes reduce traffic speeds Narrow crossing distances increase pedestrian safety and convenience Aesthetic and or landscaped medians can improve community identity
Disadvantages
Can be unexpected pedestrian crossing areas for drivers Potential loss of on street parking Effect on vehicle speeds is limited

Residential Traffic Circles

Residential traffic circles are used at intersection locations in place of other traffic control devices. Traffic Circles are raised circular islands that can be with our without deflector islands to circulate traffic through intersections allowing access onto desired streets by turning right. Typically, traffic circles would be controlled by yield on entry and replace an all-way stop condition. Traffic circles are different than roundabouts which are a higher capacity form of traffic control used on arterials.



MEASURES:
Islands
Median

CONTROL TYPE:
Traffic Volumes

APPLICATION:
Local Streets
Arterials

IMPLEMENTATION COST:
Medium
$50,000 - $100,000

Advantages
Reduce speeds near intersection Fewer collisions Can be designed to be very attractive
Disadvantages
Largest vehicles may need to circulate in wrong direction to turn left Landscaping maintenance Potential loss of parking

The Effects of Traffic Calming

Traffic calming has a different definition for different people, and typically, for each resident in favor of implementing traffic calming measures, there is another resident who is opposed. As traffic calming measures have proliferated around the country, both political support and political opposition have grown. The more traffic calming occurs in a locality, the more controversy seems to erupt. In fact, it is not unusual to find that those residents who were initially behind the implementation of traffic calming measures in a neighborhood are the same persons who lead campaigns for their removal six months to a year later. As traffic calming expands beyond local streets to major thoroughfares, the potential for controversy increases.

Effectiveness of Traffic Calming Devices

Physical actions such as the installation of speed humps, traffic circles, street closures, etc. are almost always successful in forcing traffic to behave in an intended fashion. In certain situations they can achieve the desired result by utilizing a one-time capital expenditure and generally low ongoing maintenance costs.

Effect on Emergency Vehicles Response Times

Any traffic calming tool that might be effective because it physically controls traffic generally has a negative impact on several classes of emergency vehicles to varying degrees. The City, as well as its residents and businesses, place a very high priority on minimizing emergency response times. Installation of most physical traffic calming tools can increase emergency response time. This is especially true for fire apparatus and ambulances. Because of the heavy weight of fire engines and the delicate instruments and patients within ambulances, these vehicles must come to almost a complete stop when they encounter a bump, dip or sharp curve. Creating bumps, dips and sharp curves is often precisely the objective being sought by many of the traffic calming tools. While these maneuvers will cause moderate discomfort and delay for normal passenger vehicles, they cause a much greater problem for emergency response vehicles.

Traffic Diversion

Another concern is that implementing traffic calming devices may move the problem rather than solve it. In most instances the placing of impediments on a particular neighborhood street may merely divert some or all of that traffic to other neighborhood streets.

Considerations for Other Roadway Users

In addition to the safety concerns already discussed in this report, some types of traffic calming which involve addition of significant vertical and horizontal elements can often have unintended negative safety impacts on certain roadway users. They can result in worsening the situation for a range of roadway users such as bicyclists, roller skaters, skate boarders, joggers, pedestrians and drivers parking vehicles.

Noise Impacts

The noise impact to adjacent residents resulting from vehicles braking, or going over and around traffic calming devices such as speed humps can have a major impact on the acceptability of these devices by residents living closest to them. The unanimous support of residents living immediately adjacent to locations where physical changes are proposed will be essential to the success of any project.

Parking

It is often necessary to prohibit on-street parking in the immediate vicinity of the intersection in order to accommodate the realigned vehicle path.

Liability Exposure Implications

Based on information provided by the Institute of Transportation Engineers, in legal research in the literature, only two lawsuits against traffic calming programs have been successful. Close to 50 cities and counties were surveyed, including every major program in the U.S. Many have no legal problems at all, and the remainder have experienced more threats than legal actions. The legal maneuvering has more often involved city attorneys concerned about potential liability than private attorneys claiming actual damages.

Visual Impacts and Aesthetic Concerns

While some traffic calming devices can have favorable aesthetic impacts, others can be, by their nature, unsightly. Devices such as speed humps and diverters most often pose no opportunity for the incorporation of aesthetics and can have negative visual impacts.

Increased Maintenance Costs

Street maintenance costs will increase in two areas. Landscaping associated with such devices as traffic circles, chokers and neckdowns will require regular maintenance. Devices such as speed humps will have to be reinstalled each time a residential street is overlaid, which will increase costs by $20,000 per mile.

A summary of the Impacts of Traffic Calming Measures are shown in Table 1. Where the measure may apply to both residential and arterial or collector streets, the "Street Use" is designated as "both."

Table 1
The Impacts of Traffic Calming Measures

Traffic Calming Measure	Traffic Volumes	Traffic Speeds	Noise	Air Quality	Vehicle Conflicts	Diverts Traffic	Pedestrian Safety	Bicycle Safety	Emergency Vehicle Response Time	Estimated Implementation Cost	Timeline for Implementation	Street Use
Bulbout (Curb Extension)	V	1	V	V	V	V	o	V	V	. $10,000 per corner	Long	Both
Chicanes	1	1	1	V	1	o	V	1	o	$10-20,000	Short	Residentia
Choker (Neckdowns)	1	1	1	V	1	o	o	V	o	$10-20,000	Short	Residentia
Gateway	1	1	1	V	1	V	o	V	V	$5-20,000	Short	Both
Landscaping Treatments	V	1	1	V	1	V	o	V	V	$5-20,000	Short	Residentia
Median	V	1	1	V	1	o	o	V	V	$15-20,000	Long	Arterial
Speed Humps/Tables	1	1	o	V	V	o	o	V	o	$5-20,000	Long	Residentia
Raised Intersections	V	1	o	V	1	V	o	o	o	$25-100,000	Long	Both
Roadway Narrowing	V	1	1	V	V	V	o	o	o	$10-20,000	Short	Both
Residential Traffic Circles	V	1	1	o [1]	1	V	o	o	V	$50-100,000	Short	Residentia

o - The use of this measure will generally increase the condition.

1 - The use of this measure will generally decrease the condition.

V - Use of this measure will not generally affect the condition.

1 - Assuming that a traffic circle replaces a four-way stop controlled intersection.

Existing Traffic Calming Measures in Sebastopol

There are several examples of traffic calming in and around Sebastopol. Some are part of residential streets that have been in place for more than 80 years while others have been installed as part of new development within the last ten years.

Narrow residential streets with tree canopies and parking on both sides of the street are the best type of traffic calming and have examples throughout Sebastopol. Generally, this type of cross-section requires vehicles to pull aside for another vehicle to pass in the opposite direction. Other selected cities have adopted more narrower residential street standards than previously used. These standards have recommended a street width of 30 to 32 feet with parking on both sides.

A ***radar trailer*** has been used for the last few years by the City of Sebastopol to educate drivers of the existing speed limits and their prevailing speed.

Warning signs, both formal and informal, have been used at the entrance to residential streets to warn motorists of children on that particular street.

A ***landscaped median*** was used on Fellers Lane to preserve existing trees when the street was constructed. In effect, the median slows traffic coming into the neighborhood.

Bulbouts were used as part of a new residential subdivision on Robinson Road, which is mix of narrow rural street sections with pockets where the street is widened and has curb, gutter and sidewalk. The intent of the bulbouts, which are maintained by the subdivision, is to "shadow" the on-street parking, which is generally not used, and to provide a transition between the unimproved narrow section and the pockets of widening.

Speed humps have not been previously used in the City, however, they were recently installed by the County on Norlee Street, just outside the City limits.

Implementing Traffic Calming Measures

Traffic Calming does not work by itself, but requires neighborhood support to keep our streets safe. Educating all roadway users to share the road and to respect the rights of other users will increase the safety of our neighborhoods. If you are a driver, respect the right of a pedestrian who is crossing at a marked or unmarked crossing. If you are a pedestrian, do not insist on your right of way and don't put yourself at unnecessary risk. Cross at intersections and use controlled crossings, where possible, on busy streets. As a parent, educate your children on the need for safety when crossing streets. Pay attention to your driving habits and do not exceed the speed limit.

The City of Sebastopol has limited resources for street modifications to existing streets. All activities to address traffic issues within a neighborhood will involve participation by the neighborhood. If physical measures are desired and warranted, implementation of traffic calming measures may require fiscal participation by residents of the street or neighborhood.

Following are steps for implementing traffic calming measures in your neighborhood.

- Contact the City with a definition of the problem. The City will distribute educational information for the neighborhood to hand out. If desired, the radar trailer can be positioned on the street in question for period of one week.

- If the problem persists, the neighborhood should submit a traffic calming evaluation in writing with signatures from at least ten (10) other households within two blocks of the neighbor submitting the request.

- The City will conduct an evaluation to determine if warrants and standards are exceeded by conditions on the street. These standards include the following:

  — 15 percent of the vehicles must be exceeding the posted speed limit by at least 5 miles per hour as determined by speed studies

  — roadway characteristics such as hills or curves exceed sight distance standards

- If thresholds are exceeded, the street will be evaluated at the appropriate time. The City considers traffic calming requests twice per year.

- Based on the evaluation and a neighborhood workshop, the City will recommend a measure or combination of measures.

- If the more than two-thirds of the neighborhood supports the solution and the funding mechanism, the City will implement the measure.

The City of Sebastopol has drafted a Neighborhood Traffic Calming Program which includes goals, objectives, and policies regarding the livability of neighborhood streets. The program includes:

X Citizen-initiated Process
X Application Form
X Petition for Initial Evaluation
X Recommended Criteria for Evaluating Requests